

November 3, 2008
5:15 P.M.
Commission Room

The Commissioners of the City of Horton met for a regularly scheduled meeting on Monday, November 3, 2008 at 5:15 p.m. in the City Hall Commission Room.

Mayor Lentz called the meeting to order and scripture was read and the prayer was given by Father Earl Dekat of St Leo's Catholic Church.

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

Absent: Commissioner Krug

Motion by Commissioner Davies to adopt the agenda as presented. Seconded by Commissioner Forkenbrock. All aye.

Motion by Commissioner Davies to approve the minutes of the October 20, 2008 regular meeting. Seconded by Commissioner Forkenbrock. All aye.

Motion by Commissioner Davies to approve the minutes of the October 30, 2008 special meeting. Seconded by Commissioner Forkenbrock. All aye.

Motion by Commissioner Davies to approve Appropriation Ordinance #2997 (payroll) \$31,853.77. Seconded by Commissioner Forkenbrock. All aye.

Motion by Commissioner Davies to approve Appropriation Ordinance #2998 (Disbursements) \$36,411.92. Seconded by Commissioner Forkenbrock. All aye.

Report on the Christmas Decorations for the Downtown Tree

No one appeared to discuss this topic.

Electric Study Report

Scott Shreve, EMG, Inc. was present to report to the Commission that during his evaluation of the City's electric revenues and expenses he discovered that the City is not collecting enough for the fuel adjustment on the utility bills. The City is charged the fuel adjustment on what is purchased including the line losses. However, when billing the customers the City only charges the fuel adjustment on actual usage. The fuel adjustment charges from KPP have been fluctuating anywhere from less than \$.01 to over \$.03 per kilowatt hour. Mr. Shreve recommended that a yearly average on the fuel cost charge be assessed to level out the trends for the customer. He will develop a spreadsheet to include the losses as well as what is used. Mr. Shreve will be at the next meeting with the options for the fuel adjustment charges.

Request for Roof Repair to the Electric Plant

The roof at the electric plant is leaking. An estimate was received from Bob Becker giving two options. One to make a repair that would last for 3-4 years and the other to make a more complete repair that would last 10-15 years. The Commission would like to see what the cost would be to install a metal roof and they would also like to have at least three bids. Mr. Whisenant will seek bids for both paper and tarring the roof and installing a new metal roof.

Approval of Lease Documents on Police Patrol Truck

The lease documents were reviewed by the City Attorney, Kevin Hill, and he stated there was some language that violated the cash basis law. The Commission decided to wait until Mr. Hill could talk to the bank and correct the documents.

Approval of Lease Document on the Electric Bucket Truck

These documents were not yet completed by the bank. The Commission decided to conduct a special meeting on November 10 at noon to complete both leases.

Approval of Procurement Code for CDBG Grants

Motion by Commissioner Davies to approve the procurement code for Community Development Block Grants. Seconded by Commissioner Forkenbrock. All aye.

Designate Signers for Bank Accounts

Motion by Commissioner Davies to designate Tim Lentz, Ken Krug, James Whisenant and Jennifer Stevens as signers for the bank accounts and to require 3 signatures. Seconded by Commissioner Luscombe. All aye.

Approval of Bid Documents for Community Building Project

The City Administrator reported that the Community Building is completely down and the City now needs the materials for the new foundation. Bid documents are being developed and bids will be ready for the special meeting on November 10 at noon.

RFP on Mission Lake Project

Representatives from the State developed a draft RFP for the Mission Lake Project for the Commission's review. There was discussion about some of the items that concerned the City and it was decided that the Mayor, City Administrator and City Attorney would work out those details with the State and the final RFP would be presented at the special meeting on November 10 at noon.

Staff Report—Rex West

Mr. West reported that the electric department would be generating on Thursday for 8-10 hours, Uretek will be in the area on October 15 to repair E. 8th Street, the transformer for Sweet Pro is installed, the concrete at the Community Center will be completely removed by the end of the week and the water department has 3 leaks to repair. Mr. West suggested that the City could use the diesel fuel at the electric plant for off road equipment but would need to install a metering system to charge the fuel to the different departments.

City Administrator's Agenda

No report other than what was sent to the Commission in their packets.

Commissioner's Agenda

Commissioner Krug

Not present.

Commissioner Forkenbrock

Commissioner Forkenbrock reported that Chief Luzier is now the City's representative on the LEPC committee and he would like that to be changed to Assistant Chief Stuart. Mr. Whisenant will notify Jennifer Ploeger, the emergency preparedness director.

Commissioner Forkenbrock discussed the need to purchase vests for the fire, police and school crossing guards to meet the new safety standards. Commissioner Davies stated that the school would buy for the school crossing guards. Commissioner Forkenbrock reported that Jennifer Ploeger would be ordering for the entities in the county and the City should contact her.

Doug Brammer from the Sheriff's department will check when the grants for the 911 funds become available and see about making Horton a 911 site.

The idea of a Reserve Program was brought up again and it was reiterated that there are no funds available to start this program. The City would support the idea if the potential reserves would earn funds to get the program started.

City Attorney, Kevin Hill, reported that there will be a publication to dispose of 3 abandoned vehicles that are currently in the City's possession. This publication must run twice in the newspaper and if no one comes to claim the vehicles the City will have an auction to dispose of them.

Commissioner Davies

Commissioner Davies reported that the pool committee has been meeting to review the 3 possible locations for a new pool. There will be a meeting on November 12 to go over the costs and then it will be brought to the Commission at the next regular meeting.

The Senior Class is willing to work on the Community Building later this year and the Boy Scouts will be cutting trees below the spillway to clean out the area. There has been an offer of donating more trees at the Little Lake and more information will be coming at a later date.

Names for potential pool employees are being reviewed.

Commissioner Davies would like to purchase more chairs for the Commission Room for the City Attorney, City Administrator and City Clerk.

Commissioner Luscombe

Commissioner Luscombe would like to see a 4th chair purchased for Rex West to sit at the table.

Mayor Lentz

City Attorney Kevin Hill advised that the first reading of an ordinance to dealing with drinking establishments will be at the special meeting on November 10 at noon and then will be put on the agenda for the next regular meeting.

The meeting was adjourned at 7:15 p.m.

Candy Schmitt, City Clerk

Tim Lentz, Mayor