

Regular Council Meeting  
September 14, 2015

1. **Council Member Carla Lampe called the meeting to order at 7:30.** Present were Council Members Bruce Swihart and Paula Keller. Also present were City Superintendent JR Landenberger, City Attorney Mike Day, Police Chief Shane Guggenmos, and City Clerk Lila Whitmore.
2. **Minutes** from the August 26th meeting were distributed and read. It was moved by Bruce and seconded by Paula to approve the minutes as read. Motion passed.
3. **Consent Agenda:** It was moved by Bruce and seconded by Paula to approve the following items from the Consent Agenda: Permission for Clerk to pay insurance at time of billing; Permission for Clerk to pay utilities at time of billing; Permission for Clerk to pay utility incentives before the 25<sup>th</sup> of the month; Permission for Clerk to pay theater bills when due; Permission for Clerk to renew First National Bank CD #25918; Permission for Clerk to renew First National Bank CD #18620. Motion passed.
4. **Visitors: None**
5. **Police Report:** a) Chief Guggenmos reported that he has been working on the trailer issue and has given a few warnings. Progress is being made. b) It was moved by Bruce and seconded by Paula to pay out the comp time that Chief Guggenmos had previously accumulated. Motion passed. c) Shane indicated the Sheriff's office has hired one deputy. The person will need to complete training which will likely not be finished until spring. The situation with understaffing is still a problem. There was some discussion on whether or not another person who is certified as a Police Officer might be able to cover some hours or standby. No decisions were made and further discussion will be needed when the entire Council is present. It was moved by Paula and seconded by Bruce to accept and file the police report. Motion passed.
6. **New Business:**
  - a. **Little Ladybugs Daycare Utility Incentive** - It was moved by Bruce and seconded by Paula to approve the application for utility incentives of \$100 a month for 6 months for Little Ladybugs Daycare/Laurie Velazquez which opened on August 17, 2015. Motion passed.
7. **Old Business:**
  - a. **Property Cleanup** – It was reported that Judge Van Allen has found Royce Neitzel in violation of the city ordinance and has given him 30 days from Sept 4<sup>th</sup> to develop and submit to the City Superintendent a plan for removal of the trees on the property at 606 S. River.
  - b. **"Friends of the Park" Update** – Carla reported that progress is being made and various jobs have been delegated. The City had received \$2400 from the county. \$2200 of this was used to pay for the soda blasting of the playground equipment. The remaining \$200 was added to the grant funds received for a balance of \$5036. The pea gravel was \$2400. Carla will find volunteers to help with putting in the pea gravel. Teagan Callicrate will be digging out and leveling the dirt. The border has been ordered. Paula and Carla will be planting shrubs and perennials.
  - c. **Bandshell Sail Shades** –JR indicated that Miller and Associates had reviewed the plans and found no concerns. Paula will bring prices to the next meeting.
  - d. **New Pool Update** – Attorney Day informed the Council that he hopes to have a timetable by the next meeting and also more details on how to structure the vote for the mill levy increase.
  - e. **Electrical Infrastructure Update** – All materials for the well line project have been received. The plans have been modified whereby steel poles that the city already has will be used in the section that is being repaired under the current contract with Prairie Land.
  - f. Clerk Whitmore reported that **Ben and Vicki Killingsworth** had submitted the required number of signatures needed to approve their variance request for a food establishment at 521 E. Jackson. It was moved by Paula and seconded by Bruce to approve the zoning variance. Motion passed. This is not a zoning change and the re-designation from residential to commercial is for Ben and Vicki Killingsworth only.
8. **Pool Report:** Bruce reported on the revenue and expenses for the pool. Total revenue for this year was \$5608.60 and total expenses were \$27864.81 which includes \$23168.08 for salaries. He requested Clerk Whitmore prepare a comparison to 2013. Paula requested a comparison between the pool expenses and the theater expenses. Clerk Whitmore will gather this information for the next meeting. There was also some discussion regarding the condition of the pool. It was moved by Paula and seconded by Bruce to accept and file the pool report. Motion passed.

- 9. Building Permits:** It was moved by Bruce and seconded by Paula to approve the following building permits: Colleen Applegate – 601 S. Quincy, fence; Debbie Harris – 109 E. Jackson – sidewalk; Ryan Reyelts – 108 W. Emerson, fence; Jett Fromholtz – HWY 36 Dusty Farmer, addition; Greg Potter – 405 Lorraine, 4' x 6' bathroom w/metal siding; pending JR's approval: Dennis Friedrichs – 211 Birch, 20x16 steel building. Motion passed.
- 10. Superintendent Report:** **a)** BSB Construction has completed the work at the sewer pond. JR has not yet received a bid back for the leveling system proposal. **b)** Melvin Confer has finished painting the old firehouse. **c)** JR has been in contact with Torrey Brothers regarding the issues with the new pool paint that has been peeling. The work was guaranteed for 3 years per the contract and the company will be investigating the cause of the problem and will resolve it, which will include re-sandblasting this fall. \$2769.50 in payment had previously been withheld pending completion of the work. **d)** During the installation of the upgraded controllers the City generated power and experienced a major failure in the primary 8 cylinder engine. The scope of the problem has not yet been determined. JR will keep the Council informed. It was moved by Paula and seconded by Bruce to accept and file the superintendent report. Motion passed.
- 11. Attorney Report:** Attorney Day reported on the progress made thus far on the recodification of the City Code book, which was last done in 2003. He requested the Council members each review a specific chapter and provide feedback at the October 12<sup>th</sup> Council meeting. It was moved by Bruce and seconded by Paula to approve payment of approximately \$16,000 to Kite & Day for recodification of the City Code book. The City will be billed incrementally as work is completed. Motion passed. It was moved by Bruce and seconded by Paula to accept and file the attorney report. Motion passed.
- 12. Clerk Report – a)** It was moved by Paula and seconded by Bruce to allow the Clerk to transfer \$100,000 from the utility fund to the general fund. Motion passed. **b)** Clerk Whitmore handed out a public transportation survey from Carol Sloper and requested they take the time to complete the survey and return it to Carol. **c)** Lila read a thank you letter from Options for the donation the City made to the organization. **d)** It was moved by Bruce and seconded by Paula to renew the radio read support contract with Itron for \$2302.21. Motion passed. It was moved by Bruce and seconded by Paula to accept and file the Clerk report. Motion passed.
- 13. Council comments:**  
Paula - none  
Carla – none  
Bruce – none  
Attorney Day left the meeting.
- 14.** All bills on Ordinance #982 were reviewed. It was moved by Bruce and seconded by Paula to approve the bills in the amount of \$415,610.33. Motion passed.
- 15.** At 9:20pm it was moved by Bruce and seconded by Paula to adjourn to executive session for 10 minutes for personnel. At 9:30pm the Council came out of executive session. It was moved by Bruce and seconded by Paula to move an employee from a part time to a full time position in the Refuse/Street department at a starting wage of \$9.00 per hour, which will be increased to \$9.50 per hour when he receives his CDL. Motion passed. It was moved by Bruce and seconded by Paula to allow an employee to borrow up to 48 hours of future sick time due to a family medical emergency. This is not a policy change and is a request for one particular employee. Motion passed.
- 16. Adjournment:** It was moved by Bruce and seconded by Paula to adjourn the meeting. Motion passed.

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City Clerk