

Council Meeting 12/19/16

Minutes taken by Paula Tryon, City Clerk

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

Council present: Fulton, Ryan, Hinck, Lister & DeVoe

Council Absent: Sitz

Employees: Haugh, Smith, & Tryon.

Visitors: Susan Whalen for Os Co Herald-Chronicle, Pat Cox (BG Consultants) & Garrett Nordstrom (GAS)

Meeting called to order by Mayor Fulton at 7pm.**Minutes for previous meeting:**

Minutes read for Council meeting on 12/05/16

★ Motion by Hinck, 2nd by Lister to approve minutes as read. Motion carried.

Harold Mayes- Agler & Gaeddert, Chtd.

Harold Mayes spoke to the council regarding the 2015 audit for the City of Carbondale , Carbondale Recreation and Carbondale Library.

The audit went well with a few recommendations:

- Recommends that the city combine all funds and use a spread sheet to track various funds.
- Any journal entries be taken to the council for approval
- Recreation timesheets should be signed/approved by supervisor
- Library timesheets should be signed/approved by supervisor.
- Swimming Pool reports should be signed off by supervisor
- Library needs to watch dates for transactions – reconciliation needs to agree to trial balance and general ledger
- City may want to consider something other than QuickBooks for their accounting system.

Pat Cox (BG) & Garrett Nordstrom (GAS)

Pat Cox gave the council a set of plans that he received today for the **Waste Water Treatment Plant** preliminary plans for the bridge project.

Community Improvements Grant – Pat and Garrett spoke to the council concerning where the project stands. There are two change orders.

#1 \$14379.00 deduction from the original agreement because the City removed the sidewalks. This makes the new total \$314734.87.

✳ Motion by Ryan, 2nd by Hinck to accept to change order #1. Motion carried.

#2 E Verify (for undocumented workers check) was added to the contract.

✳ Motion by Lister, 2nd by Ryan to approve the addition of E Verify on to the original contract. Motion carried.

Council discussed with Cox and Nordstrom the option to pursue liquidated damages since this project is still not complete and was originally to be completed on October 18, 2016. The project won't be completed now until spring 2017. There are also issues with quality of work performed. Pat Cox noted that as of 12/19/16 (92 days) that amount would total \$46,000.00.

There will be a special meeting on 12/29/16 @ 7pm regarding liquidated damages on the Community Improvements Project to have a decision for the 1/3/17 meeting. Mayor Fulton will not be available for either of those meetings but will be available by phone.

Pay request #3 for \$167596.58 through 10/31/16 will be coming to the city office soon. This will leave a balance of \$93368.17 for the project.

✳ Motion by Lister, 2nd by Hinck to pay the \$167,596.58 pay request #3. Motion carried.

✳ Motion by Hinck, 2nd by Lister to hold the payment until after the Special Meeting on 12/29/16.

Police Dept

Chief Smith represented the Police Department

The bicycle program is going well.

He requested the purchase of four new tires for the 2012 Charger. The estimate from Carbondale Tire and Auto is \$592.00. These are not the high performance tires previously purchased, Smith said they were not necessary for the department use.

* Motion by Lister, 2nd by Hinck to approve the purchase at Carbondale Tire and Auto for \$592.00 for four tires for the 2012 Charger. Motion carried.

The racks for the guns will be installed on Wednesday, they will use the maintenance shop.

Maintenance Dept

Brad Haugh spoke to the council.

The trench on the dam has been cut and filled according to specifications. The intention is to get this project and two new pumps installed by the end of this week. CAS will also be out this week to fix the clarifier.

30 ton of salt /sand mix was ordered today.

A map of the streets was given to the council showing areas of repair for the coming summer.

* Motion by Ryan, 2nd by Hinck to close the regular meeting and go into **Executive Session** @ 8:50pm for 15 minutes for reason of:

Personnel matters of non-elected personnel and confidential data relating to financial affairs.

Motion carried.

9:05pm a 10 minute extension was requested.

9:15 pm executive session closed by Mayor Fulton.

Councilman Ryan noted that they were in executive session for 25 minutes with no decisions made.

A proposal was presented to the council from **Overhead Door** to replace the door on the east side of city hall according to the state inspection. Larry Hinck will contact two other providers so there will be 3 possible options.

iTone Fitness requested to allow them to have beginner iTone sessions on Tues and Thurs mornings from 8:30-9:30 in the community room and to continue to have advanced iTone sessions on Tues and Thurs evenings from 6-7:30pm.

* Motion by Hinck, 2nd by Ryan to allow this change. Motion carried.

The Good Neighbor Policy letter for clean-up of the bed of Bury Creek for all properties north of the Main Street Bridge was approved as written.

Carbondale Vet Clinic Contract an updated copy of the contract with all changes was presented to the council and approved. Mayor Fulton signed the contract and it will be taken to the Vet Clinic for Dr. Tucker's signature.

Resolution 2016-02 for Rec Committee to increase the annual property tax levy from 4.0 mills to 6.5 mills

* Motion by Ryan, 2nd by Lister to approve the mill levy change to 6.5 mills. Motion carried.

Travel Policy tabled until 1/3/17 meeting. Atty DeVoe requested more information from the council, especially Dawn Sitz' notes.

* Motion by Hinck, 2nd by Lister. Motion carried.

Mayor Fulton noted that the council needs to work on a Pay Scale for the evaluation in January.

Request by City Clerk for permission to transfer monies not spent for the General Recreation Expense Budget to the Rec Commission.

* Motion by Hinck, 2nd by Lister to approve the transfer of the balance of \$1549.17 to the Rec Commission to be deposited into their account. Motion carried.

A schedule of transfers from the 2016 budget was given to the council to remind them of transfers that were budgeted that should occur before the EOY.

Request from Brad Haugh to have a letter written to Bob Blume for his extra help with electrical issues at the water plant earlier in the year.

Extension Requests

Motion by Ryan, 2nd by Hinck to approve all extensions. Motion carried.

Approved Bills

☞ Motion by Lister, 2nd by Hinck to pay all approved bills. Motion carried.

Adjournment

☞ Motion by Ryan, 2nd by Hinck to adjourn @ 9:49 pm. Motion carried.