

# August 5, 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

Council reviewed the minutes from the July 1<sup>st</sup> meeting and two special meetings held on July 15<sup>th</sup>.

**MOTION 1:** Joyce motioned to accept the minutes from July 1 and both special meetings on July 15<sup>th</sup> with the noted changes. Nickolle second. Carried 4-0

#### **UNFINISHED BUSINESS**

##### **A. City Cleanup/City Park**

Nickolle discussed potential park equipment. She is also waiting on a quote from Midwest Energy as to how much moving the power lines would be.

##### **B. Employee Manual Updates**

**MOTION 2:** Joyce motioned to approve the employee manual updates and accompanying documents with the addition of a job description of the FIRE CHIEF position. Nickolle second. Carried 4-0

##### **C. and D. Investment Policy and Fraud Prevention Policy**

**MOTION 3:** Joyce motioned to approve the Investment policy and Fraud Prevention policy. Vickie second. Carried 4-0

#### **NEW BUSINESS**

##### **A. Sewer Fund Reserve**

**MOTION 4:** Nickolle motioned to pass Resolution #72 to establish a sewer fund reserve. Joyce second. Carried 4-0

##### **B. FY 2014 Budget**

**MOTION 5:** Vickie motioned to adopt the proposed budget for FY 2014. Joyce second. Carried 4-0.

##### **C. Flat Fee Added to Late Charge**

Nickolle motioned to adopt Ordinance 233 which add a \$5 flat fee to the late charge in additional the current 10% late fee to cover administrative costs. Second Vicki. Carried 4-0

## **MONTHLY DEPARTMENT REPORTS**

### **Treasurer's Report**

Several questions about street/highway fund and invoices allocated to the fire department budget.

**MOTION 6:** Vickie motioned to accept the Treasurer's Report. Joyce Second. Carried 4-0

**MOTION 7:** Vickie motioned to pay checks 2651-2633 with the exception of check 2655. Nickolle second. Carried 4-0

### **Maintenance Report**

Discussed well maintenance and repairs which will take place in August.

Discussed current water tower maintenance and scheduling a date for the interior work.

### **Clerk's Report**

Topics discussed include continued efforts to digitize records and Stage 2 water session held in Hays.

### **Fire Department Report**

Topics discussed include eliminating the use of the brush truck and first responder services.

**MOTION 9:** Joyce motioned to adjourn the meeting. Nickolle second. Carried 4-0.

Meeting adjourned at 8:30pm