

River Heights City Council
Minutes of the Meeting
November 25, 2014

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6 Present were: Mayor James Brackner
7 Council members: Doug Clausen
8 Richard Okelberry
9 Geoff Smith
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11 Recorder Sheila Lind
12 Public Works Director Clayton Nelson
13 Finance Director Clifford Grover
14 Treasurer Wendy Wilker
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16 Excused: Council members: Dixie Wilson
17 Blake Wright
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19 Others Present: Gayle Brackner, Brody and Rebecca McKinnon, Engineer
20 Eric Dursteler, Auditor Matthew Regan
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23 The following motions were made during the meeting:
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25 Motion #1

26 Councilmember Clausen moved to “adopt the minutes of the November 11, 2014 Council
27 Meeting, and the evening’s agenda.” Council member Okelberry seconded the motion, which passed
28 with Clausen, Okelberry and Smith in favor. No one opposed. Wilson and Wright were absent.
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30 Motion #2

31 Councilmember Clausen moved to “pay the final bill for the 400 South Road Project.”
32 Councilmember Okelberry seconded the motion, which carried with Clausen, Okelberry and Smith in
33 favor. No one opposed. Wilson and Wright were absent.
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35 Motion #3

36 Councilmember Clausen moved to “pay the bills as listed.” Councilmember Okelberry
37 seconded the motion, which passed with Clausen, Okelberry and Smith in favor. No one opposed.
38 Wilson and Wright were absent.
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40 Motion #4

41 Councilmember Okelberry moved to “allow the bills to be paid for the last half of December
42 since the council won’t be meeting to approve them.” Councilmember Clausen seconded the motion,
43 which carried with Clausen, Okelberry and Smith in favor. No one opposed. Wilson and Wright were
44 absent.
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48 Proceedings of the Meeting:
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50 The River Heights City Council met at 6:30 p.m. in the Ervin R. Crosbie Council Chambers in
51 the River Heights City Building on Tuesday, November 25, 2014.

52 Opening Remarks and Pledge of Allegiance: Mayor Brackner opened the meeting with some
53 quotes from Will Rogers. PWD Nelson led the group in the Pledge of Allegiance.

54 Adoption of Previous Minutes and Agenda: Minutes of the November 11, 2014 Council
55 Meeting, were reviewed.

56 **Councilmember Clausen moved to “adopt the minutes of the November 11, 2014 Council**
57 **Meeting, and the evening’s agenda.” Council member Okelberry seconded the motion, which**
58 **passed with Clausen, Okelberry and Smith in favor. No one opposed. Wilson and Wright were**
59 **absent.**

60 Purchase Requisition Requests: Mayor Brackner discussed the bid for hanging Christmas
61 lights on the tree in the park. Three bids came in for removing the old lights, stringing new ones and
62 removing them again after December. The amounts turned in were, \$2,495, \$1,480 and \$1,400. PWD
63 Nelson recommended going with Christmas Décor/Specialized Pest Control at the \$1,480 price, which
64 includes many more lights than the bid for \$1,400. Mayor Brackner reminded this wasn’t in the
65 budget. Mr. Nelson explained it will cost less next year because they won’t have to take down the old
66 lights. The lights will be leased so the company will replace strands that don’t work. The city won’t
67 have to store them and we can choose a different color every year. They will also give a 30% discount
68 if we use them again. Based on the cost of renting a lift for city employees to do it themselves, the cost
69 is less to hire it out. The Council supported granting approval to Specialized Pest Control.

70 Public Works Report and Discussion: PWD Nelson reported on the following:

- 71 • The asphalt has been installed around the two storm drains that were recently installed. They
72 seem to be working well.
- 73 • The Rocky Mountain Power incentive paperwork has been filled out and turned in. Now they
74 are waiting for the light to be shipped.
- 75 • The Christmas tree lights are scheduled to be hung tomorrow. The Tree Lighting event will be
76 held this Monday at 6:00 p.m.

77 Administrative Report: Recorder Lind informed that the administrative staff has been working
78 on a resolution to present to the council that would allow the city to dispose of surplus items. They
79 hoped the council would consider adopting it at the next meeting. She will send out copies prior to the
80 meeting.

81 Public Comment: There was none.

82 Presentation of the 400 South Road Project Final Bill: Engineer Dursteler presented the final
83 bill from Staker & Parsons. Engineer Craig Rasmussen has carefully reviewed it and given his
84 approval. Councilmember Clausen asked how the additional road base situation turned out. Mr.
85 Dursteler said they investigated and found it was needed. The total for the project came to
86 \$211,654.92, which is more than was budgeted. Mayor Brackner recommended adjusting the budget
87 in January. The final payment for the project was \$43,183.10.

88 **Councilmember Clausen moved to “pay the final bill for the 400 South Road Project.”**
89 **Councilmember Okelberry seconded the motion, which carried with Clausen, Okelberry and**
90 **Smith in favor. No one opposed. Wilson and Wright were absent.**

91 Discuss Procedure for City Representation of Conservice: Mayor Brackner reminded that
92 Councilmember Wright has recused himself from any decisions related to the Conservice project. Mr.

93 Brackner has talked with Engineer Rasmussen, who assured that he can and will represent the best
94 interest of the city in working with them. Mayor Brackner recommended the city ask Mr. Rasmussen
95 to serve as the city representative on this matter. Each councilmember agreed.

96 Pay Bills: The list of bills was presented and discussed. Councilmember Clausen had a
97 question regarding the Logan City bill. Treasurer Wilker explained the sewer, garbage, recycle and
98 911 is now combined into one bill. Mr. Clausen noted the sewer amount is much higher than last year.
99 It appears to him that all the services are being raised. Ms. Wilker will run a report on each of them so
100 he can compare the past amounts. PWD Nelson has compared the sewer rates and has seen jumps, as
101 well as. He feels, on the wet years when the irrigation doesn't get used as much it infiltrates into the
102 sewer system. He's not sure why it's a lot this month. Ms. Wilker said the detail for the billing comes
103 a week after the bill. Mr. Clausen and Mr. Nelson will be interested in looking at the detail.
104 Councilmember Okelberry recommended holding the bill until the detail comes in. Mayor Brackner
105 doesn't want to hold Logan off because they are in some deep negotiations with them right now
106 regarding sewer. Mr. Clausen would like to compare the garbage rate history, as well.

107 **Councilmember Clausen moved to "pay the bills as listed." Councilmember Okelberry**
108 **seconded the motion, which passed with Clausen, Okelberry and Smith in favor. No one**
109 **opposed. Wilson and Wright were absent.**

110 Treasurer Wilker asked permission to pay the regular monthly bills at the end of December
111 since the council will only hold one meeting (Dec 9) during the month. She will email the list of bills
112 to the council, before paying them, so they can ask questions, if they'd like.

113 **Councilmember Okelberry moved to "allow the bills to be paid for the last half of**
114 **December since the council won't be meeting to approve them." Councilmember Clausen**
115 **seconded the motion, which carried with Clausen, Okelberry and Smith in favor. No one**
116 **opposed. Wilson and Wright were absent.**

117 Finance Director Report: Mayor Brackner presented the combined cash investment report. He
118 said the budget is tracking pretty close.

119 Councilmember Okelberry asked Clayton if he can push snow going up the hill on ... Clayton
120 said they can until it's county road.

121 Councilmember Clausen asked how the sale of the old truck was going. PWD Nelson reported
122 there have been several bids. It closes tomorrow. The city decals have been removed.

123 2013-2014 Audit Report: Matthew Regan presented the audit report. He gave a condensed
124 power point version. He explained that governmental accounting is focused on accountability rather
125 than profitability. He discussed different kinds of funds. State law requires cities with a budget larger
126 than \$1,000,000 to be audited and go through other budget procedures. They want municipalities to be
127 transparent. He explained the percentages of revenue and expenditures. More money left the general
128 fund than came in because of transfers to capital projects. Mr. Regan gave his approval for the results
129 of his test on the city's finances. He also believes the city is in compliance with the state. He thanked
130 the administration for working with him. When he emails the final report, he'll send out a list of about
131 10 recommendation he had, which are mainly related to accounting entries.

132 Mayor and Council Reports: Councilmember Smith reported that the Tree Lighting Ceremony
133 will be on Monday. The Youth Council and Royalty will be in charge of serving hot chocolate. Two
134 weeks from tonight will be the City Christmas Party at 7:00 p.m. at Elements. Mayor Brackner
135 recommended meeting at 6:00 p.m. that night for council meeting with minimal agenda items.

136 Councilmember Okelberry discussed snow removal on sidewalks. He suggested getting
137 volunteers to help the elderly and disabled with their snow removal. He'd like to work with
138 Councilmember Smith on finding volunteers and matching them up to people who could use help. He

139 also brought up the winter parking restrictions. PWD Nelson reminded there is no parking on the
140 streets from 4am until noon beginning November 15.

141 Councilmember Clausen asked PWD Nelson if he'd heard from RMP on the street light
142 analysis. Mr. Nelson hadn't. Mr. Clausen requested a meeting with Mr. Nelson to call around on LED
143 light pricing. Councilmember Okelberry said RMP is expecting power rates to double, due to the need
144 for switching over to natural gas, which must be done by 2020. He feels the city should be looking
145 ahead by saving for this.

146 Mayor Brackner received a letter from Engineer Rasmussen which discusses Conservice's
147 desire to finish 800 South in phases. They'd like to use the right-of-way as a staging area for
148 construction. Engineer Rasmussen has given his approval for their request. Engineer Dursteler agreed
149 but, would recommend they lay gravel first. PWD Nelson foresees a mess being drug onto 100 East if
150 they don't have gravel they can drive out on. The Council will defer this decision to Engineer
151 Rasmussen. Mr. Nelson also has some concerns about their equipment covering the water access,
152 which he will discuss with Mr. Rasmussen.

153 Mayor Brackner explained that the radon gas meeting has been rescheduled for December 3 at
154 7:00 p.m. He would like to get a big crowd there and asked if he should advertise the meeting in the
155 Herald Journal and hold it at the school. The Council agreed this would be a good idea.

156 Mayor Brackner reported on a wastewater meeting he attended today with the sister cities.
157 Logan has come up with a contract, with assistance from the state water board, which was discussed at
158 the meeting. Rather than have each mayor give a different opinion on the contract, they recommended
159 hiring an attorney to represent them as a group. The six mayors agreed to review resumes and bids
160 from three different attorneys at the next meeting.

161 PWD Nelson asked if he could meet with Mayor Brackner and Councilmember Clausen in the
162 near future to discuss the wastewater issue.

163 The meeting adjourned at 7:45 p.m.

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Sheila Lind, Recorder

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169 James Brackner, Mayor