

City of Weiser
CITY COUNCIL MEETING

55 West Idaho Street

Weiser, ID 83672

Monday

JUNE 2, 2014

7:00 P.M.

SPECIAL CITY COUNCIL MEETING
MINUTES

Call to Order [7:02:00 PM](#)

ROLL CALL

PRESENT: Dan Randleman, Layna Hafer, Virgil Leedy, and Sherry Young.

ABSENT: Perry Plischke and Cliff Barberis

STAFF: Diana L Thomas, David Tate, Nate Marvin, Deb Dawson, Greg Moon, Don Loos, Rod Millbrook, Pat Malay, Carl Smith, Bill Taylor, Kerry Nyce, James Edwards, Lonnie Chambers, David Hodge and Sherri Breaux.

GUESTS: Matthew Townsend, Rickie Field, Robb Hilliard and Brian Wight.

NEW BUSINESS:

FY2015 BUDGET MEETING - DEPARTMENT HEADS PRESENT DRAFT BUDGET TO MAYOR & COUNCIL MEMBERS. [7:02:33 PM](#)

SEWER FUND: pg. 26, [7:02:42 PM](#)

[7:03:14 PM](#) - Perry Plischke arrived at the meeting.

City Clerk David Tate reviewed Sewer Revenues and Expense line items -11 through -28, -64 through -69 and -80 through -84. Clerk Tate noted that he is confident at this time that insurance rates will remain the same as last year, however, there is always a chance this could change before August. Discussion was held throughout the meeting. Clerk Tate pointed out increases in the expense line items created by the proposed 3% COLA increase.

[7:05:31 PM](#) - Mayor Diana L Thomas explained to the Council why she is suggesting a 3% COLA increase this year. This increase will be reflected in line items -11, -21 and -22.

[7:06:37 PM](#) Rod Millbrook, Sewer/Water Quality Control Supervisor reviewed the Sewer Department Expense Budget for the Council explaining increases and decreases:

-32 Operating & Special Dept. Supplies, \$2,000.00 increase due to increase cost for lab chemicals and supplies.

-44 Advertising & Legal Publishing, decrease of \$1,000.00.

-61 Repair & Maintenance - Auto, \$2,000.00 increase for continual maintenance and repair on old dump truck, jetter truck and vac-tron.

- 62 Repair & Maintenance \$2,700.00 increase for plant and collection system maintenance and repair parts.
- 70 WWTP DEQ Interim Construction \$6 Million, WWTP Improvement Project.
- 76 Other Equipment, add \$135,000 to \$200,000 to purchase a used, reconditioned Jet-Vac truck to replace the Jetter truck and Vac-Tron.

7:10:54 PM - Mayor Thomas explained to the Council that she had instructed all departments that large capital expenditures would not automatically be put into the budget, that they would have to bring them to the Council for the Council to decide. Mayor Thomas also pointed out that currently there is \$75,000.00 budgeted for utilities (-52) at the WWTP. With the Plant upgrade and installation of more cost effective equipment, this is one of the areas where we should see a decrease once everything is up and running. Discussion followed.

7:13:36 PM Lonnie Chambers, Lead Operator WWTP addressed the Council giving a short presentation about the Jet-Vac truck (-76) explaining why they would like to purchase the truck at this time. Discussion occurred throughout the presentation.

7:24:36 PM Rod Millbrook continued.

-79 Projects. Rod brought to the Council's attention the issue of having leaking, broken ditch water lines on top of sewer lines and how it makes replacing sewer lines very difficult. It also limits the time frame to put new line in the ground to early season and late season when ditch water is not in the lines. Rod explained that he does not know what to do with the ditch line situation. Discussion followed. City Superintendent Marvin stated that he thought it was a matter of sitting down and talking with the ditch companies as we had worked with them before. Nate further informed Rod that when work needs done in alleys the City comes first. Council Member Leedy added that the City has an easement in the alleys and agrees that we need to talk with the ditch companies. Discussion continued.

7:28:29 PM - Mayor Thomas asked Clerk Tate to explain to the Council how they had taken the interest and bond principle and made it part of the Wastewater Budget, noting the change in the Total Sewer Budget.

7:29:10 PM Clerk Tate explained the format changes made to the fiscal budget at the request of the City Auditor. These changes will eliminate the need for journal entries. Clerk Tate closed his comments pointing out that the Sewer Budget is balanced with Total Revenues at \$7,968,000.00 and Total Expenditures \$7,968,000.00. Clerk Tate noted the \$44,152.00 in the Depreciation Expense line item (-80) for the second year in a row. Discussion followed explaining depreciation.

WATER SERVICE FUND: pg 20, **7:37:34 PM**

Clerk Tate reviewed Water Revenues and Expense Line Items -11 through -28, 77, 83 and 84. Clerk Tate noted the projected increase in revenue created by the rate increase. He also pointed out increases in the expense line items created from the proposed 3% COLA increase.

7:40:39 PM Rod Millbrook, Water/Sewer Quality Control Supervisor reviewed the Water Department Expense Budget for the Council starting with line item -31, explaining increases.

- 43 DEQ Connection Fees, increase \$100.00 due to more connections.
- 73 Non-Building Improvements, increase \$3,000.00, starting 20 year change out for water meters.
- 76 Other Machinery & Equipment, increase \$59,627.00. Rebuild 11 year old River Bank Pump, rebuild 2 Chemical tanks, rebuild 2 Filter pumps and try to get a #3 Filter Pump.
- 79 Construction Projects, Rod explained that they would like to replace at least 2 blocks of water main per year.

[7:45:41 PM](#) Layna Hafer asked how many employees were in the Water and Wastewater Departments? 7 at the WWTP and 6 at the Water Plant.

[7:47:14 PM](#) Virgil Leedy informed the Council that the redundancy for the filter pump (-76) is very important and redundancy is required by law.

ELECTRIC FUND: pg 22, [7:47:55 PM](#)

Clerk Tate reviewed the Revenues and Expense line items -11 through -28.

[7:49:48 PM](#) Don Loos, Electric Department Supervisor reviewed the Electric Department expense budget for the Council starting with line item -31.

- 31 Postage & Office Supplies, decrease \$2,000.00
- 34 Minor Equipment, decrease \$100.00
- 51 Telephone, decrease \$300.00
- 53 Bonneville Power, increase \$25,000.00
- 60 Building Maintenance, increase \$6,000.00 to re-stucco the front and east side of the office put in a new steel front door, etc.
- 62 Repair & Maintenance - Other, decrease \$7,000.00 do not need to have bucket truck rebuilt this year.
- 72 Pole Yard Building Upgrade, decrease \$5,000.00
- 76 Other Machinery & Equipment, decrease \$1500.00
- 79 Construction Projects, decrease \$1,713.00
- 01-76 New Truck, request to replace the 1980 Digger Derrick Truck for about \$195,000.00.

[7:56:15 PM](#) Dan Randleman asked what the cost was? \$195,000.00. Dan then asked, where the money was coming from? Clerk Tate stated there is money in the Electric Budget to purchase the truck, his only concern is that we still do not know what the full impact from the kilowatt and transmission cost increase will be. Discussion followed.

[7:59:17 PM](#) Clerk Tate informed the Council that the Electric Service Fund is balanced with a Total Revenue of \$3,203,000.00 and the Total Expenditure of \$3,203,000.00.

GARBAGE FUND: pg 24, [7:59:29 PM](#)

Clerk Tate reviewed the Revenue Funds and Expense Fund line items -11 through -28. Clerk Tate informed the Council that there are not many changes in the Garbage Collection Fund.

[8:00:33 PM](#) City Superintendent Nate Marvin reviewed the Expense Line Items for the Garbage Collection Fund:

- 51 Telephone, increase \$400.00
- 62 Repair & Maintenance - Other, this is where new cans and repair parts for cans come from.
- 61 Repair & Maintenance - Auto, hoping this will go down with new truck in service, but still have to purchase tires which are expensive.
- 75 Dedicated Automotive Equip, we continue to dedicate funds for the next new truck 6-7 years down the road.

[8:01:42 PM](#) - Clerk Tate added that one of the things we will have to keep an eye on over the next four years or so is whether or not we are replacing the money that we need in that account to purchase a truck within the same time frame that we have been on, as the cost of trucks have gone up

substantially. For example, during the last six year time frame the cost of a new truck went from \$154,000.00 to \$254,000.00.

Superintendent Marvin informed the Council there were no major purchases this year in the Garbage Collection Fund.

8:02:38 PM - Layna Hafer asked how many employees were in the Garbage Department? Nate Marvin informed her that there are 1.5 employees; one full time and one part time.

8:02:49 PM - Layna Hafer inquired about the \$17,000.00 increase in Personnel Services (-11), noting it was the largest increase so far. Clerk Tate informed her that the part time employee wage went from \$7.25 per hour to \$10.00 per hour because we cannot keep summer help at the \$7.25 wage. Clerk Tate noted that this also happened in the Parks Department.

STREET DEPARTMENT: pg 11, [8:04:08 PM](#)

Clerk Tate reviewed the Sewer Department Revenue Funds and Expense line item -11 through -28 for the Council.

8:05:49 PM Pat Malay, Street Department Supervisor reviewed the Street Fund Expense Budget for the Council explaining increases and decreases:

-42 Professional Services, \$3,000.00 increase for engineering on W. 9th project and Bike Path.

-76 Machinery & Equipment, \$5,000.00 increase to replace the 1970 Sand Truck. Pat then explained that this request is not only a maintenance issue but is also a big safety issue.

Pat then informed the Council that what he needs is a 30,000 GVW Chassis which will cost between \$12 to \$15,000.00. Discussion followed.

-79 Projects, decrease \$100,000.00 this money is going to the W. 9th Bridge Project.

8:10:11 PM Mayor Thomas explained that basically what the City has been told is that LTAC will have the money in about 2017. What we have to do is start putting money aside so we will have the matching funds available.

8:10:46 PM Sherry Young asked how much the W. 9th Project will cost? Nate Marvin informed her that the overall project is \$2.5 million and match is 34%. Pat Malay added that the City has already spent \$10,000.00 for engineering on this project.

8:12:05 PM Clerk Tate stated that there has not been any more changes in the Street Budget, but directed his comments to the fund balances from the 2012-13, 2013-14 and 2014-15 budgets. Clerk Tate explained that the <\$100,000.00-> in 2012-13 was directly related to projects. In the current 2013-14 budget you can see <\$117,664.00-> dollars worth of fund balance. After a meeting with Clerk Tate, Mayor Thomas, Nate Marvin and Pat Malay, it is their recommendation that no fund balance be used in the current budget. It is also Clerk Tate's recommendation that the fund balance of <\$29,545.00-> in the 2014-15 budget not be used. Money needs to be set aside now for the matching funds that will be needed for the W. 9th project. Currently the Street Fund has \$517,000.00 in combined cash and investments, if in one swing \$200,000.00 is taken away for match money that is a huge reduction in their revenue. That is why we want to be very proactive in setting aside funds even in the current year and not use any of this fund balance. Discussion followed.

8:15:09 PM - Mayor Thomas congratulated Pat Malay and Ron McDaniel for completing the three year LTAC Road Scholar Program. Nate Marvin informed Mayor Thomas and the Council that at some point LTAC will come and give a certificate presentation.

LIBRARY FUND: pg 9, [8:16:05 PM](#)

City Clerk Tate reviewed the Library Fund Revenues for the Council explaining increases and noting the removal of the Miscellaneous Revenue Fund. Clerk Tate reviewed Expense line items -11 through -25 explaining increases and noting no further changes in the rest of that budget. Clerk Tate recommended that the Library Board review the Library Budget. Clerk Tate knows they have meetings set up to review the budget. Clerk Tate wants it to be on record that the Library Board approve the 2014-15 Library Budget so the City has something they can keep on file. Clerk Tate stated that the Library Fund has a balanced budget with \$159,689.00 in Total Revenue and \$159,689.00 in Total Expenditures.

8:18:02 PM - Layna Hafer asked Clerk Tate if the Library has their own savings? Clerk Tate explained that the Library receives their revenues from taxes and taxes can not be shifted from one taxing levy to another. Discussion continued.

RECREATION DEPARTMENT: pg 15, [8:19:01 PM](#)

Clerk Tate reviewed the Revenues and Expense Items for the Recreation Fund.

-11 Personnel Services, increase due to proposed 3% COLA raise.
-32 Operating & Special Dept Supplies, decrease of \$1,436.00.

Clerk Tate stated that the Recreation Fund has a balanced budget with \$143,119.00 in Total Revenues and \$143,119.00 in Total Expenditures.

AIRPORT BUDGET: pg 17, [8:20:19 PM](#)

Clerk Tate noted that this is a new page, the Airport has been removed from the General Fund and is now its own separate budget. Clerk Tate reviewed the Revenues and Expense Line Items for the Airport Fund.

-03 Co. Taxes - Airport, \$50,500.00 projected from the current levy. Any increase will be up to the County Commissioners when they do their budget process.

Clerk Tate stated that the Airport has a balanced budget with \$242,250.00 in Total Revenues and \$242,250.00 in Total Expenditures. Clerk Tate noted that when the General Fund is reviewed, where the Council would have once seen numbers for the Airport, there will now be zeroes in the 2014-15 budget. Discussion followed. Clerk Tate stated that once this Airport budget goes to the County Commissioners, they may want to move some of the money around but the amount will stay the same. Discussion followed.

GENERAL FUND: pg 1, [8:26:39 PM](#)

Clerk Tate reviewed projected Revenues for the General Fund: (Totals Only listed below)

Taxes, \$1,082,000.00
Penalty & Interest, \$15,000.00
Licenses & Permits, (01-321) \$76,250.00
Licenses & Permits, (01-322) \$1,530.00
Firefighting Revenues, \$10,000.00
Funds From Other Gov Agencies, \$249,000.00
P & Z Permits/Engineering Fees, \$5,000.00
Swimming Pool, \$28,000.00
Dog Impound & Vin Fees, \$4,000.00

Community Center (Vendome), \$16,000.00
Interest Income, \$48,000.00
Intergovernmental Revenues, \$523,000.00
Miscellaneous Revenues, \$92,000.00
Transfers From Other Funds, \$247,500.00
Stores Sold, \$60,000.00

MAYOR AND COUNCIL DEPARTMENT: pg 3, [8:29:02 PM](#)

Clerk Tate reviewed the Mayor & Council Expenditures. Clerk Tate reminded the Council about the \$500.00 request from WICAP for Salvation Army Administration costs. Currently the Mayor & Council budget is projected at \$105,990.00.

GENERAL ADMINISTRATION DEPARTMENT: pg3, [8:30:24 PM](#)

Clerk Tate reviewed the General Administration Department Budget noting decreases and increases. Currently there is a projected budget of \$235,615.00 for General Administration.

-74 Office Furniture and Equipment, \$2,000.00 increase. Mayor Thomas explained that this was to continue to progressively remodel City Hall. This year the meeting room in Clerk Tate's office is scheduled for remodel and decorating in the other areas completed.

POLICE DEPARTMENT: pg 3, [8:31:29 PM](#)

Clerk Tate reviewed the Police Department Expense Line Items -11 through 25. Police Chief Greg Moon informed the Council that due to his shoulder surgery Lt Carl Smith had prepared the 2014-15 budget, so he will review it for the Council.

[8:32:17 PM](#) Starting with Expense Line Item -27 Lt Carl Smith reviewed the Police Department Budget explaining increases and decreases.

-31 Office Supplies & Postage, decrease \$500.00 use more text and e-mails.

-35 Gas & Oil, decrease \$2,000.00 adjusted down according to use. Mayor Thomas suggested that summer bike use could have impacted this figure. Lt Smith informed the Council that the Police Department now has three bikes in use.

-41 Public Relations, decrease \$200.00, still have P.R. flyers from last year to use.

-42 Professional Services, increase \$500.00 due to increase in Lexipol fee. Chief Moon explained that Lexipol is the Police Departments foundation for policy and procedure.

[8:34:37 PM](#) - Mayor Thomas asked if the increase in matching money for 911 also comes out of this line item? Chief Moon stated that the 991 match comes out of line item -32. Lt Smith then went back to item -32 Operating & Special Department Supplies and broke down expenditures for the Council:

Special Operations (O &E budget): \$8,400.00 - 12 Patrol Vests with 12 Ballistic Panels that stop rifle ammo.

Investigations Budget: \$975.00 - External Flash, Wide Angle Lens and Macro Lens for evidence Camera.

\$850.00 - Crime Scene Fingerprint and Biological
Collection DNA Kit.

Patrol Budget: \$800.00 - Mobile Radar.
\$250.00 - 10 Crowd Control Batons.
\$1,500.00 - Upgrade Spot Lights On Patrol Cars.
\$900.00 - 1 Patrol Rifle.
\$3,000.00 - Replacement Ammo To Be Used To Qualify.

Administration Budget: \$450.00 - 3 New Office Chairs.
\$3,600.00 - 3 New Computers.
\$10,775.00 - Miscellaneous Fund for Unseen

Expenditures.

- 48 Dues, Subscriptions & Memberships, decrease \$250.00 not renewing some of Chief Moon's subscriptions since he is in his final year.
- 51 Telephone, increase \$2,400.00 upgrade so every officer has a department phone. Currently many use their personal phones and if used while on duty they are subject to being subpoenaed and held as evidence.
- 60 Building Maintenance, decrease \$10,000.00 to \$6,000.00. Last year there was additional money for parking lot improvement and generator. This year they would like to replace the deplorable carpet at the P.D. that has 15 rips and tears in it.
- 63 Other Purchased Services, increase \$3,250.00. Majority of this increase is due to an increase in I.L.E.T.S. Fees.
- 68 Drug Dog, decrease \$300.00 retiring Sgt. Blevin's dog due to age.
- 74 New Police Cars, No new car in this budget.

Total Police Department Expenditures for FY2014-15 is projected at \$1,162,127.00.

ANIMAL CONTROL: pg 5, [8:45:19 PM](#)

Clerk Tate reviewed Expenditure Line Items -11 through -25 for the Council.

[8:45:40 PM](#) Lt Carl Smith reviewed Line Items -31 through -69:

- 32 Operating & Special Department Supplies, decrease \$1,350.00 only need to purchase a couple bite gloves, 2 Cat Traps and replace one catch pole.
- 49 Personnel Training, Lt Smith informed the Council that after meeting with the Mayor this morning this line item will be \$1,500.00, the same as this year.
- 60 Building Maintenance, increase \$5,500.00. \$5,000.00 to cover the four kennels on the west side of the dog pound and \$500.00 to repair the 2 metal entrance doors that are rusting out.

Total Animal control Department Expenditure Budget is \$72,120.00.

FIRE DEPARTMENT: pg 4, [8:52:18 PM](#)

Clerk Tate reviewed Expenditure Line Items -11 through -25 for the Council noting changes.

[8:53:01 PM](#) Fire Chief Kerry Nyce reviewed Expenditure Line Items -27 through -79. There were no changes to these line items.

[8:54:12 PM](#) - Dan Randleman questioned why we leave the \$340,000.00 in line item -77 Fire Equipment Grants when we never get a grant and it makes the Fire Budget look a little wacked.

Chief Nyce explained that it is better to have the money in the budget in case the grant ever does come in than to have to reopen the budget. Dan then asked if it could put into a different budget or in the General Fund or anything to take it out of the Fire Budget? Clerk Tate explained that it is in the General Fund and it can not be taken out of the Fire Budget. Discussion followed.

[8:56:24 PM](#) Chief Nyce informed the Council that in April 2014 there was a Fire Rating Drill and the City of Weiser stayed at a 4, so insurance ratings will stay the same. Chief Nyce also informed the Council that within 18 to 24 months the entire rating system is going to change, so it will be a whole new ball game.

[8:56:55 PM](#) - Dan Randleman asked Chief Nyce where he goes to apply for fire grants? Chief Nyce informed him that there is the Assisted Fire Fighters Grants (AFG's), the License Plate Grant, Idaho Fire Chiefs Grant, etc. Chief Nyce explained that there are about 9 grants available to apply for, a lot of them are for \$2,000.00 to \$3,000.00. Clerk Tate reminded the Council that recently we purchased an air compressor and other things with grant funds. Chief Nyce added that turn-outs were purchased with grant money about 10 years ago and S.C.B.A.'s about 5 years ago.

BUILDING INSPECTION: pg 5, [8:57:51 PM](#)

Clerk Tate reviewed the Building Inspection Department Budget for the Council. The overall budget for FY2014-15 is \$99,701.00.

PARKS DEPARTMENT: pg 6, [8:58:50 PM](#)

Clerk Tate reviewed the Parks Department Budget Line Items -11 through -28 noting the increase in line -11 due to the proposed wage increase to try and recruit and keep help.

[8:59:45 PM](#) Pat Malay, Street Supervisor reviewed line items -32 through .09-48.

-75 Major Equipment, purchase a new John Deere Mower for \$17,925.00.

[9:02:22 PM](#) - Mayor Thomas mentioned that The City is still operating the Fish Pond from a Grant we received. Clerk Tate added that we had received \$10,000.00 and this will be used to maintain and make improvements to the pond. Only one expenditure has been made out of this grant, it was \$3,300.00 for the irrigation system that was just installed.

[9:04:07 PM](#) Perry Plischke, brought up replacing the backstop at the baseball field in Memorial Park. Nate Marvin will meet with Perry Plischke and they will bring specific figures to the next meeting.

SWIMMING POOL: pg 6, [9:05:35 PM](#)

Clerk Tate reviewed the Swimming Pool budget noting the only changes were the increase in line item -11 Personnel Services and line item -21 Social Security.

VENDOME: pg 6, [9:06:10 PM](#)

Clerk Tate review the Vendome Budget for the Council:

-11 Personnel Services, decrease \$16,165.00.

9:06:17 PM - Layna Hafer asked if the reduction was because of going to a part-time employee? Clerk Tate explained that after a meeting with Mayor Thomas and Tom Anderson they determined if a person managed their time it would be feasible for one person to work part-time as the fire station manager and part-time at the Vendome, so that is the way it is budgeted. If this does not work out we can go back to a full-time position at the Vendome. Discussion followed. Clerk Tate explained that he will have a better idea if the part-time idea is going to work in August, so if necessary we can adjust line item -11 at that time to cover a full-time position.

- 21 Social Security, decrease due to change in -11.
- 22 State Retirement, decrease due to change in -11.
- 25 Group Insurance, decrease due to change in -11.
- 52 Utilities, decrease of \$3,000.00.
- 60 Building Maintenance, no figure here yet, looking at costs to replace the beige chairs, then will plug that figure in.
- 62 Repair & Maintenance - Other, Have bid of \$11,000.00 to resurface parking lot.
- 76 Other Machinery & Equipment, increase \$2,000.00 checking to see if any of the 14 year old major appliances need replaced.

9:12:10 PM Layna Hafer asked if the sound system was still working good? Mayor Thomas informed Clerk Tate and the Council that there has been problems when people try to hook things into it, the current system does not have the connections necessary. Mayor Thomas stated that this is something that we are also looking into.

SPECIAL EVENTS: pg 7, **9:12:55 PM**

Clerk Tate reviewed the two Special Events line items, there was no change.

BUILDING MAINTENANCE: pg 7, **9:13:01 PM**

Clerk Tate noted that there was no change to the Building Maintenance Budget.

SHOP: pg 7, **9:13:09 PM**

Clerk Tate reviewed line items -11 through -25 for the Council.

9:13:37 PM - David Hodge, Shop Manager reviewed expense line item -32.

- 32 Operating & Special Department Supplies, increase \$1,300.00. Dave Hodge requested to purchase an overhead crane for about \$1,500.00.

9:14:29 PM - Nate Marvin stated that there was no other change to the Shop Budget.

STORES: pg 7, **9:14:40 PM**

Clerk Tate noted that except for the Personnel Services increase there was no changes to the Stores Budget.

General Fund Net Totals: Pg 8, **9:14:56 PM**

Clerk Tate showed the Council how for the past several years you can see that the deficit spending has dropped dramatically. Clerk Tate stated that this is where your department heads and supervisors deserve a lot of credit. When you have a \$3.5 million dollar budget and only use \$126,856.00 in carry-over that is as close as it gets. Clerk Tate thanked all the department heads and employees for their hard work which attributes to this low carry-over.

9:16:16 PM Mayor Thomas echoed Clerk Tate's appreciation and added that when our departments review their budgets they are looking for places that they can decrease not just coming and asking for more money. Mayor Thomas suggested to the Council that if they need more information on anything, especially the large capital expenditures get a hold of Clerk Tate or the Department Heads to get more information. Another date will be set to meet and go over the capital expenditures and how to fund them. Mayor Thomas reminded the Council that the hearing to set the budget is in August so they have to come up with a balanced budget before that time.

9:18:14 PM Clerk Tate informed the Council that we have a regularly scheduled meeting next Monday, June 9th, 2014 and currently there is not a lot on the agenda, so he might add the budget to that agenda, so be ready.

AWARD CONTRACTORS NORTHWEST, INC. WASTEWATER TREATMENT PLANT IMPROVEMENT BID. **9:18:42 PM**

Mayor Thomas explained that she had received a couple pieces of information from DEQ and RD. We have been waiting for the final approval from RD to proceed with our bid acceptance. What we need to do tonight is get the City Council to authorize the Mayor to sign and issue the attached Notice of Award; to sign the five agreements when the Contractor returns signed copies to the City with bonds, insurance and other required forms; and the authority to hire an attorney to review the Contract Documents and sign the form in the Supplemental Conditions. In addition, City Council also needs to approve the Mayor signing the Notice to Proceed contingent on DEQ and RD approving the signed Contract Documents.

9:19:50 PM

Motioned by Sherry Young and seconded by Perry Plischke to authorize the Mayor to sign and issue the attached Notice of Award; to sign the five agreements when the Contractor returns signed copies to the City with bonds, insurance and other required forms; and the authority to hire an attorney to review the Contract Documents and sign the form in the Supplemental Conditions. In addition, approve the Mayor to sign the Notice to Proceed contingent on DEQ and RD approving the signed Contract Documents.

9:20:23 PM

ROLL CALL VOTE:

AYES: Sherry Young, Dan Randleman, Perry Plischke, Virgil Leedy, and Layna Hafer

NAYES: None

ABSTAINED: None

MOTION CARRIED.

9:20:42 PM

Motioned by Layna Hafer and seconded by Dan Randleman to adjourn.

9:20:47 PM

AYES: Perry Plischke, Dan Randleman, Layna Hafer, Virgil Leedy and
Sherry Young
NAYES: None
ABSTAINED: None
MOTION CARRIED.

THIS SPECIAL CITY COUNCIL MEETING WAS ADJOURNED AT 9:20:49 PM

Diana L. Thomas, Mayor

David Tate, Clerk/Coordinator