

June 21, 2004
6:15 P.M.
City Hall Commission Room

The Commissioners of the City of Horton met for a regularly scheduled meeting on Monday June 21, 2004 at 6:15 p.m. in the Commission Room at City Hall.

In the absence of Mayor White, Commissioner Smith opened the meeting and the prayer was given by Candy Schmitt.

Present: Commissioners Smith, Lentz, and K. Stirton.

Absent: Mayor White and Commissioner B. Stirton.

The agenda was approved as presented.

Motion by Commissioner Lentz to approve the minutes of the June 7, 2004 regular meeting, the June 16, 2004 special meeting and the June 17, 2004 special meeting. Seconded by Commissioner K. Stirton. All aye.

Motion by Commissioner K. Stirton to approve Appropriation Ordinance #2773 (Payroll) in the amount of \$33,420.79. Seconded by Commissioner Lentz. All aye.

Motion by Commissioner Lentz to approve Appropriation Ordinance #2774 (Disbursements) in the amount of \$114,265.40. Seconded by Commissioner K. Stirton. All aye.

Report on Water Well Project

Brad Lindstrom, Bartlett and West Engineers, was present to update the Commission on the project. A final inspection was conducted and a certificate of substantial completion was presented. There are still a few minor items that need to be completed such as gravel, seeding and one of the meters needed repair. Mr. Lindstrom also presented two change orders for approval. One was a deduction of \$6,514 from Larson Construction for a quantity adjustment. The second change order was for \$7,812.80 for Layne-Western for additional test hole drilling and abandonment. The commission questioned if this change order was for the time the company withdrew their equipment in the middle of drilling and caused the ground to collapse. Mr. Lindstrom was not sure.

Motion by Commissioner Lentz to change the substantial completion date from May 28, 2004 to June 7, 2004. Seconded by Commissioner K. Stirton. All aye.

Motion by Commissioner Lentz to approve the payment request for Larson Construction in the amount of \$44,317.42. Seconded by Commissioner K. Stirton. All aye.

Motion by Commissioner K. Stirton to approve change order #1 for a quantity adjustment for a deduction of \$6,514.00. Seconded by Commissioner Lentz. All aye.

The Commission postponed approval of the second change order and request for payment for Layne-Western until further information could be provided.

Report on Generation Project

Ken Fairchild was present to present the bid from National Oilwell or Baylor to inspect the generator. This bid included having INCO remove the generator and package it for transport to Texas and to replace it when the inspection and /or repairs were completed. It also included the cost of transportation. The bid was in the amount of \$39,218.00. Mr. Fairchild reported that INCO would fall under the umbrella of Baylor.

The City Attorney recommended that the bid should include the warranty as it is stated in paragraph 7 of their terms and conditions. Motion by Commissioner Lentz to accept the bid from National Oilwell on condition that any parts and work performed be warranted for one year as outlined in paragraph 7 from date of delivery and that the warranty be made a part of the bid. Seconded by Commissioner K. Stirton. All aye.

Request for Connection to Water Service Outside the City Limits

Not present.

Discussion of Website Procedures

Connie Werner, president of the Chamber of Commerce and Candace Siebenmorgen the website developer were present to discuss the charges for website maintenance. Ms. Werner stated that the City Administrator at the time told her the City would take care of the maintenance.

The Contract between Candace Siebenmorgen and the City of Horton will be up for renewal in August. It was decided to put the discussion of the contract on the agenda for July 19 meeting. The Chamber of Commerce will poll its members about what they can afford for their share of maintenance.

The sign on the west end of town that displays the names of businesses needs to be updated. The Chamber of Commerce will look into ideas for signs at each entrance to the City.

Discussion of CMK

Commissioner K. Stirton contacted Doniphan County to see if they needed the rock. He did not receive an answer yet. This matter was tabled to the next meeting.

Discussion of Janitor Position

There is a need for janitorial services at the City Hall and Blue Building. The City Clerk was directed to advertise for the services and bring back to the next meeting.

Report on Firing Range

The Department of Wildlife and Parks will inspect the range on June 24. The Commission requested that Ken Krug, Chairman of the Advisory Board be asked to come to the next meeting to discuss the schedule of operation and the fee structure. The Board would like to open on July 18.

City Staff Agenda

The Sanitation crew hauled 1200 gallons of sludge on June 21.

The air conditioning unit will be in on Tuesday for the Blue Building. The contractor had discussed putting the unit on the roof. The Commission would rather see it installed on the ground.

Chief Luzier inquired about the rank structure and when he could start placing people into the new positions. The Commission requested to see job descriptions. The City Clerk advised that the Chief of Police had given her job descriptions and they were accidentally left out of the Commissioner packets. This will be on the next agenda.

Commissioner's Agenda

Commissioner Lentz

Since the City is trying to keep up on Code Enforcement with the citizens, Commissioner Lentz requested that the City Clerk get with the department heads and make sure that the City properties are brought up to the Codes.

Commissioner K. Stirton

Commissioner K. Stirton stated that he agreed with Commissioner Lentz.

Commissioner Smith

Commissioner Smith reported that the next meeting would be used to discuss the budget and the Commissioners need to come with their lists prepared.

The meeting adjourned at 7:45 p.m.

Candy Schmitt, City Clerk

Dale A. White, Mayor