

CITY OF WILLARD
BOARD OF ALDERMAN
SPECIAL MEETING
June 2, 2011

Board present: Alderman Trapp-present, Alderman Roggensees-present, Alderman Hemphill-present, Mayor Keltner-present, Alderman Magee-present, Alderman Vincent--
-, Alderman Simmons-present.

Also present: City Clerk, Dale Duvall and CFO, Karen Robson.

Mayor Tom Keltner led the Pledge of Allegiance.

ATTORNEY KEN REYNOLDS OPENED THE PUBLIC HEARING TO DISCUSS THE HOURS OF OPERATION OF THE RECYCLING CENTER.

There was no citizen input.

The public hearing was closed.

Call to Order

Mayor Tom Keltner called the meeting to order.

Roll Call

City Clerk, Dale Duvall did the roll call. Alderman Trapp-present, Alderman Roggensees-present, Alderman Hemphill-present, Mayor Keltner-present, Alderman Magee-present, Alderman Vincent---, Alderman Simmons-present.

Agenda Amendments/Approval of Agenda

Motion made by Alderman Simmons and seconded by Alderman Magee. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent---, Alderman Magee-I. All votes aye. Motion carried.

Approve the minutes of the May 9,2011 meeting

Motion made by Alderman Hemphill and seconded by Alderman Simmons. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent---, Alderman Magee-Abstained. Four votes aye. One abstention due to absence. Motion carried.

Citizen Input

No Citizen Input

Water Products Inc. presentation by Preston Hodges

Mr. Hodges went into detail about the handheld units and the software that the Utility Dept. staff was asking for approval to purchase.

Finance Department

Financial Statements- Karen informed the Board that the finance statements would be presented at June 13th.

- a. **Recycle Center-** Karen asked the Board to approve going with Marck to take over the mixed paper and cardboard. This would be at no cost to the City, and the City would receive rebates on the materials picked up. The City would deliver the metal and plastic bins to Republic weekly. This would also provide rebates from the company. Karen asked the Board to approve to change the recycling operating hours to 8-5 Monday-Saturday. The Board asked if the hours could be changed to Wednesday – Saturday from 8-5. This would allow Public Works two days to deliver the full bins to Republic. **Motion** made by Alderman Roggensees and seconded by Alderman Simmons to change the hours at the recycling center to Wednesday-Saturday, 8:00am-5:00pm. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent---, Alderman Magee-I. Five votes aye. Motion carried.
- b. **DNR Grant-** Karen told the Board that DNR was requesting \$48,827.16 be refunded so that they can close out the grant accounts for the water projects completed in 2009.
- c. **Tiger Trucks-** Karen presented the idea to purchase two Tiger trucks for Public Works to use for meter reading and miscellaneous duties. The Board asked Karen to bring back information on the availability of parts for the trucks.
- d. **City Engineer-** Karen asked that the Board approve to have Olsson Engineering submit a schedule of charges to the City to be brought to the Board at the next meeting. The Mayor suggested a motion be made to have two firms, Anderson Engineering and Olsson Engineering both submit their fee schedules. **Motion** made by Alderman Hemphill and seconded by Alderman Magee. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent---, Alderman Magee-I. Five votes aye. Motion carried.
- e. **Public Works Building Lease-** **Motion** made by Alderman Hemphill and seconded by Alderman Magee. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent---, Alderman Magee-I. Five votes aye. Motion carried.
- f. **Resurfacing of Gym Floors-** Karen informed the Board that Kevin McDonald had decided that this would be postponed until the end of year due to the budget.

Waterworks Products Discussion/Vote

Motion made by Alderman Simmons and seconded by Alderman Roggensees to purchase 3 handheld units and the software from Waterworks Products. The cost is not to exceed \$25,000. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent---, Alderman Magee-I. Five votes aye. Motion carried.

Conceal and Carry Ordinance (1st Reading)

- a. Citizen Input-None
- b. Discussion/Vote - **Motion** made by Alderman Hemphill and seconded by Alderman Simmons to accept the first reading of the ordinance. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent---, Alderman Magee-I. Five votes aye. Motion carried.

Discussion to move to one Board of Aldermen meeting month

- a. Citizen Input-None
- b. Discussion/Vote-Dale explained to the Board that Karen and she had come up with an estimate of savings of roughly 900.00-1000.00 monthly by moving to only one Board meeting a month. Any need for a special meeting could be called. **Motion** made by Alderman Simmons and seconded by Alderman Trapp to move to one meeting a month. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-Nay, Alderman Vincent---, Alderman Magee-I. Five votes aye. Motion carried.

Old Business- Alderman Hemphill asked if the City could get bids from more than one insurance broker when it was time to renew our policy. **Motion** made by Alderman Hemphill and seconded by Alderman Simmons to get at least three separate bids. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent---, Alderman Magee-I. All votes aye. Motion carried.

Mayor Keltner informed the Board that interviews have started for the position of City Administrator.

Discussion to move to one Board Meeting Monthly-Dale asked the Board how they wanted to handle the delivery of the packets prior to the meetings. The Board discussed and instructed that there be a rough draft agenda emailed on the Monday prior to the Board meeting and the final draft would be emailed to the Board by the end of the business day on Thursday. The hard copy would be available on Friday morning in the Aldermen's boxes located at City Hall.

Adjourn Meeting

Motion made by Alderman Simmons and seconded by Alderman Roggensees to adjourn. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent---, Alderman Magee-I. All votes aye. Motion carried.

Dale Duvall, City Clerk

Mayor Tom Keltner