

December 1, 2009 **Council Minutes**

The regular meeting of the Colby Common Council was called to order at 7:30 P.M. by Mayor James Schmidt. On roll call: Beisner, T Schmidt, Raatz, Schraufnagel, Holtzhausen, Hederer and Kaiser. Lange was absent. Also present were Deputy Clerk Jessie Polivka, DPW Harland Higley Jr., Engineer Mike Voss, Engineers from Ayers and Associates, and an engineer from CWE.

Agenda was posted by the clerk. The agenda will stand as the order of the meeting.

Minutes of the November 3rd & 11th council meeting were pre read and reviewed. Motion was made and seconded to approve the agenda with one correction (Mike Voss was not present at the November 3rd meeting.) Motion carried with a voice vote.

Financial Statement and Bills were discussed. Motion was made and seconded to pay the bills as presented. The amounts approved are as follows: General Fund \$61,524.21; Water Department \$19,773.74; Sewer Department \$37,395.01; TIF Fund \$104,730.50; Net payroll \$17,583.03. Motion carried with a voice vote.

Colby-Abbotsford Police Commission met on November 9th.

The commission approved the minutes and bills.

Under review and approve expenditures, Chairman Lange questioned why the Whenlen light bar was classified under the automobile maintenance general ledger account. Chief Gosse explained that he hadn't noticed that, but he will have City Clerk Lopez correct that to take it from the grant account. Motion Voss/T. Schraufnagel to approve the expenditures in the amount of \$16,200.36 plus the Capital One bill. Motion carried without negative vote.

Under discuss/approve non-law enforcement job description, there is \$4,000 tentatively approved for a part time position. Lange was unsure if Abbotsford City Council had approved that amount. Lange stated that the position has not been approved by the police commission, and the review of the job description is just that, a review, and not an endorsement of the new position. The City of Colby did pass the budget that included \$4,000. They have not, approved the position. Chief Gosse explained that Abbotsford approved the budget but didn't approve the position. The Abbotsford City Council would like to see a job description first. Lange questioned if this position would be a temporary position. Following along with the job description in the Police packet (enclosure) items 1-3 would classify a start and end period of time. Item 4, is not entered into the computer at the time of registration, it is for the D.O.T.'s information. It was questioned by members of the public in attendance why there is extra information needed if the D.O.T. doesn't need it. It was also questioned about the liability of allowing unnecessary availability to that information. Item 5, Chief Gosse explained that the Officers file a report and than Gosse reads it and makes a folder for each report. Gosse would like to be able to give that duty to the part time position holder. Item 6, is also a temporary position. Item 7, would be for cleaning equipment as well as any other needed cleaning. Lange inquired as to if this is a janitorial position. The Chief stated that there are times when things do need to be cleaned up in the offices and certain equipment after being used. Item 8, would be for running to get a car or to do an errand. It was stated that both City Deputy Clerks could generate a list of all the businesses and their emails address for emergencies. Chief Gosse explained that this needs to be done on a regular basis, as owners and managers of each business change. He would like to have the correct information when he has to make a call at 3:00 a.m. about a burglary or other situation and have the current information. It makes the Department look bad when the wrong person is called due to a lack of updated information. Lange noted that his only concern is that most of this job description is temporary and task specific, maybe the Department just needs to hire a temporary part time person with a start and end date and expense it as opposed to trying to get approval from both cities for another position. It was stated that the Chamber of Commerce has over 200 of the business emails that could be made available to the department. Lange inquired as to if a blip could be put in the Tribune as a public service asking for this information to be sent to the police department as well.

Under Chief's report, vehicle maintenance report, all vehicles are in good shape. Lange stated again that based on the year to date stats that another position would have difficulty being approved by both councils as the numbers are down significantly in many areas. Chief stated that Criminal investigations take much more time the numbers are down but the police are busy.

Next meeting will be held December 14, 2009 at the Colby/Abbotsford Police Department at 6:00 p.m.

Streets/Water/Sewer Committee met on November 30th.

Closing of Lincoln Street: Mike Connelly from PCA stated that the reason for closing Lincoln Street is they lost parking when the highway was re-done. They lost about 14 spots up front. They would like to make Lincoln Street into a private parking lot with the entrance being on Main Street. They would also maintain the lot. Citizen Ron Morrow was present and did not see the need to close the street. It was also asked if PCA had checked into the lot with the old laundry mat on it and he said they had looked into but had environmental concerns with that option. Connelly stated that they have not pursued anything within the company were waiting to see the feasibility of the project. The committee would look into it.

Lights from the highway project: Scott Oestrich approached the committee about using the old street lights that are leftover from the highway project for the pulling track. The pulling track is interested in 16-18 poles and is interested in the poles only because they would be changing out the lights. DPW Higley stated that there 31 poles leftover from the highway project. He stated that the city needs to see what they are going to do for lighting on the upcoming Spence Street Project first, but if the city did not use the old lights he did not see a problem with installing them at the pulling track. It was also suggested that the pulling track could use the lights that are now currently on Spence Street. Motion was made by Schmidt, seconded by Raatz to allow up to 20 poles to be installed out at the pulling track after the Spence Street Project. Roll call was called. Ayes- Hederer, Kaiser, Schmidt, Raatz, Schraufnagel. Noes- Holtzhausen, Beisner. Motion

passed with a 5-2 vote.

Snow Plowing on Highway 13: Hederer was approached by a citizen who was wondering what the city was going to do about plowing the sidewalks on highway 13. Right now the city currently removes the snow from Clark Street and then north. The concern from the committee was that if you do for one then where do you stop. The committee decided to leave the city's snow plowing policy as is.

Engineering Bids for Spence/Dehne Street: The city received two bids for the project. Ayers and Associates's bid was \$89,200, and CWE Engineering's bid was \$83,180. Motion was by Holtzhausen, seconded by Beisner to hire Ayers and Associates for the project. Roll Call was called. Ayes- Hederer, Kaiser, Beisner, Holtzhausen. Noes-Schmidt, Raatz, Schraufnagel. Motion passed with a 4-3 vote.

Engineering Bids for Well #13 Construction: The city received three bids for the project. MSA's bid was for \$41,076, Ayers and Associates's bid was for \$59,300, and Crispell-Synder's bid was for \$76, 525. Motion was made by Schmidt, seconded by Beisner to approve MSA's bid for the Well # 13 project. Roll Call was called. Ayes-Kaiser, Beisner, Schmidt, Raatz, Schraufnagel, Holtzhausen, Hederer. Motion carried without a negative vote.

Altronex Control Systems for Update to Telemetry system:

It was discussed to purchase a new telemetry system for the water plant. For the electronic system the cost was \$27,380. Optional pricing with the system was: \$9,400 for Well #13, \$1,275 for a report printer, & \$2,845 to replace the existing chatter box. Motion was made by Holtzhausen seconded by Schraufnagel to approve the bid for the update to the water system not to exceed \$42,000. Roll call was called. Ayes- Beisner, Schmidt, Raatz, Schraufnagel, Holtzhausen, Hederer, Kaiser. Motion carried without a negative vote.

Coupler for Loader 621: Kaiser stated that this was a good idea. Motion was made by Hederer, seconded by Kaiser to approve the purchase of the coupler. Motion carried with a voice vote.

Sewer Lateral Repair on South Third Street: Bill McGee stated that his sewer has been backing up into his house. He called Jakel plumbing to fix the problem and found that the sewer was coupled incorrectly from when 3rd Street was re-done years ago. The city was looking into the problem to see if the city would be responsible for this. MSA was called and they looked through their field records and Engineer Mike Voss stated that, according to the field notes the sewer lateral was a 6 inch clay pipe that had a 4 inch pvc pipe inserted into it and he said that 'this is not the way it should have been done.'

The committee met in closed session at each of these meetings to interview candidates for the position Custodian. Motion was made by Holtzhausen, seconded by Schraufnagel to approve hiring Jeri Schmidt for the Custodian position at a wage of \$8.50 with an increase at 6 months to \$9.00. Motion carried with a voice vote.

Mayor Schmidt discussed his meeting at McDevco.

Harland Higley Jr: The following building permits were issued: Karen Ewert, 107 S. 6th Street.

DPW Higley stated that they were coming this week to finish up all the odds and ends of the highway project.

Operator's License: Applications were received for operator's licenses for the following: Elise Woik, 503 W Adams, Colby's Motion was made by Schraufnagel, seconded by Beisner to approve. Motions carried with a voice vote.

Contract for 2009 Audit with Vig and Associates: The audit fee for the current year will range from \$8,150-\$8,750. Motion was made and seconded to hire Vig and Associates for this year's audit. Motion passed with a voice vote.

Christmas Gifts for the City Employees: Motion was made and seconded to give the city employees a \$25 Colby Chamber of Commerce Gift certificate for the 2009 year. Motion was made and seconded. Motion passed with a voice vote. Raatz abstained from voting.

Committee meetings for November: Colby-Abbotsford Police Commission will meet on December 14th at 6:00 P.M. at the Colby-Abbotsford Police Department. Personnel/Labor Relations will meet on December 9 at 5:15 P.M.

Adjourn: Motion was made and seconded to adjourn at 8:35 P.M. Motion carried with a voice vote.

Approved \_\_\_\_\_ Mayor \_\_\_\_\_  
James W Schmidt  
Attest \_\_\_\_\_  
Connie Gurtner, Clerk