

City Council Minutes
October 24, 2016

Mayor Thayer called the meeting to order at 6:00 PM. Councilors Present: Paul Canter, Harry Myers, Lonnie Koroush, Ron Thexton and Cindy Canter. Staff present included Chief Operating Officer Jim Minard and Public Works Superintendent Dave Claborn.

PUBLIC COMMENTS:

Tim Eastridge expressed concerns regarding cleaning storm drain basins in anticipation of winter rains. Mr. Claborn stated maintaining them is a priority, especially since trees are beginning to shed their leaves. Mr. Eastridge questioned the ability of the ditch at 7th and Kelly to handle the drainage of that area, Mr. Claborn stated it hadn't presented a problem but would be monitored.

STAFF REPORTS:

Mr. Claborn presented his report. There were questions/comments from the Council on winter preparations. There being no further questions, Mr. Claborn was excused.

C.O.O. Minard updated the Council on:

- Hull Grant for the Legion Hall. Funds are still available in the original format, but may be moved to an annuity with annual payments if not used soon
- Annual review for the Finance Officer completed
- The need to develop a plan for the absence (vacation/illness) of the Finance Officer
- Meeting with a CIS representative on safety and OSHA compliance
- Mr. Claborn's preparation of detailed instructions on the start-up of the WTP in the event it was necessary to start it and he is not available
- RUS approval of final payment for the Master Utility Plan
- Meeting with Energy Trust representative on upgrading lighting at City Hall, the Library, the Legion Hall and the WTP. More information will be on the agenda for next month's meeting
- Carpets cleaned at City Hall and Library
- Efforts to bring Dollar General to town. Wilbur Ellis still undecided on what they want to do with their property and Benton County isn't interested in any land swaps involving the Bailey Branch plot
- Efforts to collect on past due court fines

Councilor P. Canter suggested inviting OSHA to perform a no-fault inspection to identify problem areas.

There was considerable discussion on the need to put all heat pumps on a maintenance plan. Councilor Thexton recommended looking at the SEER ratings of existing units and evaluating them for replacement if the ratio is low. Minard said he would have Mr. Claborn set up a maintenance program for them.

CONSENT AGENDA:

Minard noted that one additional bill had come in since the packets were put together. Councilor Myers questioned the frequency and timing of carpet cleaning and the high cost of the

City Hall fax line. Minard replied that this is the first time the Library carpets have been cleaned, that City Hall carpets are cleaned every other year and that the fax line is used as the primary outgoing phone line to leave the 5175 number open for incoming calls. Councilor Myers moved to accept the Consent Agenda as amended, which was seconded by Councilor P. Canter and approved 4-1 (Koroush no).

NEW BUSINESS:

2016 Audit Report: Minard presented the audit and reported that the City's financial position continues to improve. He directed the Council's attention to the summary provided by the Finance Officer and noted that there were no findings again this year. Councilor P. Cantor praised Finance Officer Williams for his preparation for the audit and pointed out that the City had received a fee reduction of \$2,500 from the auditors due to the improved quality of the City's accounting program.

New Web Administrator: Stan Salot stated he had looked at the City's current web site and determined that, due to it being in an outdated format (hyper text markup language or HTML), he had to withdraw his offer to administer the site. He recommended the Council decide what they want in a web site and then convert it into a modern language. There was considerable discussion on how to proceed, with the final recommendation being that Councilors Myers and C. Canter work with Mr. Salot to determine the best course of action.

Wastewater/Storm-water Plans: Minard stated that now that the Master Plans are complete the Council needs to decide how to implement. Financing is an issue as the City cannot do General Obligation Bonds due to debt limit ceilings and funding through the utility billing may not be feasible. Information only, no action taken by the council.

Personnel Committee: Councilor P. Canter presented a recommendation of the personnel committee to eliminate the position of Chief Operating Officer, terminate Mr. Minards employment, and create a full time position of City Administrator. A motion to accept the recommendation was made by Councilor Koroush and seconded by Councilor C. Canter. Motion passed 4-1 (Thexton no).

Resignation: Councilor Thexton announced his immediate resignation due to personal reasons. Mayor Thayer thanked him for his years of service and wished him well in future endeavors.

ADJOURN: There being no further business Mayor Thayer adjourned the meeting at 6:41.

Signed: _____
Mayor Frank Thayer

Attest: _____