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NOTE TO PERSONS REVIEWING THIS DOCUMENT: THIS IS NOT A VERBATIM TRANSCRIPT. WHILE AN ATTEMPT HAS BEEN MADE TO DOCUMENT PERTINENT POINTS, THESE MINUTES CONTAIN ONLY A SUMMARY OF THE DISCUSSION AND VOTING.

Mayor Carrie Roecks called the meeting to order at 7:00pm.

Roll call took place. Those present were council members Micki Harnois, William Benson, Clint Stevenson, and Mayor Carrie Roecks. Kristy Cochrane, Clerk/Treasurer, and several residents were also in attendance.

Mrs. Harnois made a motion to excuse Mr. Thompson. Mr. Benson seconded the motion. Motion was carried.

Mr. Stevenson made a motion to approve the minutes from January 06, 2016, with the expectation that line 129 will be corrected. Mr. Benson seconded the motion. Motion was carried.

PUBLIC COMMENT

None

ANNOUNCEMENTS

Gary Wagner has been in communication with Community Development Block Grant (CDBG) regarding the funding that the town has requested. Mr. Wagner thinks it's very promising that we will receive some of the money requested, but it is up to the commissioners at this point.

A single-year audit for federal funding that the Town has received in 2015 needs to be requested.

COMMISSION REPORTS

Mrs. Harnois told council about a house on First Street, and the communication she has had with the architect regarding re-zoning and adding on to the existing building.

COMMITTEE REPORTS

- Personnel Policy - Mrs. Harnois has a few notes to add and will drop her notes off in the drop box sometime soon.
- Fee Schedule – it was discussed that sewer connections outside city limits need to be considered and possibly added.

ORDINANCES/RESOLUTIONS

None

STAFF REPORTS

Public Works

- Mr. Stevenson gave an update on the progress that Public Works has made in the last few weeks and suggested that all staff get a Hepatitis B vaccine at the Town's expense.

Mr. Stevenson made a motion for the Town's staff to get a Hepatitis B vaccine at the Town's expense. Mr. Benson seconded. Motion was carried.

- Ms. Roecks announced that an abandoned house on Stringham Road has sold.
- Ms. Roecks mentioned the local break-ins and suggested that everyone try to do a drive through town whenever possible to show more activity during slow business hours.
- Mr. Benson said the SCOPE letters should be removed from the car to prevent liability issues later.

Clerk/Treasurer Report

- Ms. Cochrane read the Treasurer's Report for November's 2015 with the adjusted ending balance of \$624,388.63.

OLD BUSINESS

None

NEW BUSINESS

- There is now a vacant council position and a notice needs to be put on the reader board.

PUBLIC COMMENT

- Resident Ms. Benson suggested cameras somewhere in town to try and catch some of the recent crime happening around town

COUNCIL REPORTS

- Mrs. Harnois and Ms. Roecks will both be out of town next week.
- Everyone was asked to continue and think about short term goals we would like accomplished.

APPROVE CHECKS

Mr. Stevenson made a motion to accept the voided checks 13164, 13170, 13120, 13130, 13119, 13112, 13116, 13020, 12096, 9001, 12000, 13008, 13113, 13210, 12972, 12941, & 12943.

Mr. Stevenson made a motion to approve checks 13244 through 13252 for \$36,552.75.00. Mrs. Harnois seconded. Motion was carried.

Mr. Stevenson made a motion to approve checks 13238 through 13243 for \$2757.88. Mrs. Harnois seconded. Motion was carried.

Meeting was adjourned 8:25 pm.

Kristy Cochrane, Clerk/Treasurer

Carrie Roecks, Mayor