

**Council Meeting 1/3/17**

Minutes taken by Paula Tryon, City Clerk

**Meeting:** Time: 7:00 pm Presiding officer: Council person Lister

Council present: Hinck, Sitz, Lister & DeVoe

Council Absent: Fulton, Ryan

Employees: Haugh, Smith, & Tryon.

Visitors: Pat Cox (BG Consultants) Eric Vogel & John Vogel (KwIKom) & Garrett Nordstrom (GAS)

**Meeting called to order by Cheryl Lister at 7pm.**

**Minutes for previous meeting:**

Minutes read for Council meeting on 12/19/16

★ Motion by Hinck, 2<sup>nd</sup> by Sitz to approve minutes as read. Motion carried.

Minutes read for Council meeting on 12/29/16

★ Motion by Lister, 2<sup>nd</sup> by Hinck to approve minutes as read. Motion carried.

**Executive Session:**

★ Motion by Lister, 2<sup>nd</sup> by Hinck to close the regular meeting and enter into executive session for 15 minutes @ 7:10pm. Motion carried.

7:25 pm executive session closed.

Lister noted that there was a 15 minute executive session with no decisions made.

★ Motion by Hinck, 2<sup>nd</sup> by Sitz to pay pay-request #3 from Trinium for \$167,596.58. Motion carried. The outstanding funds of the project total \$93,368.17. The project is 78% complete.

**CDBG Community Improvements Project**

Pat Cox spoke to the contractor about the project, the final electrical work is done for the rest rooms except for the hook-up to Westar. On 11/16/16 there was a walk-through for the sidewalks and the park area.

The faucets have been attached to the plumbing work

The Punch List still needs to be made.

Garrett noted that the Monitoring for CDBG will be Wed 1/4/17.

To assess liquidated damages we will need to write a letter to Trinium before 1/31/17. He said if we assess Liquidated Damages we are likely to go to court.

Pat Cox will need to "hold the contractors feet to the fire". The contractor will bring landscaping people back in the spring. Pat will have a Punch List for the next meeting on 1/16/17.

Pay requests #1 and #2 have been paid \$68,148.25

Pay request #3 for \$167,596.58 is approved for payment- project is 78% complete.

Pay request #4 for \$73,680.52 outstanding yet. Does not reflect change order. Corrected \$76380.52.

Pay Request #5 -\$13,128.05 for sidewalks removed by City Maintenance employees – approved by Pat 12/30/16 Includes change order #1

Pay Request #6 for \$15,736.70 final request.

Original contract for \$329,113.87. Pay requests total \$329,113.00 off by 87 cents. They will get this corrected.

Atty DeVoe stated that the City would take no action on pay requests 4, 5, & 6 until the following have been received:

1. Certificate of Completion
2. Punch List
3. Agreement to return in the Spring to complete the project

### **Police Dept**

Chief Smith represented the Police Department

The department will be moving forward with the Neighborhood Watch Program this spring.

Nothing more to report.

### **Maintenance Dept**

Brad Haugh spoke to the council.

Alliance Pump has completed the installation of the new pumps. Brad did discuss with Mark the price for the repair bill.

The clarifier still needs repairs. CAS has looked at the clarifier and took some parts for repairs, neither clarifier is working at this time. CAS estimated \$900.00 for parts to get it going.

The plumber has been working at the park project.

1/9/17 will be a TOC reading- Brad has been instructed by multiple people to raise the carbon level a week before to help the reading.

### **Kwlkom**

John and Eric Vogel spoke to the council about leasing our tower for their phone, internet & u-verse services. An information packet was given to the council members.

The office will get the council a list of phone numbers & fees, internet and u-verse fees for the next meeting.

### **Travel policy**

★ Motion by Sitz, 2<sup>nd</sup> by Hinck to approve the draft for the updated Business Travel Policy. Motion carried.

### **Resolution 2017-01 GAAP Waiver**

★ Motion by Hinck, 2<sup>nd</sup> by Sitz to approve resolution 2017-01. Motion carried.

### **Notes & FYI**

Pay scale review due in January

### **Approved Bills**

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

### **Adjournment**

☞ Motion by Sitz, 2<sup>nd</sup> by Hinck to adjourn @ 8:17 pm. Motion carried.