

CITY OF PILOT ROCK

COUNCIL MEETING

April 16, 2013

7:00 PM

A. Call to Order

The regular meeting was called to order by Mayor Virginia Carnes at 7:00 pm. Council members present were Kacie Moss, Misty Rowe, Josie Forster and Jim Hinkle. Also present were City Recorder Teri Porter, Public Works Supervisor Steve Draper and Police Chief Darren Richman.

B. INVOCATION

Pastor Jeffers gave the invocation.

C. PLEDGE OF ALLEGIANCE

None.

D. APPEARANCE OF INTERESTING CITIZENS

None.

E. PRESENTATIONS

Mayor Carnes appreciated Teri Porter for her efforts in new window treatments. The wood was donated by Kinzua, Teri built the cornices and she and Mayor Carnes funded the materials.

F. ACTION ITEMS

Mayor Carnes requested a motion to add F-2 Housekeeping to the Agenda. **On a motion by Councilor Hinkle and seconded by Councilor Moss, Council agreed to add F-2 to the Agenda. All present agreed.**

F-1 Employee Evaluations.

On a motion by Councilor Corwin and seconded by Councilor Moss, Council agreed to use the original Department Head evaluation worksheet. All present agreed.

F-2 Housekeeping

Teri informed Council that Sandy Lyons has chosen to retire or at least semi-retire and will no longer be cleaning City Hall, Library, Council Chambers or Steve's Office. Teri suggested adding housekeeping duties to the PT office clerk job description and increasing that wage by \$1, given the type of added job duties. Mayor Carnes asked if the City would be purchasing cleaning supplies because she knew that Sandy had furnished those in the past. Teri stated that we would purchase whatever was necessary. Councilor Hinkle asked if it would add hours onto the PT position. Teri explained that it would not add more hours; it would mean all of us tightening up to allow her the time to get the work done. Perhaps Thursday would be her house cleaning day. Councilor Hinkle asked for clarification that if we make this change to the PT office clerk job description, then we will not go back and hire a housekeeper. Teri explained that we would not hire a house keeper and that this would save the City about \$1,500 per year. **On a motion by Councilor Moss and seconded by**

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Councilor Hinkle, Council agreed to change the job description of the PT Clerk to include housekeeping and increase the hourly rate by \$1. All present voted yes.

INFORMATION ITEMS, REPORTS AND PRESENTATIONS

G-1 Department Head Report

CITY HALL:

1. I spoke with Sandy Lyon, who has done the housekeeping for the City for many years, and after a lengthy conversation discussing issues and options, she has decided to retire and will no longer be doing cleaning for us. She will be missed. I am currently exploring other options.
2. Have contacted City Attorney regarding follow up on the Koch payments. David is trying to contact Mrs. Koch's attorney to see if they would be willing to discuss terms.
Teri added that she has heard from David the City Attorney and since Mrs. Koch's attorney has been putting David off and finding reasons why they cannot meet, David is suggesting stopping payments to perhaps get their attention and set up a meeting. Councilor Rowe asked for the history on this issue. Steve explained that at first when the cell tower was going in, it was thought that half was on City property and half on Koch property. The cell company would pay \$600 a month lease payments. The verbal agreement was to give the Koch's half of those lease payments. The Koch's granted a utility easement to the City for \$0. It was not an easement issue it was the amount of property. After Steve Haddock came up and surveyed it, it turned out that it was all on City property. Once that was found out no one contested it and we continued to pay \$300 a month for 12-15 years now and this will continue on forever. It will be paid to one family member then the next then the next. He said it was a gentlemen's agreement between the Mayor at the time Don Bense, Chief Layton and Doc Koch, there was nothing in writing. Chief Richman stated that a letter from Don Bense had been added to the file explaining the agreement Steve pointed out that David had cautioned in the past that Council can be held liable for spending tax payer money inappropriately. Staff had asked David to contact the Koch's attorney to see if we could buy them out in one lump sum as an option to bring before Council. Councilor Rowe couldn't understand that, if it is not on their property. Councilor Moss recommended that all Council members read the file and get an understanding of it and then we will revisit it. Mayor Carnes suggested that we may need a different attorney on this. Steve stated that we have spent anywhere from \$40,000 to \$45,000 on these payments so far. Mayor Carnes asked what a utility easement would cost. Steve stated that it is anywhere from \$1 to \$5 per lineal foot so he estimated it at \$20,000. The Mayor concluded that we have more than paid for the easement.
3. Shopping other banks to see if there is one that would offer us lower rates.
4. Also shopping around other internet providers for lower rates than what we are currently paying.
5. Have found that CIS is the cheapest medical insurance by far but now looking into other plans.
6. Have sworn in our new Councilor, Josie Forster, and went over the City Councilor handbook with her.
7. There are several Planning and Zoning issues pending.
8. Working on the budget presentation.
9. Rindy was in the hospital for a few days, but back to work and doing fine.
10. I had Rindy turn several very delinquent utility billing payments over to collections.
11. Rindy has sent out grant request to Wildhorse, PP&L, Wal-Mart and various others. This money would be used to fund the Swim Program.
12. Steve is on vacation, when he returns we will work on rewording the City Recorder and Public Works Directors job description to include the dual role for contract and lease follow up.

Teri added to her report stating that we now have 2 new microphones cords and mic stands. Unfortunately she has discovered that one of the speaker jacks is not working so we only have one speaker right now.

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POLICE:

1. The police department was accepted for the Drug Takeback plan and I will be in the council chambers on April 27th from 10 am to 2 pm.
2. We are continuing to work on ordinances.
3. In the last two weeks we have had an increase in theft calls and we are continuing to follow up with interviews.
4. The police have been called to the schools several times to assist with investigations and counseling for students.

PUBLIC WORKS:

1. Steve Draper has been on vacation this week. He will make any needed report during the meeting. *Steve added that the Hootis is getting concrete in the next couple of days.*

G. CONSENT CALENDAR

On a motion by Councilor Rowe and seconded by Councilor Moss, Council agreed to accept the consent calendar. All present voted yes.

H. CITY COUNCIL COMMENTS

Councilor Rowe stated that she got to see the budget that Teri has been working on, and she said it is better than what she had asked for (regarding presentation and easy to understand). She asked if it will be ready before the budget meeting. Teri said the first budget meeting is May 8th and it will be ready by May 3rd.

Councilor Corwin expressed concern about the Bike Pit. He states it is a great place but has concerned with how it is being run, specifically at the last race. There is 0 accountability, he said he know 14 riders left because of the poor way it was run. There was discussion about mud races, deeding land ect. Steve stated that 53 acres would be deeded to the Bike Pit after they get their 501c3 with a covenant that states if they go defunk it will go back to the City and they cannot sell it to anyone else without first coming to the City. There was further discussion regarding the unusually long time it is taking to get the 501c3 and real concerns were raised about Mark Dickey the accountant that they have hired to get it done. It was suggested that someone from the board come to Council meetings at least every 2 months. **On a motion by Councilor Moss and seconded by Councilor Hinkle, Council agreed to appoint Steve to represent Council and let them know that we expect them to attend Council meeting with an update every 60 days beginning May 7th. All present voted yes.**

Mayor Carnes asked for clarification regarding who is checking time cards. It was not clear in the minutes whether the Mayor or the Council President is checking time cards or both. Teri stated that she felt it needed to be consistent and suggested that the Council President check the time cards and the Mayor when the president is not available. Councilor Rowe thought that it was the Council President and the Mayor if the president can't.

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Mayor Carnes stated that there will be a Small Cities meeting here in the Council Chambers next Tuesday from 11-1 and hoped that Council could make it. On Saturday April 27th at 7pm is the First Citizens Banquet at the Community Center and invited Council to take part in it.

Community Clean up is May 1st for the kids to help and May 4th is free dump day.

Councilor Hinkle asked if there were any updates on the Bank. Mayor Carnes said we would not see any movement until Sterling is gone. She stated that the building will be put up for sale. They are scheduled to close down June 27.

I. EXECUTIVE SESSION

None

J. ADJOURNMENT

On a motion by Councilor Corwin and seconded by Councilor Moss, Council agreed to adjourn at 7:48pm. All present voted yes.

APPROVED _____

ATTEST _____