

Regular Council Meeting

July 25, 2016

1. **Mayor Scott Schultz called the meeting to order at 7:30.** Present were Council Members Bruce Swihart, Carla Lampe, Amanda Milne and Paula Keller. Also present were City Attorney Mike Day and City Clerk Lila Whitmore. Council member Roger Jensen, City Superintendent JR Landenberger and Police Chief Darrell Thomas were absent.
2. **Minutes** from the July 11th meeting were distributed and read. It was moved by Amanda and seconded by Carla to approve the minutes as written. Motion passed.
3. **Visitors:** None
4. **Police Report:** On behalf of Chief Thomas, Mayor Schultz gave the police report. Chief Thomas received complaints regarding a turtle at the EMS building. Mayor Schultz presented a bill from Data Technologies for the court software that was approved at the last meeting. A down payment of \$2612.50, which is half of the total cost, needs to be paid in order to move forward with ordering the software. It was moved by Paula and seconded by Carla to pay this amount. Motion passed. There was discussion regarding changing the kitchen area in City Hall into a break room that could be shared between the Police Department and the City Hall office. A door would need to be installed on the police side and the doors would need to be keyed to restrict access to both sides. Some renovation work would be required as well which could be done in stages. We will need to get cost estimates.
5. **New Business:**
 - a. **Cheyenne County Development Corporation** – Helen Dobbs introduced Ashley Dinkel, an intern who has been working for the CCDC this summer. Helen presented the annual CCDC report and budget. She also talked about the roadside park painting/renovations that she will be completing soon.
 - b. **Siren Location** – Eric Harper was present to talk about the new siren. He stated that the current location of the siren makes it difficult for dispatch to communicate during an emergency because the siren is so loud. Since the new siren will need to be installed on a taller pole it is the perfect time to look for a different location that will not impact dispatch. He indicated he had been in talks with Century Siren who completed a map study and determined the best location would be the hospital. They also recommended it be a minimum of 2 blocks from dispatch. He also pointed out that FEMA requires that there be a generator for the siren and this would be an advantage of using the hospital. The hospital board does not have an issue with the siren being tied into their generator as long as they have the capacity for it. The City may need to get their own generator for it. He shared a letter from the Cheyenne County Hospital board stating that the board is in favor of allowing the siren to be put at the hospital with the requirement that there will be no daily whistle or just a noon whistle. The board reserves the right to request no daily whistle if it is found to be too loud and disruptive to patients and staff. After weighing the pros and cons of this location and discussing other possible options, it was moved by Paula and seconded by Bruce to locate the siren at the hospital. Motion passed.
 - c. **Farland Property** – Attorney Day stated that we have received a quit claim deed from William Farland for the property in the industrial park. Mr. Farland had entered into a lease/purchase agreement with a Mr. Alonzo Perez who had been making payments towards the eventual purchase of the property. This agreement is now void and Attorney Day has been in contact with Mr. Perez. The Council agreed that they would give Mr. Perez 6 months to vacate the property. He could also purchase the property from the city but would need to comply with the restrictions regarding the use of the property and making improvements to it.
6. **Old Business:**
 - a. **Property Cleanup** – There are several property cleanup cases on the docket scheduled for August 17. There are four properties that are in violation of city code and Attorney Day will be drafting letters to send to the owners of these properties. There was discussion regarding the potential that the city may have to pay for demolition of certain abandoned properties. Attorney Day recommended a line item be put into the budget allocating \$50,000 towards property cleanup expenses in 2017. Clerk Whitmore will find out if there are any CDBG grants available for demolition of buildings.

b. Pending Projects:

- **Washington Street Beautification Committee** – Waiting on Dana Belshe to get back with them with recommendations.
 - **Verizon Lease** – Emails have been exchanged, the lease expires in August, and Mike hopes to have an agreement before then.
 - **Bandshell Safety** – Scott will check with JR and ask him to take a look at the band shell rails.
 - **Sail Shades** – Paula plans to follow up with tenshon.com
- 7. Pool Report** – The pool will be closed Friday night of the fair, August 5. Pool Manager Forrest Burr indicated that the pool may need to close for the season on August 10 because of lifeguards leaving for college and there may not be enough to keep it open until school starts. However, the pool board will need to make that decision. It was moved by Carla and seconded by Amanda to accept and file the pool report. Motion passed.
- 8. Public Building Commission Report** – The footprint of the pool has been decided and progress is being made. The school board did execute the deed for the property to be used for the pool. It was moved by Amanda and seconded by Paula to accept and file the PBC report. Motion passed.
- 9. Building Permits** – none
- 10. Superintendent Report** – none
- 11. Attorney Report** – Attorney Day had nothing to report.
- 12. Clerk Report** – **a)** It was moved by Bruce and seconded by Carla to approve payment of \$11980.15 for the purchase of the siren. Motion passed. **b)** McCormick Excavation will begin work on College Street the week after the fair, which is August 8. **c)** Betty and Andy Waite returned the appropriate number of signatures for approval of their variance request. **d)** It was moved by Bruce and seconded by Amanda to waive the band shell rental fee for Peace Lutheran Church to use the band shell on August 14 from 9am-1pm for a public church service. Motion passed. **e)** Clerk Whitmore shared with the Council Ordinance No. 417 which established the equipment reserve fund. The ordinance confirms that the desk being purchased for the police department does not meet the criteria for the equipment reserve fund, so it will need to come out of the police department budget. **f)** Mayor Schultz signed the call for special meeting of the governing body for July 26 at 7:00PM to review the 2017 budget. The Council agreed that the Budget Hearing will be held August 15th at 5:30 and the budget hearing notification will be published in the St. Francis Herald next week. **g)** It was moved by Amanda and seconded by Paula for Clerk Whitmore to contact the auditors and add a line item to the 2017 budget for \$50,000 for property cleanup. Motion passed. It was moved by Bruce and seconded by Paula to accept and file the Clerk report. Motion passed.
- 13.** Mayor Schultz opened the sealed bids for the police vehicles. The following bids were received: \$851 from Marvin and Anita Miller for the 2006 Charger, \$2805 from Alex Draper for the 2006 Charger, and \$1253 from Scott Houtman for the 2005 Crown Vic VIN 2FAHP71W25X143024. It was moved by Carla and seconded by Amanda to accept the bids from Alex Draper and Scott Houtman. Motion passed. The Council discussed what to do with the second Crown Vic for which no bids were received, but no decision was made.
- 14. Council comments:** **Paula** – gave an update on the Senior Task Force. The tax credit program has been approved, She commented that the law enforcement community meeting that was held Sunday night was very informative, **Amanda** – none, **Carla** – requested Lila contact JR to have the parade route blocked off with cones, **Bruce** – none
- 15. Mayor Comments:** Commented that the person that Darrell had considered for a part time police officer position may no longer be interested in the job.
- 16. Adjournment:** A motion was made by Amanda and seconded by Bruce to adjourn the meeting. Motion passed.