

WASHINGTON CITY COUNCIL MINUTES
Adjourned Meeting –City Hall
February 2, 2021

1. Call to order by Council President.

2. Roll Call.

Present: Kevin Elder, Council Member
Theresa Herrs, Council Member
Don Imhoff, Council Member
Roxanne Schottel, Council Member
Absent: Ryan Kern, Mayor
Staff Present: Carl Chalfant, City Administrator
Denise Powell, City Clerk
Others: Chris Pannbacker, Washington County News

3. Citizens Comments.

No public comments.

4. Minutes.

Motion to approve the minutes of the regular meeting held January 4, 2021, by Imhoff and seconded by Herrs.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

5. Appropriations Ordinance 2021-02.

Motion to approve appropriations ordinance 2021-02 by Herrs and seconded by Imhoff.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

6. Council President.

Motion to elect Roxanne Schottel as president of the Council for 2021 by Imhoff and seconded by Herrs.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

7. Water Project Pay Request/Change Order.

Motion to approve and authorize Mayor Ryan Kern to sign Contractor's Application for Payment No. 11 from Orr Wyatt Streetscapes in the amount of \$216,359.65 by Imhoff and seconded by Herrs.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

Motion to approve Change Order #2, replacement of Well Discharge Piping to align existing well head to new piping, in the amount of \$3,645.00 from Sargent Drilling by Herrs and seconded by Imhoff.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

Motion to approve the Contract Amendment/Request #1 for Grant 19-PF-021 for a 2.5-month extension to the CDBG contract end date of March 14, 2021 to May 31st, 2021 by Imhoff and seconded Herrs.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

8. COVID/Administrative Leave.

Motion to extend COVID Emergency Paid Sick Leave and/or Administrative Leave through March 31, 2021, for those employees that have not used their allotted 80 hours provided they meet the guidelines outlined in the City's COVID 19 Action Plan Appendix C by Herrs and seconded by Elder.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

9. Washington County Saddle Club Request.

Motion to allow the Washington County Saddle Club to use the open shelter with awning and tennis courts for a live country band on June 12, 2021, from 6 p.m. to Midnight upon receipt of a Certificate of Liability Insurance with City listed as an additional insured by Imhoff and seconded by Elder.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

Motion to approve the Loudspeaker/Sound Amplifier Permit for the Washington County Saddle Club on June 12, 2021, for a live band from 6 p.m. to Midnight at the open shelter with awning and tennis courts by Imhoff and seconded by Elder.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

10. Emergency Water Supply Plan.

Motion to adopt the updated Emergency Water Supply Plan as presented by Herrs and seconded by Elder.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

11. Water Rate Study.

The consensus of the Council is to have City Attorney Elizabeth Hiltgen draft an ordinance to increase the base rate for water by 25 cents per month and 25 cents per thousand gallons with the increase taking effect for March usage and bills due May 10, 2021.

12. City Administrator Report.

- a) **Rock Crushing.** Vogts Crushing, LLC, has completed the rock crushing. There is a total of 2,648.74 ton of crushed rock and the price came to \$15.12 per ton. There was more time in equipment than originally planned due to excessive dirt mixed in.
- b) **Curb/Gutter/Sidewalk Programs.** Council tabled discussion on the Curb & Gutter and Sidewalk Program until the May Council meeting.
- c) **Housing Cleanup Program.** Consensus of the Council is to advertise for the Housing Cleanup Program for this year. The 2021 budget is \$12,700, which is also used for abating code violations if necessary.
- d) **Delinquent Debt.** Staff provided an updated listing of delinquent debt for Council review.
- e) **Citywide Cleanup.** Consensus of the Council is for City Administrator Carl Chalfant to visit with Duane Bruna about Free Dump Days this year. The City would like to offer the Citywide Cleanup Program this year.

13. City Clerk's Report.

- a) **Server.** The City's server was purchased in 2015.
- b) **EMS Annual Report.** A copy of the EMS annual report as submitted to the Washington County Clerk is enclosed for review.
- c) **Audit.** Staff with Summers, Spencer & Company, PA, were onsite January 27 and 28 to perform the City's audits.
- d) **Water Project.** Staff sent Raymond James & Associates, Inc., bond counsel, a notice for redemption of the Series 2019 Temporary Notes to be permanently filed by the bond on January 28, 2021. The plan is to finalize the loan no later than March 26, 2021, prior to change in federal interest rates.
- e) **Reports.**
 - a. **Fire Minutes.** Fire minutes for January 2021 were given to the Council for review.

Motion to adjourn by Herra and seconded by Elder.

Meeting adjourned at 7:04 p.m.

Denise M. Powell, City Clerk