

November 20, 2006
7:15 P.M.
Commission Room

The Commissioners of the City of Horton met for a regularly scheduled meeting on Monday, November 20, 2006 at 7:15 p.m. in the City Hall Commission Room.

Mayor White called the meeting to order and the prayer was given by Pastor Tom Stone of the Church of the Lord Jesus Christ and then the Pledge of Allegiance was recited by all present.

Present: Mayor White, Commissioners Krug, Madere and Davies.

Absent: Commissioner K. Stirton.

The discussion for the Horton Housing Authority Pilot Payment was moved up on the agenda and an executive session was added. Motion by Commissioner Davies to adopt the agenda as amended. Seconded by Commissioner Madere. All aye.

Motion by Commissioner Krug to approve the minutes of the November 6, 2006 regular meeting. Seconded by Commissioner Davies. All aye.

Motion by Commissioner Krug to approve the minutes of the November 13, 2006 special meeting. Seconded by Commissioner Davies. All aye.

Motion by Commissioner Krug to approve the minutes of the November 14, 2006 special meeting. Seconded by Commissioner Davies. All aye.

Motion by Commissioner Krug to approve Appropriation Ordinance #2896 (Payroll) in the amount of \$30,505.17. Seconded by Commissioner Davies. All aye.

Motion by Commissioner Krug to approve Appropriation Ordinance #2897 (disbursements) in the amount of \$63,021.13. Seconded by Commissioner Davies. All aye.

Audit Report

Tom Singleton was present to report on the 2005 audit. He reported that the City had received the highest opinion that can be given. He recommended that the staff write documents outlining the current procedures for the accounting processes and Mr. Singleton will review them and make recommendations to help get internal controls in place. Mr. Singleton encouraged the Commission to become educated on budgets and financials and informed them that the League of Municipalities holds classes for that purpose.

Motion by Commissioner Krug to accept the audit as presented. Seconded by Commissioner Davies. All aye.

Purchase request for handheld meter equipment

Mr. Henry recommended the purchase of 2 Boson handheld meter reading equipment which will allow the readings to be uploaded to the computer and save approximately 1 ½ days time on the part of the utility billing clerk. The cost of the equipment, software and training is \$4,321.

Motion by Commissioner Madere to approve the purchase. Seconded by Commissioner Krug. All aye.

Horton Housing Authority Request

Connie Shippy of the Housing Authority was present to request that the Commission forgive the payment in lieu of taxes for the years of 2004, 2005 and 2006. Motion by Commissioner Krug to forgive the pilot payments for FY 2004-2006. Seconded by Commissioner Davies. All aye.

Commissioner Krug stated that if this was to be requested in the future he would like it to be done sooner so they would have more time to review the matter.

Ordinance for Standard Traffic Offense

There was discussion about whether or not to prohibit ATVs. The consensus of the Commission was to wait until the spring to review the matter. An ordinance for the adoption of the STO was presented for review and will be voted on at the next meeting.

Ordinance for Uniform Public Offense Code

The ordinance for the UPOC was presented for review and will be voted on at the next meeting.

Executive Session

Motion by Commissioner Madere to go into executive session for 10 minutes to discuss non-elected personnel to include the Commission, City Administrator, City Clerk and City Attorney. Seconded by Commissioner Davies. All aye. Upon reconvening, a motion was made by Commissioner Davies to extend the executive session for 15 minutes to discuss non-elected personnel to include the Commission, City Administrator, City Clerk and City Attorney. Seconded by Commissioner Madere. All aye. No action was taken in executive session.

City Administrator's Agenda

- a. Hammersmith Mfg. Water Line. An easement survey has been completed and forwarded to Ed Hammersmith. Mr. Hammersmith expressed some concern

about the quality of a past repair to the existing water line. Mr. Henry is to meet with Matt Hammersmith concerning this issue. The Commission agreed to forward the information to the City Attorney to prepare and easement agreement between the City and Hammersmith Mfg.

- b. CFAP Contract. The annual contract for the Community Fisheries Assistance Program was presented to the Commission. Last year the City received an increase of \$1,000 for the habitat program but that will not be included this year. The City can sign the contract for a 1 year, 3 year or 5 year period. Motion by Commissioner Davies to enter into a contract for 3 years with the Community Fisheries Assistance Program. Seconded by Commissioner Madere. All aye.
- c. Request from MPR Associates. A request was received from a nuclear facility in Wisconsin to use the City of Horton's EMD generator for testing and training purposes. The engine will run for a 24 hour period. The company will reimburse the City for overtime, fuel and equipment modifications. This will also be a 2 day period of not paying Westar for power. There was no objection from the Commission.

Mr. Henry reported that Pat Cox will be at the December 18 meeting to report on the Water Rate Study for Willis. The Willis Council will be invited to attend the meeting.

Commissioner's Agenda

Commissioner Krug

No report.

Commissioner Madere

Commissioner Madere reported he had talked with someone from Sweet Pro and they are looking into an expansion in the spring. Mr. Henry will meet with Craig from Sweet Pro to answer any questions.

Commissioner Davies

Commissioner Davies reported on the upcoming senior projects which will include signs at the baseball field, soccer field and railroad park; painting of picnic tables, buildings at the lake as well as the fence and some touch up work at the swimming pool. Motion by Commissioner Madere to approve the senior projects with the City paying for the materials. Seconded by Commissioner Krug. Aye—Mayor White and Commissioners Krug and Madere. Abstained—Commissioner Davies due to a conflict of interest.

Commissioner K. Stirton

Not present.

Mayor Dale White

Mayor White reported on the Tri-County Manor. They are working on getting the utility bill paid. The bond hearing scheduled for November 20 did not take place and a new date has been set for December 15. Mayor White advised them that a decision needed to be made within the next couple of weeks. A grand re-opening will be held at the Manor on December 8 in conjunction with a bake sale and craft sale.

Mayor White read a letter of resignation from Commissioner Kevin Stirton effective at noon on November 20, 2006. A special meeting will be held on Tuesday, November 28 at 5:00 p.m. to interview candidates for the position. The deadline for applications was set for noon on the 28th.

It was noted that Terrie Sartain passed away on November 11, 2006. Terrie had been a police dispatcher for many years with the City of Horton. Mayor White offered the City's condolences to her family.

Mayor White expressed appreciation for Kevin Stirton's service on the Commission and wished him well.

Mr. Henry requested that the Commission perform an annual evaluation of him at the next meeting. An evaluation form will be in the Commissioner's packets.

The meeting adjourned at 9:45 p.m.

Candy Schmitt, City Clerk

Dale A. White, Mayor