

February 2, 2010 **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: Lange, Beisner, T Schmidt, Raatz, Holtzhausen, Hederer and Kaiser. Schraufnagel arrived at 7:32 P.M. Also present were Clerk Connie Gurtner, DPW Harland Higley Jr. and Engineer Mike Voss.

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

Minutes of the January 5, 2010 council meeting were pre-read and reviewed. Motion was made by Hederer, seconded by Beisner to approve the minutes as presented. Motion carried with a voice vote.

Financial Statement and Bills were discussed. Motion was made by Hederer, seconded by Lange to approve the bills as presented. The amounts approved are as follows: General Fund \$412,397.29; Water Department \$22,602.90; Sewer Department \$39,740.93; TIF Fund \$37.00; Net payroll \$18,181.30. Motion carried with a voice vote.

Colby-Abbotsford Police Commission met on January 11th.

The commission approved the minutes and bills.

Discuss/Approve Audit: It was mentioned that the audit states the city clerk♦s should be part of the budgeting process. It is believed that the clerks do look at the budgets and if there were any issues they would certainly bring those to our attention. The audit also mentions that the city clerk who is not in charge of the books should review the books half way through the year. Raatz had talked to the Colby City Clerk and Clerk Gurtner feels this is something that they could certainly do. Mayor Sossaman noted that the 2008 budget was over budget by about \$37,000 and she also pointed out that this past years budget was also over. There was a discussion explaining that the budget was not over as much as it shows because of how new vehicles are budgeted and paid for. The commission approved the audit that was presented. Motion passed

Chief♦s Report ♦ The department has moved into the new building and council members are more than welcome to come for tours. The Chief did point out the building is bigger than they would have made it if they had built it from scratch but they had to work with what the old building offered.

Motion was made by Beisner, seconded by Schraufnagel to approve roll-over of fund balances using the balances as of 12/31/2009, the amounts are as follows. Motion carried with a voice vote.

General Fund \$15,204.27  
Auto Fund \$3,704.65  
Retirement Benefits Accum Sick Pay \$4,999.93  
Tracs \$11,649.02  
Lockout Fund \$703.81  
New Building Furnishings \$25,099.18  
Temporary Plate Fund \$1,018.01

Motion was made by Schraufnagel, seconded by Lange to approve the actions and expenditures of the Police Commission for January. Motion carried with a voice vote.

City Planning Committee met on January 11th.

Russell Ratsch from Ratsch Engineering presented a Feasibility Study for the Old Clinic Building. The existing library with adding bathroom square footage is approximately 2,700 square feet and the Old Clinic Building is about 4,200 square feet. He presented a proposed floor plan showing all the existing shelving and work stations along with bathrooms into this new building. The basement space would only be utilized for mechanical rooms and could not be used for break room or storage according to accessibility laws.

The Clerk distributed a copy of the Abbotsford Truancy ordinance that Ron Gosse has asked the Colby City Council to adopt. The committee will review and discuss at our next meeting after we discuss with the school district.

The committee started discussing the accessory building ordinance with asking what defines attached to the house. The committee agreed that to attach a garage should be described as joined at the roof. DPW Higley will research what wording would describe our goal. The committee discussed also allowing any existing garage be reconstructed within the same footprint of the existing garage even if it does not meet the current setback requirement. The clerk will re-write the existing ordinance to allow accessory buildings/garages to cover up to 30% of rear lot or up to 2,000 square feet whichever is greater. The committee would also like to include some wording prohibiting the construction of cover all type buildings.

The committee discussed how to handle the parking of 20 foot trailers on city streets. Our ordinance allows parking for only one hour and we have situations were more time may be required. DPW Higley suggested issuing permits. Chief Gosse will be asked to attend the next city planning meeting to give his ideas to the committee. Personnel/Labor Relations Committee met on January 18th.

The committee met in closed session to discuss non-union wages/benefits. The committee recommended a \$.75 raise for Clerk Gurtner for the Master Municipal Clerk certification and also a raise of 1.5% in January 2010 and 1.5% in July 2010. The committee also recommends a raise of 1.5% in January 2010 for DPW Higley. The city will also pay his entire annual

cell phone bill. Motion was made by Hederer, seconded by Holtzhausen to approve the non-union wages/benefits as presented. Raatz abstained from voting. Motion carried on a voice vote.

Mayor Schmidt: Mayor Schmidt reported on the meeting of the United Communities of Clark County. He also reported on the meeting he attended at McDEVCO.

Clerk Gurtner: Clerk Gurtner reported that tax collection went well this year and the delinquents seem to be the same as other years.

DPW Harland Higley: The following building permits were issued: David Yutzy, 129 First Street, interior remodeling; Scott Decker, 304 N Second Street, kitchen remodel.

Plans for the Spence Street are completed and the Streets/Water/Sewer Committee should meet to review.

The city will attend a meeting regarding the pipeline and should have more information after that meeting.

Engineer Voss: MSA had filed in December the intent to apply for funding with the safe drinking water program for the construction of Well #13.

Operators ♦ Licenses: Applications were received for operators ♦ licenses from the following: Cally Hale, 251 Parkside Dr, Apt 12, Dorchester ♦ motion was made by Hederer, seconded by Holtzhausen to approve; Samantha Smith, N16160 Liberty St, Dorchester ♦ motion was made by Holtzhausen, seconded by Schraufnagel to approve. Motions carried with a voice vote.

Roll-Over Funds from 2009 to 2010: Motion was made by Schmidt, seconded by Holtzhausen to roll over amounts as follows. Motion carried with a voice vote.

FUND BALANCE  
GENERAL \$ 534,146.63  
MACHINE/EQUIP \$ 55,104.35  
OFFICE EQUIP \$ 8,257.83  
DONATIONS \$ 15,002.82  
OFF STREET PARKING \$ 6,012.23  
STREET LIGHTS \$ 24,541.85  
STREET MAINTENANCE \$ 13,620.49  
GRANT PLANNING \$ 10,612.85  
ECON DEVELOPMENT \$ 8,731.41  
ENVIRONMENT CONCERNS \$ 527.65  
SIDEWALKS \$ 16,447.50  
STORM SEWER \$ 55,543.56  
FIRE DEPT EQUIP \$ 27,140.26  
OFFICIAL MAPPING \$ 7,500.00  
TOTAL \$ 783,189.43

Committee meetings for February: Colby-Abbotsford Police Commission will meet on February 8, 2010 at 6:00 P.M. at the Colby-Abbotsford Police Department. Water/Sewer/Street Committee will meet on Thursday, February 4th at 6:00 P.M. City Planning Committee will meet on Monday, February 15th at 6:30 P.M.

Adjourn: Motion was made by Beisner, seconded by Schmidt to adjourn at 8:10 P.M. Motion carried with a voice vote.

Approved \_\_\_\_\_  
James W Schmidt, Mayor

Attest \_\_\_\_\_  
Connie Gurtner, Clerk