

November 14, 2016
St. James Municipal Center
City Council/Utility Board Meeting

AGENDA ITEM: Call to Order

Mayor White called the special combined city council/utility board meeting to order. Councilman Mitchell and Utility Board member Tim Seams were absent from the meeting. Those in attendance included: Councilmembers: Bob Smith, John Huster, Shane Anselm, David Watkins, Alan Sachs, Carol Weatherly and Greg Edwards. Utility Board Members: Charles Armistead, Rodney Edwards and Stephanie Hayes. Mayor Jim White, City Administrator Harold Selby and City Clerk Sarah Wheeler were also in attendance.

AGENDA ITEM: Call to Order

Mayor White led in the Pledge of Allegiance.

AGENDA ITEM: Agenda Approval

Councilman Watkins made a motion to approve the agenda. Councilwoman Weatherly seconded the motion. All Councilmembers voted “aye”

AGENDA ITEM: Utility Board/Council Discussion

Utility Board President Charles Armistead started off the meeting by letting the council know that at this time it did not look like we would need a rate increase on the electric rates. He stated that the main concern of the utility board at this point was fixing water/sewer issues that the city has had for a couple of years now. Some of those issues include a waterline that goes under the interstate that has been capped off because it has had problems. In order to fix this the utility department would have to put out approximately \$455,000 to bore under the road and replace the line. The utilities department does have the money to do this, however, it would deplete the reserves quite a bit which could cause a big problem if there was a catastrophe. Rodney Edwards mentioned that the board is concerned about getting the reserves up to where they need to be and then also working out a plan in order to replenish the reserves when large amounts of money are taken out in order to fix problems.

With that being said, the council agreed to begin looking at how much the water/sewer rate would need to be raised in order to cover expenses and to present the findings to the council so that they can move forward.

AGENDA ITEM: Michael Lickliger Retirement

Mayor White presented Mike Lickliger with a plaque upon his retirement in December and thanked him for his many years of service with the City and City Utilities.

AGENDA ITEM: Recess

With no further business to discuss with the Utility Board, Mayor White called for a 30-minute recess for a catered dinner brought in to celebrate Mike’s retirement.

AGENDA ITEM: Call to Order

Mayor White called the regular City Council meeting to order.

AGENDA ITEM: October 11, 2016 & October 27, 2016 Meetings

Councilman Sachs made a motion to approve the minutes from both the October 11, 2016 regular meeting and the October 27, 2016 special meeting. Councilman Watkins seconded the motion. All councilmembers voted “aye”.

AGENDA ITEM: Bills

Councilman Smith made a motion to approve the bills to be paid. Councilman Huster seconded the motion. All Councilmembers voted “aye”

AGENDA ITEM: Citizen Comments

Ramona Rinehart discussed the utility bill at her property located at 190 W James Blvd. She stated that she was being charged for three units at a commercial rate instead of 1 unit like she was at the Caring Center. She mentioned that although there were three units in the building it was all the same building. Also, because she was being charged for three units instead of one she was also being charged for three separate sanitation pickups when they only had one dumpster at the main building. She asked the council to look in to this and see if there was any way that they could change this over to one charge.

Chief Ron Jones discussed the School Resource Officer and asked the board for an official motion to go in to contract with the schools to pay half of the salary of a new officer for this position. Councilman Sachs made a motion to draw up a contract if the school board approves for a 3-year commitment to hire a School Resource Officer. Councilwoman Weatherly seconded the motion. All councilmembers voted “aye”.

AGENDA ITEM: Employee Handbook Changes

Harold presented the Council with the new employee handbook changes. He mentioned that the changes would help better define tardiness and absenteeism and what to do in the case of excessive issues. Councilman Smith made a motion to approve the changes to the employee handbook. Councilman Huster seconded the motion. All councilmembers voted “aye”.

AGENDA ITEM: Ordinance No. 16-1088

Clerk Wheeler read Ordinance No. 16-1088 out loud for the first reading. The ordinance if approved would change the fee from \$10 to \$150 when applying for an appeal to cover costs of a court reporter to document the meeting.

Councilman Smith made a motion to approve the first reading and bring back for a second reading at next month’s meeting. Councilman Watkins seconded the motion. Upon roll call, all councilmembers voted “aye”.

AGENDA ITEM: Ordinance No. 16-1089

Clerk Wheeler read Ordinance No. 16-1089 out loud for the first reading. If approved this ordinance would allow the choice between poly-pipe or copper when tapping a main, instead of just copper.

Councilman Huster made a motion to approve the first reading and bring back for a second reading at next month’s meeting. Councilman Anselm seconded the motion. Upon roll call, all councilmembers voted “aye”.

AGENDA ITEM: Department Reports

Police: Councilman Sachs reported that the month has been fairly quiet. The department did secure a safety grant which will provide external vest carriers and duty holsters. The amount awarded was around \$6,000.

Public Works Director: absent

Parks: Clay mentioned that they had been working hard to clear the trees and branches around the park.

Street: Councilman Huster mentioned that the department had been working on Wilson Road and leaves for the past month. He also stated that he had noticed lots of materials being wasted such as rock and salt. He had talked with John Edgar and asked them to use up what is already on hand before ordering anything new.

Sanitation: Councilman Watkins gave a report on the sanitation department. He stated that Harold was working on bids due November 22nd for a new small recycle truck. The department is also working on changing out all lights for LED.

IDA: Councilman Sachs reported no meeting this month.

Chamber: Councilwoman Weatherly reported that there have been several banners put out to encourage shopping small and local during the holiday season. December 3rd will be the annual Christmas parade, along with other activities. Lions Club is putting out a Christmas display along both sides of the road. Also, the St James Winery will be holding their Christmas even on December 10th.

City Administrator: Administrator Selby reported the Councilman Watkins had attended the annual Lagers meeting. Councilman Watkins gave a short report on the meeting. Harold had also been working on discussing with several people options to fix the tennis court. He stated that they found out there is a grant available up to \$20,000 to help pay for some of the cost associated with the project.

Mayor: no report

Councilmembers: no report

AGENDA ITEM: Adjourn

With no further business to discuss Councilman Edwards made a motion to adjourn. Councilman Anselm seconded motion. All councilmembers voted “aye”.

Jim W. White, Mayor

ATTEST:

Sarah Wheeler, City Clerk

Date