



CITY COUNCIL MEETING

April 8, 2019

CALL TO ORDER: Mayor Kingsbury called the meeting to order at 7:01 PM. The Pledge of Allegiance was said, and Randy Cranston said a prayer. Councilors present: Michael Taylor, Jim Crowther, Brian Schumacher, and Greg Atkin. Staff Present: Myrna Harding, Finance/Office Manager; Alan Frost, Public Works Director; Katie Scott, City Recorder; Steve Tabor, City Attorney; and Deputy Tom Barber. There were 5 people in the audience.

ADDITIONS OR MODIFICATIONS TO THE AGENDA –

- Removal of Resolution 1819-14

PRESENTATIONS/COMMENTS FROM THE PUBLIC – None

CONSENT AGENDA:

- A. Meeting Minutes – March 11, 2019
- B. Expenditures – March 2019

MOTION: Councilor Atkin moved to approve the consent agenda. Seconded by Councilor Crowther. 5 ayes, motion carries.

STAFF REPORTS

- A. **Police** – Deputy Barber presented the police stats for the month of March. There were 39 calls to service. Alarms continue to be an issue at Pacific Power. The City is in charge of charging for false alarms as stated by City Ordinance.
- B. **Steve Tabor, City Attorney** – Nothing to report.
- C. **Alan Frost, Public Works Director** – Alan Frost presented his prepared Public Works report to the Council.
- D. **Myrna Harding, Office** – Myrna Harding presented her prepared staff report for the office. She is working hard on the budget. She reminded council that they need to file their ethics reports, and that the budget committee meeting is on May 6th at 6:00 PM.

ACTION ITEMS:

- A. **Parks Committee Applications:** There were a total of 8 applications submitted for the Park Committee. There are 5 spaces available for the committee. Council reviewed the applications and was in agreement to appoint Rick Kauffman, Jeff Bohnke, Steve Sedor, Dave Schumacher and Stacy Hollenbeck.
- B. **Review & Acceptance of RFP's for Audit Services:** The City sent out an RFP for Audit services. Boldt, Carlisle & Smith, and Grove, Mueller, & Swank submitted Proposals to the City. There was a discussion amongst the Council regarding staffing, cost, and reviews.

MOTION: Councilor Atkin moved to accept to Grove, Mueller, and Swank as the City auditor. Seconded by Councilor Crowther. 5 ayes, motion carries.

- C. **Letter from Resident:** A resident had a large leak at their house on their side of the water line. The letter is a request to ask for a reduction in the water bill. Discussion followed.

MOTION: Councilor Atkin made a motion to reduce bill to \$146.50. Seconded by Councilor Crowther. 5 ayes, motion carries.

ORDINANCES/RESOLUTIONS: None

Continuing Business:

- A. Xpress BillPay: There was discussion of the Xpress BillPay services, including fees involved and the usage of credit cards. There was discussion on the City absorbing credit card fees or requiring residents to pay the convenience fee if they choose to pay with credit cards.

MOTION: Councilor Crowther moved to purchase the Xpress BillPay and enact the 3% fee. Seconded by Councilor Taylor. 5 ayes, motion carries.

- B. 2019-2020 Employee COLA's: Myrna noted that she contacted COG to get information from other City's as to what percent COLA they are giving to their employees. She also contacted City's within our range of populations to get information from them. She received a calculation from one City that uses the US CPI-U percentage and the West Region CPI-U to create an average percentage Mayor Kingsbury recommends that we use this calculation to calculate that COLA from year to year.

MOTION: Councilor Atkin moved to utilize the COLA survey calculation for future years, and to authorize a 2.35% Employee COLA for the 2019-2020 year. Seconded by Councilor Taylor. 5 ayes, motion carries.

INFORMATION ITEMS:

March Revenue Statement

Water Reports: Councilor Crowther would like Public Works to look into the water loss from the wells.

COMMITTEE REPORTS

Mayor Kingsbury: Will be looking into setting up a sewer meeting. He will be giving employee reviews, and Councilor Schumacher will take over Personnel. He also spoke with Steve Ward about a contract, currently the City does not have a written contract with the City Engineer. Steve Tabor stated that a written contract is not necessary, although it may be beneficial. Councilor Taylor recommended that the City look into additional engineering options.

Michael Taylor: Has spoken with Young Mobile Entertainment and set up the dates of July 13th & August 17th for Movies in the Park. There was mention of a screen donation to the City to accommodate the Movies in the Park. There was a discussion of First Tuesday's in the Park. Council was in agreement to no longer hold the First Tuesday event in July as it is not well attended and focus more on the National Night Out Event in August.

Jim Crowther: Nothing additional to report

Greg Atkin: Has been working with Alan on the Emergency Preparedness Plan to decrease the number of pages involved. He has also been working with Myrna on the budget.

Brian Schumacher: Nothing to report.

Adjournment: Councilor Crowther moved to adjourn the meeting. Seconded by Councilor Taylor. 5 ayes, motion carries. Meeting adjourned at 8:16 PM