

# JUNE 3, 2013

## PAWNEE ROCK CITY COUNCIL MINUTES

### 7:00PM

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Mayor Gary Adams called the meeting to order at 7:00pm

Those in attendance were Mayor Gary Adams; Council persons Barry Jack, Joyce Epperson, Vickie Alsup, Nickolle Parret and City Clerk John Henderson. Linda McCowan was not in attendance

Fire Chief Greg McAlister were also in attendance

Council reviewed the minutes from April 1<sup>st</sup> meeting.

**MOTION #1:** Joyce motioned to approve the Minutes from the May 6, 2013 with the noted changes. Nickolle second. Carried 4-0

#### **UNFINISHED BUSINESS**

##### **A. City Beautification Strategy**

Council reviewed rough drafts of letters for both the City Beautification project and City Park project. These letters will be sent to residents in the following months. Vickie noted setting up a survey for residents should be part of the research process before deciding what equipment to add to the City Park.

##### **B. Write off some accounts in the Setoff Program**

This issue was tabled until the July meeting because the upcoming audit did not allow for the City Clerk to validate the debts currently in the Setoff Program.

##### **C. Report New Information about City Park Upgrades**

Donation letters were discussed during the City Beautification Strategy discussion. No additional information was discussed in regards to available grants.

##### **D. Status of City Cleanup Day**

This issue was tabled until the July meeting because of the upcoming water tower maintenance.

#### **NEW BUSINESS**

##### **A. Permission for Joyce to Close Off a Section of Pawnee Ave. on the July 4<sup>th</sup>.**

Joyce requested permission to close off a section of Pawnee Ave. (From the old school's property line to Houck St) from 5pm to 1am on July 4<sup>th</sup>. She also requested the Fire Dept. water down her lawn and surrounding area for safety purposes. She will be hosting a 4<sup>th</sup> of July celebration which is open to the public.

**MOTION #2:** Nickolle motioned to allow Joyce to close off the requested section of Pawnee Ave. from 5pm to 1am on July 4<sup>th</sup>. Vickie second. Carried 3-0 (Joyce abstained from the vote)

### **B. Modifying the Employee Handbook to Payout Vacation Time**

Discussion was held, led by Mayor Adams, to modify the Employee Handbook and relating rules to all vacation time to be paid out. Currently, employees are not compensated for any accrued vacation time whereas they are paid 50% of their accrued sick time (up to 100 hours).

**MOTION #3:** Nickolle motioned to modify Page 17 of the Employee Handbook so accrued vacation time is paid out 100%. Vickie second. Carried 4-0

### **C. Water/Sewer Requirements in Unoccupied Buildings**

The question was raised as to whether or not a building that is not a residence or business may receive water services without paying for sewer services. Joyce noted there used to be an ordinance which stated all buildings with water service must also pay for sewer service. Ordinances will be reviewed and discussed at the next meeting.

### **D. Building a Small Garage for Additional Fire Department Vehicles**

The issue of building an additional garage or enclosed space to park/store Fire Department vehicles was discussed. Minimum recommended size of the building was 12x21x7. Joyce and Vickie noted there is not enough funds in the current budget to accommodate this request. Nickolle mentioned further information gathering/price research is necessary so this issue can be addressed during the next budget meeting.

## **MONTHLY REPORTS**

### **Treasurer's Report**

Several items on the Treasurer's Report were discussed and/or clarified. Certain sections of the Treasurer's report were tabled until the next meeting because it disclosed personal information about employees.

**MOTION #4:** Joyce motioned to approve checks 2608-2620, the debit card purchase, and a payment of \$450.80 to Carr Auto Electric. Vickie second. Carried 4-0

### **Fire Department Report**

Topics discussed include necessary equipment repairs and budget concerns.

**MOTION #5:** Vickie motioned to approve the repairs on the response car, up to but not exceeding the quoted amount of \$423.89. Nickolle second. Carried 3-0 (Joyce abstained)

**Clerks Report**

Topics discussed include the city website, validating debts in the Setoff Program, and the upcoming audit.

**Maintenance Report**

Topics discussed included necessary repairs to the City's lawnmower and tractor.

**MOTION #6** Joyce motioned to adjourn the meeting. Vickie second. Carried 4-0

City Council Meeting officially adjourned at 7:44 pm.