Call to order by Mayor Earle Franklin

Roll Call
Present: Board Members Tom Janes, Ron Terry, and Mayor Earle Franklin
City Attorney Jack Birch and Clerk-Treasurer Barb Hawn

Minutes from previous meeting of January 24, 2024
> *Motion to approve: Ron Terry*   *Second: Tom Janes*   *Vote: All Ayes*

New Business
Street Department – Employee Wage Increase for Obtaining CDL
Street Superintendent Mike Burdette recommended a $1.00 per hour raise for David Pena as he obtained his CDL.
> *Motion to approve a $1.00 per hour increase to David Pena beginning with the pay period starting
> February 04, 2024: Tom Janes*   *Second: Ron Terry*   *Vote: All Ayes*

Water Department – Boring Quotes for Water Pipe Leak in Elkhart River
A broken pipe causing a large water leak was discovered in the Elkhart River. Two quotes for boring and installing a new line were received.

S & S Directional	$300 per foot with an estimate of $75,000 for 10" pipe
Niblock Excavating	$185 per foot with an estimate of $58,750 for 10" pipe
Niblock Excavating	$215 per foot with an estimate of $69,650 for 12" pipe

After speaking with City Engineer Jonathan Moen, Water Superintendent Jeff Boyle recommended going with Niblock at $215 per foot for 12" pipe.
> *Motion to approve: Ron Terry*   *Second: Tom Janes*   *Vote: All Ayes*

Park Department – Polywood Bench Quote for Gazebo Park
Park Director John Parrish provided a quote of $356 each for four benches to be installed at Gazebo Park to replace the deteriorating existing benches. The total cost is $1424 and there is funding in the budget to cover the costs.
> *Motion to approve: Earle Franklin*   *Second: Ron Terry*   *Vote: All Ayes*

Baker Tilly Agreement for 2024
Baker Tilly provided an agreement that will allow for monthly billing based on an estimation of annual costs as opposed to billing larger amounts as projects come through. The agreement makes sense from a budgeting perspective. Each month's billing will have an explanation of the work done to compare the billing to year-to-date actual costs. There may be a settle up towards the latter months of the year. Clerk-Treasurer Barb Hawn recommended approval and authorization for her to sign the agreement.
> *Motion to approve: Earle Franklin*   *Second: Tom Janes*   *Vote: All Ayes*

Comments by Members of Council and Administration
Fire Chief Jeremy Weaver
- Chief Weaver distributed the Fire Department Annual Report to board members stating to contact him with any questions they may have.

Street Superintendent Mike Burdette
- The Street Sweeper has been serviced and a new broom installed. When the weather stays above freezing we will get out and start sweeping the streets.

Water Superintendent Jeff Boyle
- The meter reading system is up and running. It pulls meter readings throughout the day. Reports regarding high usage are distributed daily. We have been able to contact residents who have a potential problem. When residents come in to complain about a high bill, the utility office staff can check the system to see if it is showing leaks. It has been a very beneficial tool.

Building Administrator Elroy Mast
- Have been doing frequent inspections at Star of the West Mill on their building project. Thank you to the police department for the use of their drone to do an inspection of the roof. The mill is on schedule for the completion of their project.

Mayor Earle Franklin
- Working with Shawn Cox, our Fire Department Inspector, to schedule inspections and bring the buildings downtown in compliance with zoning regulations.
- Thanks all of the departments who worked with Jeff Boyle and the Water Department to discover the leak.
- Appreciate Gary Cox getting the cameras up at the Recycle Center. The camera system has taken pictures that will be shared with the NE Solid Waste District at tomorrow's meeting.

Adjournment

Motion to adjourn: Tom Janes   *Second: Ron Terry*   *Vote: All Ayes*

Barbara Hawn, Clerk Treasurer   Earle Franklin, Mayor