A) CALL TO ORDER
Mayor Robert Dixson called the meeting to order at 6:00 p.m. on November 7, 2016.

B) PLEDGE OF ALLEGIANCE AND INVOCATION
The Pledge of Allegiance was said and the invocation given by Pastor Terry Mayhew.

C) ROLL CALL & APPROVAL OF THE AGENDA
Council present: Matt Christenson, Mark Trummel, Rick Schaeffer, and Sandra Jungemann. Haley Kern was absent. City Administrator Kyler Ludwig stated that Mr. M.T. Liggett was unable to attend tonight’s meeting. He asked that Business Item F1 be removed from the agenda. Christenson made a motion to approve the agenda with one deletion. Trummel seconded. The motion passed 4-0.

D) CITIZEN COMMENTS
Marsha Unruh voiced her concerns that the side street intersections of Main Street are unsafe due to the vegetation in the bump-outs. She asked that the bump-outs be removed from the streetscape.

E) CONSENT AGENDA
Jungemann made a motion, seconded by Schaffer, to approve the Consent Agenda as presented. The motion passed 4-0.

F) ITEMS OF BUSINESS
   1. Lineman Pay Scale
Staff has been working with the Department of Commerce (DOC) to establish a lineman certification program. The DOC provides various apprenticeship programs to assist cities in filling positions internally/locally that would otherwise be difficult for them to fill. Staff has been notified that the City’s current pay scale for the lineman position is not adequate for the certification program. The application has been tabled, allowing Council to consider a change to their pay plan. The DOC reports that, based on other small cities, the lineman should start at $16.50-$25.00/hour. Ludwig requested Council consider moving the lineman position from a grade 6 to a grade 10 in the current pay plan. Ludwig noted that grade 10 is still significantly lower than the average salary of a lineman. An employee would only be guaranteed a grade 10 status if they became certified.

Trummel confirmed with Ludwig that the current pay scale has negatively affected the City’s attempts to hire a lineman. Ludwig stated that, for example, Weststar has a significantly higher starting pay than the City’s range allows. DOC considers the current pay grade to not be a livable wage.

Christenson stated that the point of having a pay plan was to ensure that compensation matches the job description. Ludwig stated that DOC is willing to make a motion on the City’s application via email, should Council decide to change their pay plan.
Schaffer asked for clarification on what the certification program would entail. Ludwig explained that the state allows in-house logged hours. An apprentice must log 8,000 on the job hours to be considered for certification. The process also requires training that supplements the instruction an employee would receive if they went through a college based certification program. The employee would also have to pass a lineman test.

Christenson made a motion to move the lineman job description from a grade 6 to a grade 10 in the City's Position Classification and Pay Plan. Schaffer seconded the motion and it passed 4-0.

2. Review Special Council Retreat
Ludwig presented a scheduled outline for the Special Council meeting being planned for November 14th. Ludwig voiced concern over the number of topics to be discussed in the planned amount of time and recommended Council focus on Economic Development. Acknowledging the importance of the other topics listed, he suggested discussing them in a regular Council meeting. Ludwig requested direction on the meeting schedule. During a brief discussion, Council voiced that they would prefer to not rush through topics. The consensus was to make Economic Development the focal point of the Special meeting. Should there be time, additional topics can be discussed that evening, during a regular Council meeting, or by calling a second Special Meeting at another date.

Dixson presented Council with a call for a Special Meeting and requested a motion. Trummel made a motion to hold a Special Council Meeting Monday, November 14, 2016 at 5:30 p.m. in the conference room of the SunChips Business incubator for goal setting and strategic planning. Jungemann seconded the motion. The motion passed 4-0.

3. Public Arts Project
Judy Kirk, chair of the Public Arts Committee, provided Council with a draft site plan for the development of an art park on the former City Hall property (239 S. Main). Previously, the Committee had presented the idea of placing a cylinder sculpture on the City Hall property, a kinetic sculpture on the pavers across the street from the current City Hall, and a third art piece in the grass area next to the Incubator. (See the 07/05/2016 Council Minutes) The current proposal places all three pieces of art on the former City Hall property, creating a park atmosphere. The Committee envisions the placement of benches and vegetation (bushes, etc) on the property, as well as creating a place for kids to play. Kirk requested permission to place the cylinder and kinetic sculptures on the property and for the City to place a sidewalk from the partial sidewalk on the property's south side to the alley, as well as the planting of grass at a later time. She asked how often Council would like the committee to report to them. The Committee has raised $10,995 so far. They have initiated a campaign for bricks and are seeking additional financial contributions.

Christenson asked Ludwig if the budget could possibly afford installation of a sidewalk this year, or if it would best be looked at in the next budget year. Ludwig clarified that there is some room within the current budget. Should Staff feel that waiting until spring would be more beneficial, funds can be encumbered for next spring. Trummel voiced that hiring the job out may be a necessity based on current park staffing. Trummel then asked that the committee keep the Council up to date on their plans and progress.
Christenson made a motion to approve the proposed site plan for the art work and for the necessary concrete work to proceed. Trummel seconded the motion. The motion passed 4-0.

G) CITY ATTORNEY’S REPORT
There was no additional report from the City Attorney.

H) CITY ADMINISTRATOR’S REPORT

Health Insurance: As estimated during the 2017 budgeting process, the City’s bid for insurance for 2017 is roughly a 15% increase from the 2016 rate. Staff will present the bid at the November 21st meeting.

Special Council Meeting: Ludwig reminded Council that the Special Meeting on November 14th will go until 8:00 p.m. Sandwiches will be provided.

Voting: All present were encouraged to vote in tomorrow’s election and to remind their friends and neighbors. Voting will be from 7 a.m.-7 p.m. at the Community Building.

Junked Motor Vehicles: Staff has received one request for a hearing regarding junked motor vehicles. The hearing is scheduled for November 21st. Resolutions will also be prepared for other properties that have been notified.

Asian Kitchen: Bankruptcy has been filed by owners of Asian Kitchen, which includes the City and Economic Development. Ludwig will be working with City Attorney Gordon Stull.

Boards and Committees: The City has positions to fill or reappoint on the Public Housing, Economic Development, and Tourism Boards. If Council is aware of someone who may be interested, they are asked to notify staff.

Christmas Light Parade: The Power-up organization has taken on the responsibility for the Christmas Light Parade. Those present were asked to encourage local businesses to contact a Power-Up member if they are interested in participating on December 4th.

I) GOVERNING BODY COMMENTS
There were no additional comments from the Governing Body.

J) ADJOURNMENT
With no additional business to come before the Council, Dixson declared the meeting adjourned at 6:32 p.m.

Robert A. Dixson, Mayor

Christy Pyatt, City Clerk