CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
May 09, 2016
7:00 p.m.

Staff present: City Administrator, J. Everett Mitchell; City Clerk, Jennifer Rowe; Community Services Director, J.C. Loveland; Acting Public Works Director, Stacy Winters; Chief Financial Officer, Carolyn Halverson; Chief of Police, Tom McClain; and Director of Development, Randy Brown.

City Attorney Ken Reynolds was present.

Citizens in attendance: J.D. Landon, Linda Murray, Abby Wilson, Michael Misfeldt (Media), Mindy Latham, David Lundstrom and Chris Snyder.

Pledge of Allegiance.
The Pledge of Allegiance was led by Mayor Hendrickson.

Call to Order.
Mayor Hendrickson called the meeting to order at 7:00 p.m.

Roll Call.
The City Clerk conducted the roll call. Alderman Buckley-present, Alderman Snider-present (late), Alderman Stewart-present, Alderman Whitman-present, Alderman Baird-present, Alderman Roggensees-present and Mayor Hendrickson-present.

Agenda Amendments/Agenda Approval.
Motion was made by Alderman Baird and seconded by Alderman Roggensees to accept the agenda. The motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Snider, Stewart, Whitman, Baird and Roggensees.

Approve the Minutes of the Regular Meeting April 11, 2016.
Motion was made by Alderman Roggensees and seconded by Alderman Baird to approve the minutes. The motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Snider, Stewart, Roggensees, Whitman and Baird.

Citizen Input.
Mindy Latham informed the Board that her father Roscoe was very grateful for the mowing being completed and hopes it continues.
Chris Snyder from Republic Services informed the Board that he noticed the Trash Service had gone out for bid and he hopes they would reconsider as the City was still under contract with Republic. He is grateful for the working relationship and hopes to continue it. The Board decided to table this discussion until unfinished business.

Financial Reports.

a) Motion was made by Alderman Buckley and seconded by Alderman Snider to accept the Financial Statements. The motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Snider, Stewart, Whitman, Baird and Roggensees.
b) Motion was made by Alderman Roggensees and seconded by Alderman Whitman to accept the Outstanding Invoices, Paid Invoices, Online Payments and Transfers. The motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Snider, Stewart, Whitman, Baird and Roggensees.
c) Motion was made by Alderman Roggensees and seconded by Alderman Baird to accept the Adjustments Report. The motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Snider, Stewart, Whitman, Baird and Roggensees.

Department Head Reports.
The Department Heads presented their reports to the Board.

Discussion/Vote on purchase of bounce houses for the Parks Department.
The Community Services Director informed the Board that he had come across an opportunity to purchase six (6) bounce houses with a generator and a trailer for $9,500. The bounce houses were like new and in excellent condition. He discussed the amount of money that the Parks Department pays each year to rent bounce houses and the revenue that could be brought in if the City owned their own. The Board inquired about the liability issues with owning. The City Attorney informed the Board that it would be similar liability as we already are required to have some when we rent. The Board requested that the City insurance be called before any purchase is done and ask about the liability issues. Motion was made by Alderman Buckley and seconded by Alderman Roggensees to purchase the bounce houses and accessories up to $9,500 subject to insurance approval. Motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Snider, Stewart, Whitman, Baird and Roggensees.

Ordinance accepting the contract with Monkey Business for the Parks Department. (2nd Read) Discussion/Vote.
Motion was made by Alderman Roggensees and seconded by Alderman Baird to accept the contract with Monkey Business subject to not purchasing the units first. Motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Snider, Stewart, Whitman, Baird and Roggensees.

Discussion/Vote on appointing Abigail Wilson as Deputy Court Clerk.
Linda Murray informed the Board that Abigail Wilson had played a vital role during her absence and the absence of the Deputy Court Clerk two (2) weeks prior. The Courts however require that any individual handling court matters become an officer of the Court. She requests that the Board approve adding Ms. Wilson as a Deputy Court Clerk allowing an additional twenty-five (25) cents on her hourly salary when she is performing those duties. Motion was made by Alderman Baird and seconded by Alderman Snider to approve appointing Abigail Wilson as Deputy Court Clerk. Motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Snider, Stewart, Whitman, Baird and Roggensees.

Discussion/Vote on accepting the contract for the Comprehensive Plan Revision.
Randy Brown updated the Board on the contract for the Comprehensive Plan Revision. The cost had come in $1,500 more than what was budgeted, but he said his budget would allow for the difference. David Lundstrom from Great River Engineering was in attendance and confirmed that they pride themselves on staying with budget and are anxious to get started. Alderman Baird asked if this was a common type of project for Great River Engineering and Mr. Lundstrom informed the Board that it is a unique service so not many engineering firms will take it on. Alderman Roggensees said he was supportive of the contract and looking forward to the surveys and public meetings for citizen input. Motion was made by Alderman Roggensees and seconded by Alderman Buckley to accept the contract with Great River for the Comprehensive Plan Revision. Motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Snider, Stewart, Whitman, Baird and Roggensees.

New Business.
None.

Unfinished Business.
The Board opened the discussion back up regarding the trash bids and the service with Republic Services. Chris Snyder approached the Board again and stated that they would like to continue the contract and have the City withdraw the bid requests. He indicated that there could be monetary repercussions if the City were to cancel out of the contract that is good through May of 2018. He also stated that he would be open to offering free trash service to City Hall and to Freedom Fest. The Board decided to table the discussion and put the bid request on hold until more information can be gathered.

Adjourn.

Motion was made by Alderman Buckley and seconded by Alderman Roggensees to adjourn. The motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Snider, Stewart, Whitman, Baird and Roggensees.

The meeting was adjourned at 9:17 p.m.

Jennifer Rowe, City Clerk

Corey Hendrickson, Mayor of Willard