

ELMA CITY COUNCIL SPECIAL MEETING MINUTES
June 27, 2022
6:00 P.M. Hybrid Meeting

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

Mayor Sorensen called the June 27, 2022, City Council Meeting to order. All stood for the Pledge of Allegiance.

CALL TO ORDER AND ROLL CALL:

Wendy Collins called roll. Mayor Sorensen, Josh Collette, Pat Miller, Bethany Whipple-Boling, and Mike Cooper. John Heater arrived at 6:03 pm.

PUBLIC HEARING 6-YEAR TRANSPORTATION IMPROVEMENT PLAN (TIP)

Mayor Sorensen paused the council meeting and opened the Public Hearing at 6:01 PM, regarding the annual 6-Year Transportation Improvement Plan. Jim Starks made comments regarding this topic (Inaudible). After hearing no comments from the audience, Mayor Sorensen closed the Public Hearing at 6:02 PM, and resumed the council meeting.

CITIZEN COMMENT

Mayor Sorensen opened the floor to citizen comments. No citizen comments made.

CONSENT AGENDA

Approve Agenda: June 20, 2022

Approval of Minutes: May 16, 2022

Approval of Claims: May 15, 2022-June 15, 2022 including EFT's in the amount of \$62,861.02 Warrant #59368-59403. June 22, 2022 Warrants in the amount of \$56,084.72 and Andy's Parts and Service in the amount of \$644.85

Payroll: May 2022

Treasurer's Report: January 2022-May 2022

Josh Collette made a motion to approve the consent agenda, seconded by Bethany Whipple-Boling. All council members voted in favor. Motion carried.

AGREEMENT CONCERNING PAID LEAVE REIMBURSEMENT-RICHARDSON

Mayor Sorensen opened the discussion regarding the agreement concerning paid leave reimbursement for Stephanie Richardson.

Pat Miller made a motion to authorize and pay Stephanie Richardson paid leave reimbursement, seconded by Josh Collette. All council members voted in favor. Motion carried.

LAURIE BREMER-UPDATE ON THE ART WALL AND ART COMMISSION

Mayor Sorensen opened the discussion regarding Laurie Bremer-update on the Art Wall and Art Commission. Laurie Bremer gave an update on the Art Wall and Art Commission. Laurie

Bremer requested \$30.00 for two spots to show off some of the artwork during Heat on the Street.

Bethany Whipple-Boling made a motion to authorize Mayor Sorensen to pay for the two spots during Heat on the Street, seconded by Pat Miller.

Mike Cooper requested information regarding what funds the \$30.00 would come from and Mayor Sorensen clarified that the \$30.00 would come from the Art Commission's \$5000.00 budget.

All council members voted in favor. Motion carried.

Laurie Bremer continued with the updates regarding the Art Wall project.

ELMA CHAMBER OF COMMERCE CITY WIDE GARAGE SALE

Mayor Sorensen opened the discussion regarding the Elma Chamber of Commerce City Wide Garage Sale.

Josh Collette made a motion to authorize the citywide garage sale, seconded by Pat Miller. All council members voted in favor. Motion carried.

Mayor Sorensen read the Elma Chamber of Commerce report.

DK BOOS SECURITY DOOR BID

Mayor Sorensen opened the discussion regarding the DK Boos security door bid. Wendy Collins gave a brief presentation regarding this topic. Council had discussions regarding the security doors.

John Heater made a motion to approve the funds to move forward with the secured door project, seconded by Bethany Whipple-Boling. All council members voted in favor. Motion carried.

2021 ANNUAL FINANCIAL REPORT

Mayor Sorensen opened the discussion regarding the 2021 annual financial report. Wendy Collins informed council that the auditors like to see council's approval on the annual financial reports.

Josh Collette made a motion to approve the 2021 annual financial report, seconded by Bethany Whipple-Boling. All council members voted in favor. Motion carried.

REVISED REMODEL PROJECT BUDGET AND PLANS

Mayor Sorensen opened the discussion regarding the revised remodel project budget and plans. Council and Chief Shultz had discussions regarding this topic.

Mike Cooper made a motion to approve Gibbs & Olson to retain an architect to present council with plans and costs for the new Police Department building, seconded by John Heater.

Council had further discussions regarding this matter.

All council members voted in favor. Motion carried.

PROVISIONAL POLICE OFFICER REQUEST (CHIEF SHULTZ)

Mayor Sorensen opened the discussion for a provisional police officer. Chief Shultz informed council that one of her officers will be on leave for an undetermined amount of time and would like council's approval to look for a provisional officer.

Pat Miller made a motion to approve Chief Shultz to look for a provisional police officer, seconded by John Heater.

Council had further discussions regarding this matter.

All council members voted in favor. Motion carried.

ASSISTANT WASTEWATER TREATMENT PLANT OPERATOR-NEW HIRE

Mayor Sorensen opened the discussion regarding the new Assistant WWTP Operator. Jim Starks informed council that he has hired a new Assistant WWTP Operator, and his name is Jason Carmen.

CAROLYN HOWARD PROPERTY LINE ISSUE

Mayor Sorensen opened the discussion regarding Carolyn Howard's property line issue. Carolyn Howard informed council that there has been a dispute between herself and her neighbors regarding the property lines between the three homes. Carolyn Howard felt that because the city approved the building of these homes that the City of Elma should be held responsible for how the homes were built back in 1971. Norm Huising also spoke to council regarding this matter. City Attorney Chis Coker informed council and Carolyn Howard that this a civil matter.

APPROVAL FOR TRAINING/TRAVEL REIMBURSEMENT

Mayor Sorensen opened the discussion for training/travel reimbursement for Josh Collette who attended an AWC conference.

John Heater made a motion to approve the training/travel reimbursement for Josh Collette in the amount of \$225.00, seconded by Pat Miller. All council members voted in favor. Motion carried.

CHAIR OF HONOR

Mayor Sorensen opened the discussion regarding the Chair of Honor. Mayor Sorensen requested from council to pay for the Chair of Honor out of the discretionary fund from tourism in the amount of \$1000.00.

Pat Miller made a motion to allow Mayor Sorensen to use \$1000.00 from tourism to pay for the Chair of Honor and have it displayed at City Hall, seconded by Bethany Whipple-Boling.

John Heater felt that the Chair of Honor should be place in a more accessible public place such as the library. Mayor Sorensen felt that was a good idea and will check back with council with some ideas of displaying the Chair of Honor in a more public setting before making a purchase.

All council members voted in favor. Motion carried.

6 YEAR STREET PLAN RESOLUTION

Mayor Sorensen opened the discussion regarding the 6-Year Street Plan Resolution and if adopted will Resolution #603.

Josh Collette made a motion to adopt Resolution #603 for the 6-Year Street Plan, seconded by Mike Cooper. All council members voted in favor. Resolution 603 Adopted.

RESOLUTION FOR IN-PERSON MEETINGS AND PUBLIC COMMENT

Mayor Sorensen opened the discussion regarding the Resolution for in-person meetings and public comment. Mayor Sorensen explained that during the meeting on June 21, 2022 that the video card in the computer had failed and was not an operator error. A battery back-up has been purchased so that this does not happen again in the future. Mayor Sorensen requested from council that he would like to have legal council draw up a Resolution so that public comments emailed to the City Clerk-Treasurer by Thursday so that technology would not have to be relied on in order to have a meeting. Council agreed to the Mayor's request. Attorney Chris Coker will draw up a Resolution to address this issue.

COMMITTEE REPORTS

Parks-Josh Collette informed council they did not have a meeting due to high school graduations. Josh Collette informed council that there have been concerns expressed about the park's playground conditions. Josh Collette informed council that they are exploring different avenues to rectify this issue. Possibly may use ARPA funds to accomplish what needs to be done.

Finance-Josh Collette informed council that the Finance Committee met last week and went over the annual financial reports. The committee went through the municipal code and identified some areas that can be removed but will take about 5 to 10 years to revamp it and require professional help.

Tourism-John Heater informed council that he met with Jillanna and she expressed her concern regarding the paint on the chamber building. John Heater informed council that Jillanna and himself thought it would be a good idea to rethink the building's color scheme and design. For example, Heat on the Street or Route 66. Jillanna will bring to him a couple of sketches for ideas.

Capital Facilities-Mike Cooper informed council that they had met. (Inaudible) Mike Cooper felt that there are maintenance projects that need to be seriously discussed and looked at for the 2023 budget such as a new roof for the fire department. The council chambers also is in need to be remodeled. Mayor Sorensen would like to go out and get some estimates regarding the remodeling of the council chambers.

WRITTEN STAFF REPORTS

Chief Shultz-Bethany Whipple-Boling requested clarification regarding code enforcement's language such as in-progress, addressed, and incomplete actually means.

STAFF REPORTS

Joe Chrystal-(Inaudible)

COUNCIL REPORTS

Josh Collette-Informed council that he attended the AWC conference and explained some of what the topics were discussed at the conference.

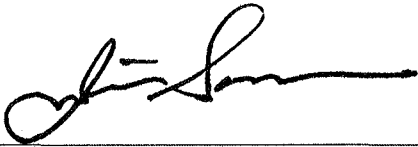
MAYOR'S REPORT

Mayor Sorensen informed council that E-911 is having major staffing issues. Mayor Sorensen informed council that this will start affecting the City of Elma. They are looking into recruitment and retention options. Council had discussions regarding this topic.

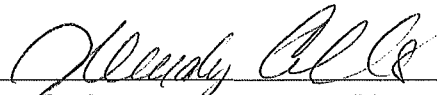
Next City Council Meeting will be July 18, 2022, at 6:00 p.m.

ADJOURNMENT

Pat Miller made a motion to adjourn seconded by John Heater. All council members voted in favor. Motion carried.



Jim Sorensen – Mayor



Wendy Collins – City Clerk/Treasurer