

The Board of Aldermen met in regular session at 6:00 p.m.

Aldermen Present: Connie Painter, Marvin Vilorio, Jason Osbourne, and Melissa Hays

Alderman Absent: Jeremy Moss

Others Present: Mayor John Long, Michael Williams, Jackie Pangborn, Jerry Potterfield, Rusty Rothweiler, Debbie Kendrick, Mandi Kindhart, George Hausdorf, Dan Niemeyer-USDA, Kent Cheek, Forrest Gossett, Brian Walters, Zach James, David Cheek-USDA, Ben Freese-Black & Veatch, Chris Cowell, Janet Bottoms, Mindy Hays

Mayor John Long called the meeting to order at 6 p.m. and asked that all stand and recite the Pledge of Allegiance.

Consent Agenda

- The minutes of the January 23, 2020 meeting and bills payable were reviewed. Alderman Osbourne motioned to approve the January 23, 2020 meeting minutes and the bills payable; Alderman Painter seconded it with all in favor.

Mayor’s Report

Mayor Long advised the Council that he needed to make two appointments due to vacancies.

- Appoint Jennifer Adams to Collector. Approved by Roll Call Vote:

Connie Painter.....	Yes	Jeremy Moss	Absent
Marvin Vilorio.....	Yes	Melissa Hays	Yes
Jason Osbourne	Yes		

- Appoint Rusty Rothweiler as Alderman Ward II. Approved by Roll Call Vote:

Connie Painter.....	Yes	Jeremy Moss	Absent
Marvin Vilorio.....	Yes	Melissa Hays	Yes
Jason Osbourne	Yes		

Open Forum

- Dan Niemeyer – Mr. Niemeyer addressed the council regarding the loan and grant application from USDA. He stated this has all been approved by USDA but there are a few things that are needed from the City. He went over the letter of conditions and gave a “homework” checklist of items that need to be completed. Once these items are completed, it will be time to go out for bids for the project. Some highlights of items needed include a rate ordinance, a mandatory hookup ordinance, develop a reserve account. Mr. Niemeyer also stated that this loan/grant took national office approval.

Planning and Zoning – No report at this time.

Public Works

- Alderman Vioria stated that there is a report in the packets with what the men have been doing.
- The new bucket truck is in and is working great.
- Alderman Vioria stated the old bucket truck is having some issues with the bucket lift. Alderman Painter stated she would like the managers to ask for this kind of stuff so the Aldermen can hear the issues firsthand. The other Aldermen agreed.
- Alderman Vioria reminded the Council that he will not be at the February 20th meeting as well as any meetings in March.
- The change order has been received from S&A for the sidewalk project. The total charge is \$13,410.59. This is in addition to the next pay request. Alderman Painter made a motion to approve payment for this change order; Alderman Osbourne seconded with all in favor.
- The next installment payment for the sidewalk project has been requested. This payment amount is \$63,213.65. Alderman Hays made a motion to approve this payment to S&A, Alderman Vioria seconded with all in favor.
- A pay request for Engineering Services for the sidewalk project was presented. This payment amount is \$14,653.45 to Engineering Surveys and Service. Alderman Painter made a motion to approve this payment; Alderman Hays seconded with all in favor.
- The Department of Natural Resources has approved the facility plan for the new sewer plant.
- Mosswood Farmland – PeopleServices would like to use the farmland that is currently being farmed by Richard Willard. Mr. Willard is willing to work with the City about this and may have some other land that could be used for the land application process. Attorney Williams stated there are a few options that could be looked at regarding the contract with Mr. Willard.
- Advertisements for Summer Help for the Public Works Department and the Pool are ready. Alderman Osbourne made a motion to approve soliciting for summer help employees for the Pool and Public Works; Alderman Hays seconded with all in favor.
- There are several items that are in need of purchase:
 - Power Poles for the Electric department – Alderman Hays motioned to solicit bids for power poles; Alderman Painter seconded with all in favor.
 - Eight 25 KVA Transformers, new or rebuilt – Alderman Painter made a motion to solicit bids for transformers; Alderman Vioria seconded with all in favor.
 - Digger Derrick Truck – Alderman Hays made a motion to solicit bids for a used digger truck; Alderman Osbourne seconded with all in favor.
 - Tractor/Brush Hog – the Council previously approved soliciting bids however Kevin O’Bryan wanted to wait until after the first of the year to solicit bids. Alderman Rothweiler asked if the Council had ever looked into leasing these items. He stated there are really good deals on leasing. The bid specs will be changed to include Total Buy-Out or Lease Price.

- GIS Mapping – in order to get the utility lines in a mapping system, this would cost approximately \$5,000-\$10,000. Jackie Pangborn stated there is money in the gas department that could be used for this project if it is something that the Council would be interested in. Alderman Hays stated she thinks this would be very beneficial. Ms. Pangborn will proceed to look into this.
- Electric generators update – #9 & #10 ran; #8 is ready to go; #11-12 parts are on order that will cost approximately \$15,000.
- PeopleService contract currently states they will do water/sewer locates. However, they are currently not due to the City only having one locator. Ms. Pangborn asked if it should continue this way or buy another locator? Currently, PeopleService is assisting with meter reading to make up for not locating. It may be ok to amend the contract; but Attorney Williams will review. Alderman Osbourne also questioned when the PeopleService contract ends. He stated he doesn't want the contract to be up and the City not be prepared with other options such as Clarence Cannon water.
- The chlorine dioxide trial at the water plant is going well. There was a 66.9% reduction in TTHM's in the 4th quarter. Mr. Hausdorf stated this is a very promising reduction. The board originally gave approval for a 30-day trial but approval needs to be given for up to a year. Mr. Hausdorf suggests running the trial through October to get test data from each season. Currently, this trial is cost \$3100 monthly (\$500 rental fee for the generator & testing, \$600 for maintenance, and \$2000/month for chemicals). The cost to continue to October would be \$27,900. The Board is going to think about this and let Mr. Hausdorf know as soon as possible as he has to let DNR know. Alderman Hays asked how to let the residents know that the water is improving when all they are seeing are the notices being sent quarterly? The notices have to be sent because the tests are only done quarterly and are based on a running average, so even if the tests are good now, until the higher readings drop off, the notices still have to be sent. Mr. Hausdorf thinks there should only have to be one more notice sent out. Alderman Painter made a motion to approve for one month of the trial in order to look at the budget to see where this money can come from for the continuation of the trial; Alderman Rothweiler seconded with all in favor. Chris Cowell stated last year the City used the chemical true-up at the end of the year, and that option could be used again this year if needed.

Public Safety Report - No report at this time.

Administration Report

- Mill Street Project – the initial survey is complete.
- Benefit options available for long-term and short-term disability. Ms. Pangborn stated she will look into the costs of providing this to employees.
- The Zekind house at 602 E. Cleveland has gone through all of the necessary steps to be designated as a dangerous building. No response has come from the owner so the City will now demo the building and add the cost to the property

as a special tax assessment. Alderman Hays made a motion to solicit bids for demolition; Alderman Osbourne seconded with all in favor.

Nuisance committee report

- The minutes from the meeting held on January 23, 2020 were reviewed. Alderman Osbourne motioned to approve the minutes; Alderman Painter seconded with all in favor.
- A meeting has been scheduled for February 20, 2020 at 5:15 p.m.

Park Report –The next meeting will be February 18, 2020 at 4:30 p.m.

Economic Development Report

- The Economic Development committee met and recommends that the City move forward with MarksNelson by allowing Mayor Long to sign the Engagement Letter. This includes a payment of \$5,000 at signing and the rest billed monthly. Alderman Painter made a motion to approve the recommendation of the Economic Development committee, Alderman Hays seconded with all in favor.
- The Economic Development committee also reviewed the Contract for Services with DTMC. It was suggested that the City approve \$15,000 for services for the period of March 1, 2020 through September 30, 2020 but payment be contingent upon quarterly meetings and knowledge of where the money will be spent. Debbie Kendrick respectfully requests information on what the council is approving so she can report back to DTMC. Attorney Williams will draw up a revised contract for services for approval at the next Council meeting.

Attorney's Report

- Attorney Williams is working on a couple of ordinances for the nuisance committee.

There being no additional information to discuss, Alderman Osbourne motioned to adjourn the meeting and Alderman Rothweiler seconded it with all in favor. The meeting was adjourned at 7:27 p.m.

MAYOR JOHN LONG

CHRISTINE ELLISON, City Clerk