

October 7, 2013
5:15 P.M.
Commission Room

The Commissioners of the City of Horton met for a regular meeting on Monday, October 7, 2013 at 5:15 p.m. in the City Hall Commission Room.

Mayor Lentz called the meeting to order and the prayer was led by Al Barton.

Present: Mayor Lentz, Commissioners Krug, Forkenbrock, Edwards and Barton, Kevin Hill, and Kim Clausen.

Motion by Commissioner Forkenbrock to add two Executive Sessions to the Agenda after Chuck Schecher speaks. Seconded by Commissioner Edwards. All aye.

Motion by Commissioner Forkenbrock to approve the minutes from the September 16, 2013 regular meeting, and the September 20th & 25th special meetings. Seconded by Commissioner Barton. All aye.

Commissioner Forkenbrock made the motion to approve Appropriation Ordinances #3265 & 3266(Payroll) for \$32,258.73 and \$31,130.61. Seconded by Commissioner Barton. All aye.

Commissioner Forkenbrock made the motion to approve Appropriation Ordinance #3267(Disbursements) for \$3,209,740.19. Seconded by Commissioner Barton. All aye.

Public Comments

Mark Tollefson was present and requested that the Veteran's Day Parade take place at 2:30 p.m. on November 11, 2013. Motion by Commissioner Edwards for the city to allow the Veterans Day Parade to be held. Seconded by Commissioner Barton. All aye. The parade will take the same route as it has in previous years.

Chuck Schecher spoke with the Commission about water leaks he has experienced in his home since the sewer project. Mr. Schecher recommended that residents install backflow valves on their supply line coming into their homes. Commissioner Edwards feels that the homeowner should be responsible for installing the backflow preventer.

Jessica Gigstad from the high school drama club requested that they have the permission to host a 5K run again this year. Motion by Commissioner Barton to allow the 5K run at 10:00 a.m. on October 19, 2013. Seconded by Commissioner Forkenbrock. All aye. They will run the same route as they did last year.

Update from the Chief of Police

John Calhoon provided the Commission updates on a number of items including:

- The city crew cleaned out the garage bay and the upstairs in preparation for an overhaul of the upstairs area to have a conference room, John Calhoon's office, and a few desk stations for the police officers and the code enforcement officer.
- Accident coverage or short term disability for volunteer's including coverage for a possible Reserve Program.
- Clarification from the Commission on assisting neighboring jurisdictions.
- Requesting quotes to have 8 new recordable security cameras installed at City Hall for public and staff safety.

-Supplying the officers with Fleet fuel cards which can save the city 18.4 cents a gallon. Mayor Lentz asked Chief Calhoon to check with the local gas stations to make sure the cards are accepted.

- Writing up a new policy on the ride along process including the application process, notifications, and why the citizen is requesting to do the ride along.

-The Chiefs spending limit before he needs to get approval from the Commission.

-Staffing, and utilizing part-time help. Hiring part-time officers and dispatchers that are willing to work the hours that need covered.

-Using the diversion fund for schooling/training for the officers. Earmark some of the fund for law enforcement?

Luke Pollock showed up and talked to the Commission about the buildings downtown. He would like to see the Commission and the Chamber be more proactive in brainstorming ideas to encourage business owners to keep up on the maintenance of their buildings in the wake of the building that collapsed and had to be demolished.

10 Minute Executive Session

Motion by Commissioner Forkenbrock to go into a 10 minute executive session at 6:28 p.m. to discuss non-elected personnel to include the Commission, Kevin Hill, John Calhoon, and Kim Clausen. Seconded by Commissioner Edwards. All aye. No action taken after executive session.

15 Minute Executive Session

Motion by Commissioner Forkenbrock to go into a 15 minute executive session at 6:39 p.m. to discuss non-elected personnel to include the Commission, Kevin Hill, John Calhoon, and Kim Clausen. Seconded by Commissioner Edwards. All aye. No action taken after executive session.

Chris Corkran

Chris Corkran from Woody Financial Group spoke to the Commission about their company and how he would like to serve the city as our broker consultant. Chris stated that he typically represents the smaller cities and could be a great asset.

Sealed Bid

Motion by Commissioner Edwards to award the bid to install an AC unit at the sewer plant to Waser Plumbing & Heating in the amount of \$2500.00. Seconded by Commissioner Barton. All aye. The AC unit will be used to cool down the bulbs that keep blowing that keep the UV system working properly and will help the city stay in compliance.

Discussion of Generator Use for Training

The Commission asked if MPR & Associates could do the testing in June or July rather than the first quarter of the year. The rules are a little different with KMEA than they were with KPP. The Commission asked to table further discussion until next meeting.

Update on Sewer Project

Chris Becker, the inspector from BG Consultants has moved onto a different location and Larry Jerome will now be in charge of the punch list for up to 53 additional working days.

Mayor Lentz spoke of himself working on the punch list to save the city some money by decreasing the BG inspector's hours.

Staff Reports

Rex West and staff are close to completing the demolition of the house at 1024 2nd Avenue West. They are going to demolish the house at 228 West 14th before the weather gets bad.

Working on boring the line on the 400 block of east 12th.

They are working on doing some electrical work for the electric company on 13th and 7th Avenue West @ 100% of their expense.

Fall Cleanup Day will be help on Saturday, October 12th.

10 Minute Executive Session

Motion by Commissioner Forkenbrock to go into a 10 minute executive session at 7:25 p.m. to discuss non-elected personnel to include the Commission, Kevin Hill, John Calhoon, James Stuart, and Kim Clausen. Seconded by Commissioner Edwards. All aye.

After executive session a motion was made by Commissioner Forkenbrock to move James Stuart to the Police Department under the supervision of John Calhoon to perform duties associated with both police and code enforcement officer. Seconded by Commissioner Edwards. All aye.

City Clerk's/Administrator's Agenda

Kim asked for permission, on behalf of Lyle Gibson for him to set traps at Mission Lake and the Little Lake for muskrats to prevent bank erosion. They also tear up the trap nets set when Wildlife and Parks is test netting in the fall.

Motion by Commissioner Forkenbrock to allow Lyle Gibson to set traps for muskrats at both Mission Lake and the Little Lake starting in November. Seconded by Commissioner Barton. All aye.

Commissioner's Agenda

Commissioner Krug

Commissioner Forkenbrock

Commissioner Forkenbrock was approached about the city helping in repairing the roof leak at the senior citizens Blue Building. The City Administrator will contact Keith Olsen about him attending the next Commission meeting to discuss.

Discussed having a cleaning person at City Hall to clean light fixtures, upstairs offices, and other general cleaning. Commissioner Forkenbrock would like to look into possibly hiring a high school student.

Commissioner Edwards

Commissioner Edwards would like to nominate the city's sewer project for the 2013 Crown Communities award. Any city or county government project in the United States substantially completed between November 2012 and September 2013 is eligible. The city administrator will submit a nomination.

Commissioner Barton

No Comment.

Mayor Lentz

Mayor Lentz said Steve Parkey talked about a deal that the city can get on clamps from New Strawn, KS at discounted rates. Rex West and Steve will go through the existing inventory of clamps and see if we have the use for them.

Motion by Commissioner Barton to allow Mayor Lentz to head the upcoming city auction. Seconded by Commissioner Forkenbrock. All aye. Mayor Lentz will get some bids for an auctioneer, look at a day and time, and advertise in the paper.

Motion by Commissioner Edwards to approve Mayor Lentz to purchase the remainder of the large and electric water meters from HD Water Supply. Seconded by Commissioner Forkenbrock. All aye.

Motion by Commissioner Barton to allow Rex West to go out for bid on the street repair by Hammersmith's. Seconded by Commissioner Edwards. All aye.

Mayor Lentz asked the Commission about ordering the ball field lights from Michael Wilburn after the Parks and Rec Meeting since there is a 6 week turnaround time.

AG Partners Co-Op Inc. out of Powhattan would like to purchase dirt from the city.

Mayor Lentz spoke with Sheila Koelliker about a recent claim with the city's insurance company. Mayor Lentz asked the city administrator to investigate further.

Motion by Commissioner Edwards to adjourn the meeting at 8:26 p.m. Seconded by Commissioner Barton. All aye.

Kim Clausen, City Clerk

Tim Lentz, Mayor