

October 20, 2008
5:15 P.M.
Commission Room

The Commissioners of the City of Horton met for a regularly scheduled meeting on Monday, October 20, 2008 at 5:15 p.m. in the City Hall Commission Room.

Mayor Lentz called the meeting to order and the prayer was given by Pastor Tom Stone of the Church of the Lord Jesus Christ. Pastor Stone then led everyone in the Pledge of Allegiance.

Present: Mayor Lentz, Commissioners Krug, Forkenbrock, Davies and Commissioner Luscombe.

There were some additions to the agenda, Rod Paden, Donna Crawford and Shane Holthaus were added after the consent agenda and the changes to the Black and Veatch agreement will be discussed at 6:30 pm. Motion by Commissioner Davies to adopt the agenda as amended. Seconded by Commissioner Krug. All aye.

Motion by Commissioner Forkenbrock to approve the minutes of the October 6, 2008 regular meeting. Seconded by Commissioner Krug. All aye.

Motion by Commissioner Forkenbrock to approve Appropriation Ordinance #2995 (payroll) \$32,121.49. Seconded by Commissioner Krug. All aye.

Motion by Commissioner Forkenbrock to approve Appropriation Ordinance #2996 (Disbursements) \$123,627.01. Seconded by Commissioner Krug. All aye.

Report on Blue Building

Donna Crawford reported that the suspended ceiling is not in the drawings for the new community building that were drawn by the architect. However, it is mentioned in the budget, the scope of services and the cost estimate. The Commission directed the City Attorney to send a letter to Don Marrs, the architect, stating that the City feels he should redo the drawings showing the suspended ceilings.

Shane Holthaus reported that when the requests for bids were previously sent out they asked for lump sum bids and did not include a material list. There should be an itemized material list on all the bid documents. There was also some discussion concerning whether to have electric heat or gas heat. All of the discussions during the planning process were for electric heat since the City has its own electric distribution and this would be more cost effective.

Motion by Commissioner Davies to have total electric heat and air and to have Shane Holthaus and Donna Crawford work with DMA Architects to get the drawings done. Seconded by Commissioner Luscombe. All aye.

Report on the Winner of the Design a Flag Contest

Rita Higley, Chamber President, reported that drawing #1 was the winner of the flag contest. The artist was anonymous and stated they would like the winnings to be donated to the Horton Library.

Quarterly Report on Tri-County Manor

Mary Brown reported that the Manor held its annual Oktoberfest and there were 58 craft and food vendors and there were 38 entries in the car and motorcycle show. The high school students helped with advertising, making t-shirts and unloading tables, chairs and materials. They would like to move the location to the downtown area next year, either the community building or block off a couple of blocks of streets in the downtown district. Next year will be held on October 17, 2009 and would like to have in conjunction with some fund raisers for the police and fire.

The Manor currently has 34-35 residents and everything is going well.

Purchase Approval for Transformers for Sweet Pro Project

The electric department needs to purchase 3 transformers for the Sweet Pro expansion project. Bill Delzeit, electric supervisor, recommended that the City purchase the most efficient transformers instead of the least expensive. The efficient transformers will eliminate some of the line loss that the City has been experiencing. He presented the Commission with a chart showing the differences in the transformers and recommended that the purchase be made from Wesco.

Motion by Commissioner Luscombe to purchase the most efficient transformers both now and in the future. Seconded by Commissioner Davies. All aye.

Discussion of Emergency Medical Dispatchers Program

Doug Brammer, Communications Supervisor of the Sheriff's Department, reported on a County wide program for Emergency Medical Dispatch. They will train the Horton dispatchers at no cost to the City other than the wages for the personnel to take the training. The consensus of the Commission was to support the program.

Changes to Black and Veatch Contractual Agreement

Mark Snyder, project manager from Black and Veatch, sent a task list showing the documents and work currently in progress. The State agencies advised the Mayor that they will help in several different areas of permitting and developing the RFP on the dredging project. It was decided that the City would suspend services with Black and Veatch for the time being and ask the State for the help they can provide at no cost to the City.

The Commission made contact with Mark Snyder by telephone and explained the decision to him. Mr. Snyder informed the Commission that they will need an engineer for the design of the Confined Disposal Facility (CDF) and to be sure there is an errors and omissions coverage in the contract with the engineer.

Motion by Commissioner Forkenbrock to suspend services with Black and Veatch effective immediately. Seconded by Commissioner Krug. All aye.

The City Administrator will send a letter to Black and Veatch advising them of the action taken.

Police Department Participation in the Step-Up Program

The Step Up Program is funded by the State in the form of a grant. In this program the Police Department would be reimbursed for the overtime costs to have officers patrol on Holidays to enforce DUI and seat restraint ordinances.

Motion by Commissioner Davies to allow the Police Department to make application for the program. Seconded by Commissioner Forkenbrock. All aye.

Discussion of Police Department Patrol Truck

Chief Luzier recommended that the Commission put a cap on the amount he could spend for a patrol truck and then he would try to find something within that range. He reported that this vehicle would be used in adverse weather conditions, special events to haul barricades/traffic control, animal calls, a patrol vehicle in place of the cars and to travel to and from training. There was discussion of the possibility of not marking the vehicle and allowing the City Administrator to use the vehicle.

It is expected that the current truck will be transferred to another department within the City.

Motion by Commissioner Forkenbrock to approve up to \$22,000 for the purchase of a patrol truck.
Seconded by Commissioner Davies. All aye

Bid Specifications for Fire Department Truck

Fire Chief Gary Behrnes presented the Commission with a bid specification sheet to purchase a new rescue/combo truck equipped with rescue equipment to serve as a first responder vehicle to structure fires and car fires. This truck will have foam capabilities. There was a question about the remaining useful life of the current pumper truck. Chief Behrnes reported that it is a 1985 model that should last another 5-10 years.

The Commission would like to see the number of city runs and number of rescue runs and what the projected number of runs would be. The consensus of the Commission was to go out for bids using the proposed specification sheet.

Staff Report—Rex West

Mr. West reported that the 7200 line is still progressing, the electric department has to generate for 8-10 hours later in the week and KPP will pay for the diesel used, the crews will be working on the blue building, the water meters are installed at Sweet Pro, working on a cost estimate and route for the water line at the hospital and all the crap metal is gathered at the grit chamber to be disposed of.

Approval to Proceed with Pre-application to USDA/RD for Mission Lake Project

The City's financial advisor suggested that the City look at applying for a loan/grant from USDA/RD for the Mission Lake Project. The consensus of the Commission was to proceed with the pre-application process and adopt the resolution providing for standards for procurement, bidding and contract awards.

Adoption of the Identity Theft Prevention Program

A policy to handle reports of possible identity theft or steps to take to prevent identity theft for customers was presented to the Commission for approval. Motion by Commissioner Davies to adopt the Identity Theft Prevention Program as presented. Seconded by Commissioner Forkenbrock. All aye.

City Administrator's Agenda

No report.

Commissioner's Agenda

Commissioner Krug

Commissioner Krug inquired about the electric rate study, annexing and the Pat Rodvelt-Tommie Stirton water line.

The electric rate study is still in the process of being developed.

There was a meeting on October 16th about the zoning ordinances and comprehensive plan and land use maps. The Planning Commission will be making a recommendation to the Commission at a later date for their review. Many citizens outside the City Limits were erroneously told that the City was annexing property. The Planning Commission is looking at zoning within an area around the City. The Comprehensive Plan has a proposed future annexation plan included to allow for future growth of the City.

The Rodvelt –Stirton line will be moved after Mr. Stirton has completed harvesting his crops.

Commissioner Forkenbrock

Commissioner Forkenbrock inquired about the “Mud Run” being held at the airport. The City Clerk reported that the group running the “Mud Run” chose to change the location because they did not want to meet the rules set by the Commission.

Commissioner Davies

Commissioner Davies reported that an Eagle Scout will be working on the benches at the lake, that he and his son had repaired the holes in the Shufflebarger building and provided pictures, the pool committee will meet Wednesday, October 22, the tennis courts need to be weed eaten and the City needs to purchase some chairs for the City Attorney, City Administrator and City Clerk in the Commission Room.

Commissioner Luscombe

No report.

Mayor Lentz

Mayor Lentz attended a Brown County Commission meeting and reported on the projects that the City has undertaken. The County Commission requested that the City Commission write a letter of support for the building of the new jail. The consensus of the Commission was to direct the City Administrator to draft a letter of support.

Motion by Commissioner Forkenbrock to adjourn the meeting at 8:18 p.m. Seconded by Commissioner Luscombe. All aye.

Candy Schmitt, City Clerk

Tim Lentz, Mayor