The regular meeting of the Colby Common Council was called to order at 6:30 P.M. by Mayor James Schmidt. On roll call: O’Brien, Schmidt, Kolden, Hesgard, Oestreich, Hederer and Kaiser. Solberg was absent. Also present were Mayor James Schmidt, DPW Higley, Clerk Gurtner and Engineer Voss and employees of the city.

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

**Minutes** of the November 5th meeting were pre-read and reviewed. Motion was made by Schmidt, seconded by Kolden 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 O’Brien to approve the financial statement and bills. The amounts approved are as follows: General Fund $93,070.77; Water Department $33,184.93; Sewer Department $22,639.25; TIF Fund $128,825.00; Net payroll $20,159.50. Motion carried with a voice vote.

**Pay Request #2 (Final) North Tower Project – Champion Tank for $6,432.00:** Motion was made by Hesgard, seconded by Oestreich to approve pay request #2 to Champion Tank for $6,432.00. Motion carried with a voice vote.

**Colby-Abbotsford Police Commission** met on November 11th.

The commission approved minutes and expenditures.

2020 Health and Dental Insurance Renewal: Chief Bauer said the 2020 quote for health insurance came in at a shocking 13.2% increase. Mayor Voss noted she was pro law enforcement, but that in this day and age, employees should be expected to pay a portion of the deductible amount. She suggested having the employees pay the first $500 on a single plan and the first $1,000 on a family plan. In the past, officers have not had to pay anything toward the health insurance deductible. Officer Schreiber noted Colby/Abby officers pay 20% of the premium cost, while most other police departments in Clark County only require a 10% contribution for employees. Discussion included possible use of Health Savings Accounts in the future. It was noted that municipal budgets are tight. Bauer presented Transitional Relief Option #1 from Security Health Plan which increases deductibles from $2,500 single/$5,000 family to $3,000 single/$6,000 family, resulting in a premium increase of 3.94%. Bauer said a 4% increase had been included in the 2020 CAPD budget. The commission approved recommendation of Transitional Relief Option #1, and requiring employees to pay the first $250 of the deductible amount (single plan) and the first $500 of the deductible amount (family plan), at a total estimated cost of $113,704.04. Motion was made by Schmidt, seconded by Oestreich to approve this recommendation of Transitional Relied Option #1. Motion carried with a voice vote. The commission voted to recommend to both city councils approval of the 2020 Delta Dental Plan renewal, with a monthly premium of $623.86, which represents a 0% increase from the 2019 premium. Motion was made by Schmidt, seconded by Hesgard to approve this recommendation. Motion carried with a voice vote.

Chief's report:Chief Bauer said new officer Nicholas Rudolph would be working alone on shifts beginning the week of November 18. He said there were several mechanical issues with vehicles, including a potential expense of up to $3,000 to repair the Ford Interceptor. He said $5,000 was received to reimburse the School Resource Officer's mileage expense. Chief Bauer said he had been covering calls on some shifts and doing the reports. He noted the Clark County District Attorney had resigned, with the Assistant District Attorney slated to move up into the position. He said there were a number of cases to be dealt with. He was assured that the case regarding the daycare in Abbotsford would be moving forward. There were 852 officer and office activities reported for October, totaling 8,483 year-to-date. In October, the K9 had six deployments resulting in six arrests.

**Personnel/Labor Relations Committee** met on November 19th and December 3rd.

Clerk Gurtner suggested that the committee increase the wages for election inspectors. They are currently paid $8.00/hr for Inspectors and $9.00/hr for Chief Inspectors. The committee made a motion to approve a pay increase for Election Inspectors to $10.00/hr and Chief Inspectors to $12.00/hr. This item will be added to the January Council meeting agenda for approval.

Kolden passed out spreadsheets showing a few different ways to calculate wage increase using the CPI of 2.07% and also showing using CPI and 50% of the health insurance savings for 2020. The first scenario was to group City of Colby staff in two groups, but this scenario would give higher increases to the supervisors. The second scenario was to group the city staff all together and everyone would get the same increase of $.51/hour. The third scenario was to group the city staff all together in the calculation but also adding 50% of the health insurance savings as an hourly wage increase. Kolden had used a state wide average of health insurance premium increase to calculate the savings and took 50% of that savings and created an addition hourly wage increase to the employees. The hourly wage increase for each employee using this scenario was $.69/hour. The committee discussed all three options. The committee decided to recommend option three to the full council which is $.69/hour. New wages for Allan Raatz and Clint Smith - $24.71, Craig Lieders and Merlin Schaefer - $24.46, Jessie Polivka - $19.55, Harland Higley - $30.70 and Connie Gurtner - $28.42. Motion was made by Kolden, seconded by O’Brien to approve the $.69 wage increase as presented. Motion carried with a voice vote.



The committee reviewed the employee feedback process. Supervisors will meet with each employee and do a performance evaluation. The committee invited all employees to come to the next meeting with any questions or concerns. The next meeting will be at 5:30 PM on December 3rd before the council meeting to discuss with employees the new wage calculations and the amount they plan to recommend to the council. There will also be a closed session on the agenda if any employees want to meet with the committee.

Security Health Plan Renewal:Clerk Gurtner reviewed the renewal with council. The city joined the Spectrum Employee Benefits Cooperative last year and we have a 0% increase in premiums for the 1/1/2020 renewal. Our plan is a premier HMO with $2,000/$4,000 deductible and a max out of pocket of $3,000/$6,000. Motion was made by Kolden, seconded by O’Brien to approve the renewal with Security Health Plan for 1/1/2020. Motion carried with a voice vote.

**City Planning Committee** met on November 19th.

Ordinance to Address Containers Being Used as Accessory Buildings:Clerk Gurtner explained to the committee that the city has seen two individuals moving a storage container onto their property. There was discussion on how to handle these containers. Should the city allow them in certain districts and/or limit the amount of time these containers are allowed. The committee wants to take some action soon and would like to restrict these temporarily until we create an ordinance. The committee voted to suspend approval of any building permits for storage containers until the council creates and regulatory ordinance.

Ordinance 2019-9 – Ordinance to Create Section 13-1-205 Regulating Shipping Containers and Similar Conveyance Containers: Motion was made by Schmidt, seconded by Oestreich to approve Ordinance 2019-9 as presented. The ordinance restricts these containers in the residential district to ninety days, but allows them in the General Industrial District. Motion carried with a voice vote.

TID #2 Forecast Options and Impact upon Closing:Clerk Gurtner reviewed the options available to the city when closing the TID. There is an option to extend the life for one year to improve affordable housing. If the city would choose to close the TID in 2021 as in the current plan, the city tax payers would see a decrease in the tax rate in 2022. The city also has the option to take a portion of the equalized value of the TID and use a that value in a formula to increase the city levy. The estimate operating levy increase from the TID closing is $56,000. Taxpayers of the city would still see a tax rate decrease but it would be lower with this option. The committee voted to recommend to the council to take advantage of the addition equalized value in the TID to increase our levy as allowed by the law in the year that the TID closes. Motion was made by Schmidt, seconded by Kolden to approve this recommendation. Motion carried with a voice vote.

**Central Fire & EMS District** met on November 21st.

O’Brien reviewed the meeting with the council.

**Mayor Schmidt:** Mayor Schmidt will report on the meeting of the United Communities of Clark County next month.

Mayor Schmidt would like to appoint: Joanne Bartnik, Lee Kashinska, Julie Johnson, Charlotte Haines, Janet Gurtner, Sharon Rachu, Duane Webb, Karen Winkler, Bev Fecker, Donna Klemke, Henry Sanchez, Michelle Albrecht, Nancy O’Brien, Hannah Gurtner, Tammy Solberg and Bonnie Hoernke as election inspectors for the 2020-2021 term. Motion was made by Hederer, seconded by Kolden to approve the appointments. Motion carried with a voice vote.

He also invited all the council members to attend the Colby Community Library’s 140th Anniversary on Thursday.

**Clerk Gurtner**: Clerk Gurtner reported that the 2019 tax rate has been calculated and tax bills should be in our office soon and mailed out by December 13th.

**DPW Report:** The following building permits were issued: Verizon, 120 Dehne Dr, Ste L, new signs.

DPW Higley reported on the pumpage of water for November 2019.

**Engineer Voss:** We are still having problems with the nitrate analyzer in the Well #9/Well #12 Transition Line Project. MSA has told the general contractor that they have until January 3rd to prove that it is working properly. Voss said that he is going to request that the city only has to provide testing results to the DNR quarterly rather than use the analyzer.

**Johnson Block 2019 Audit Contract**: The proposal for the 2019 audit from Johnson Block is for $17,000. Last year the city paid $16,125 for the audit. The cost is determined on time and expenses and can fluctuate. Motion was made by Hederer, seconded by Oestreich to approve the contract for the 2019 audit with Johnson Block at a cost not to exceed $17,000. Motion carried with a voice vote.

**Employee Christmas Gifts:** Mayor Schmidt reported that the city has given a $25 chamber gift certificate to employees in the past. Motion was made by Schmidt, seconded by O’Brien to give the employees a $25 chamber gift certificate to employees as a Holiday gift. Motion carried with a voice vote

**Committee meetings for December:** Colby-Abbotsford Police Commission will meet on December 9, 2019 at 6:30 PM at the Police Department. Central Fire & EMS District will meet on December 19, 2019 at 7:00 PM at Station 2 in Abby.

**Adjourn:**  Motion was made by Hederer, seconded by O’Brien to adjourn at 7:18 PM. Motion carried with a voice vote.

Approved \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 James W Schmidt, Mayor

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