

**Council Meeting 11/16/15**

Minutes taken by Paula Tryon, City Clerk

**Meeting:** Time: 7:00 pm      Presiding officer: Mayor Fulton

Council present: Ryan, Hinck, Curtis, Sitz, Lister & Atty Sue DeVoe.

Employees: Amanda Williams, Kevin Richardson, & Paula Tryon

Visitors: Sam Johnson & Pat Cox from BG, Marvin Stevens, Rebecca & Mark Sinclair, Susan Whalen for Os Co Herald-Chronicle.

**Meeting called to order by Mayor Fulton at 7pm.**

**Reading of Minutes for 11/2/15 meeting**

◆ Motion by Ryan, 2<sup>nd</sup> by Sitz to approve the minutes as read. Motion carried.

**Sewer Project update:** Pat Cox and Sam Johnson spoke to the council regarding the Sewer Project. The final completion estimated date is 1/18/16 approximately three months early. Project costs are under budget by approximately \$937,000.00. Pat Cox identified additional work that could be done to spend the balance of the funds available. Projects included: Lift station monitoring and controls improvements, Waste Water Treatment Facility outfall piping modification & Low water crossing replacement to the WWTF and Main Lift station.

◆ Motion by Ryan, 2<sup>nd</sup> by Hinck to authorize BG Consultants, Inc to perform preliminary engineering services in the amount of \$10,000.00 to survey and develop an engineering opinion of probable cost for the listed additional improvements to the City sewer system. Motion carried.

**CDBG Special Round Community Improvement Project:** All surveys are complete and BG is working on a design plan.

**Police Department**

Officer Williams reported for the department. Council was given a copy of cases for 11/2/15-11/16/15. Williams also notified the council that the night sight on her Glock was not working correctly and gave the council four options for a replacements.

◆ Motion by Ryan to approve the purchase of a new site Glock Factory OEM Night Sights for \$79.98 from Amazon. 2<sup>nd</sup> by Lister, motion carried.

Williams noted that Officer Scharf can install and get it sited in for her, he is certified to work on Glockes. Williams asked the council if they still wanted coverage at the school in the morning and afternoon. After discussion it was determined to have coverage only in the morning.

A Copy of the Carbondale Police Department Reserve Policy was given to the council.

Council reminded Amanda that any possible employees (reserve, part-time or fulltime) should be presented to the council before any action taken. Atty DeVoe wants a new application form for new employees, including police department, and a social media policy developed. Atty DeVoe said she could get everything together for the council to receive on 11/23/15 for their review before a special meeting on 11/30/15.

◆ Motion by Ryan, 2<sup>nd</sup> by Hinck to hold a Special Meeting of the City Council on 11/30/15 after the Nuisance Hearing. Motion carried.

**Maintenance Department**

Kevin Richardson reported.

TOC violation for the third quarter of 2015 has been received.

Trees have been cleaned out at the lagoons and new fencing has been purchased.

Ditches are still being worked on by the maintenance department.

Casey's leak situation – no leak was found in the City line. KRWA was contacted and has tested the line.

A meter at a residence was also tested by KRWA.

The Christmas decorations had been delivered and Richardson hopes to get them up before Thanksgiving.

The new Christmas tree has been planted – a Colorado blue spruce.

Curtis noted that Ridgeway Street has some asphalt that is buckled that will cause problems when pushing snow.

### **Other Departments**

The information requested about payments to GAS was researched, no overpayment has been made for the Sewer Project.

Police Chief Applicants- tabled until the Special meeting on 11/30/15

State Online Payment program – training was postponed. Hope to have more information on 12/7/15.

### **New Business**

Council was given information for the 2016 **BCBS premiums** for city employees. There is a 75% increase in premiums. The city representative has been contacted and new health profiles will be completed for updated information to get possible lower rates.

The council was notified that there will be **extra payroll expense** for 2015 due to the pay day landing on 1/1/2016. According to policy the pay date will need to be moved to the closest working day which will be 12/31/15. The budget should not need any correction.

### **Other Business**

City office **copy machine**- contract is expired. Information was given to the council about the purchase/lease of a new machine from Logan.

◆ Motion by Hinck, 2<sup>nd</sup> by Ryan to table this until 12/7/15 council meeting.

#### **Casey's application for CMB license**

◆ Motion by Curtis, 2<sup>nd</sup> by Hinck to approve the issuance of a CMB license. Motion carried.

**Employee request** to take the day after Thanksgiving and the afternoon of Christmas Eve off using comp time or vacation time.

◆ Motion by Sitz, 2<sup>nd</sup> by Lister to approve the days off by using comp time or vacation leave. Motion carried.

Lister asked about the kitchen remodel. Hinck said that the contractor has been notified and will start work 1/4/16.

### **Extension requests**

◆ Motion by Hinck, 2<sup>nd</sup> by Lister to approve all extension requests. Motion carried.

### **Pay approved bills**

◆ Motion by Sitz, 2<sup>nd</sup> by Ryan to pay all approved bills. Motion carried.

### **Adjournment**

◆ Motion by Lister, 2<sup>nd</sup> by Sitz to adjourn @ 8:23 pm. Motion carried.