

Waitsburg City Council Meeting – October 20, 2021

Mayor Dunn called the meeting to order at 7:00 p.m.

Roll Call

City Clerk Randy Hinchliffe called the roll. The following were present:

Mayor: Marty Dunn

Council Members: Kevin House, Karen Gregutt, Jim Romine, Karl Newell and Jillian Henze

Others: on file at City Hall

Agenda Approval

With no changes, agenda was approved and passed unanimously.

Approval of Minutes – September 15, 2021 Regular Meeting

With no corrections, minutes were approved and passed unanimously

Approval of Minutes – October 5, 2021 Special Meeting

With one correction, minutes were approved and passed unanimously

Public Comment

Terry Jacoy asked about local municipality reports to the state.

New Business

a. Public Hearing – Property Surplus

Public Hearing regarding the potential surplusing of a vacant lot owned by the City of Waitsburg on Main Street. Susan Donegan asked how much the City paid for the lot. Lane Gwinn suggested that the City retain it and leave in place for public use. Tom Bennet indicated his willingness to purchase and invest in updating the lot. With no more comments, Mayor Dunn closed the hearing at 7:12pm

b. Resolution 735

Resolution surplusing the vacant lot on Main Street to the highest bidder. With no other further discussion, Council member Romine moved to approve with Council member Newell seconding. Motion to approve surplusing the land was approved and passed unanimously.

c. Application for Payment #1/Change orders

Application for payment and applicable change orders associated with the Millrace Grade Improvement Project. City Staff went over the pay requests and change orders. With no further discussion, Council Member House moved to approve with Council member Romine seconding. Motion to approve was approved and passed unanimously.

d. 2022 Preliminary Budget Revenues and Expenditures

City Staff presented a very high level overview of the project revenues and expenditures associated with the 2022 City Budget. Discussion only, no action taken.

Unfinished Business

a. Employee Pay Matrix Adjustment

Mayor Dunn presented changes to the City's pay matrix to adjust wages to bring employees closer to the recommended placement proposed by the City's Salary Survey Consultant AmeriBen. Council members discussed the memo that was presented by the Mayor in regards to changes and what amounts were justifiable to each employee. With no further discussion, Council member Gregutt moved to approve the adjustments as contained in the Mayor's memo.

Council member Newell seconded the motion. Motion to approve was approved and passed three votes to two with Council member Romine and Henze voting against.

Resolution 2021-736

Resolution updating various personnel policies as presented by City Staff and discussed previously. With no changes to the recommended updates, Council member Gregutt moved to approve with Council member Newell seconding. Motion to approve was approved and passed unanimously.

Mayor’s Report

No report.

Council Reports

Council Members Gregutt reported on activities involving the Planning Commission
Council Member Romine reported on sheriff activity and other committee work
Council Member Henze reported on committee work, REA grant to the Friends of the Library, Street sweeping and puncture vine removal requests and RV parking along City Street.
Council member House thanked the City crew for getting the street cut on Garden Street paved

City Clerk Report

City Clerk Randy Hinchliffe reported on a variety of day to day operational items.

Approval of Bills

With no questions related to the City’s obligations, Council Member Newell moved to approve with Council House seconding. Motion to approve the bills was approved and passed unanimously.

September Payroll Clearing (Warrants 24098 – 24106)	\$16,085.42
-Includes direct deposit run on 9/27/2021 for \$8,044.25	
October Payroll Clearing (Warrants 24107 - 24113)	\$16,914.66
-Includes direct deposit run on 10/13/2021 for \$8,378.98	
Claims Clearing Vouchers (Warrants 24114 – 24155)	
-Includes project payments	<u>\$248,239.06</u>
	Total \$281,239.14

Adjournment of Meeting

There being no further business, the meeting was then adjourned at 8:05 p.m.

Approved: 11/17/2021 Attest:

Mayor

City Clerk