

The Palo City Council met in open session Monday January 15<sup>th</sup>, 2018 at the Palo Community Center in the Council Chambers. Mayor Ryan Scheckel called the meeting to order at 6:30 PM with the following council present: Doug Hanover, Angie Brekke, Pete Hagstrom. Absent: Brian Beaty. Others Present: Jenny Salyars; City Public Works, Lenna Goodale; Deputy City Clerk, Chris Donley; Fire Chief, Jeff Gibbons; Asst. Fire Chief, Erek Sittig; City Attorney. Mayor Scheckel led those present in the pledge of allegiance.

Hanover motioned for approval of the agenda. Brekke second. Motion carried (3-0).

Hanover motioned to approve the consent agenda including the bill approval, DAR, Treasurers report and council minutes from December 18<sup>th</sup>, 2017. Brekke second. Motion carried (3-0).

Department Reports: Brekke questioned if public works received the updated bid for the fence around the Blairs Ferry Road lift station. Salyars stated that Glenn is still working on the bid. Scheckel questioned if the items in the generator room had been repaired after the sprinkler head break. Salyars stated that they are waiting on Summit Companies to come this week to give a bid on replacing the wet system with a dry system due to that area not being heated well with the louvers from the generator. Also have filters on order for the generator and temporarily bypassed the fuel sensor that was damaged so the generator is operational. Council to decide if they want to replace the fuel sensor the only thing it does is lets us know if there is low fuel. Salyars stated we have it filled once a year and has really only ran for testing once a month. Hanover thanked the Fire Department for the current list of members and annual report. Scheckel asked Donley about the annual report. Donley stated we had 10 more calls with the same hours we had last year. Scheckel questioned what the department wanted to see for EMT training as far as the city paying for the classes upfront and require an agreement to make sure they are taking the class and obtaining certification. Donley stated currently 2/3rds of our calls are EMT calls and we only have 6 active members certified. Gibbons stated he has talked to several members that would like to become certified but they have young families and do not have the \$1900 to pay upfront. Setting up a contract would be a good idea to make sure they are getting certified or would have to reimburse the city. Donley and Gibbons along with the other officers of the Fire Department would pick the members to send to class for certification. Brekke questioned how many members per year they would like to see trained. Donley stated at least 2 per year. Hanover stated he would like to see more members be trained and a contingency that they pay if they don't finish or pass the class. Council to review options for a contract with the Fire Department for the February Council meeting.

Motion by Hanover to approve Resolution No. 011518A to appoint Jake Sutherland to the open city council position until the next general city election. Brekke second. Roll call. Motion carried (3-0). Jake Sutherland was sworn in as Council Member and took his seat with the other members at 7:05PM.

Dix stated that FEMA has received the scope change to add the additional four manholes for repair and are waiting for approval of funds. In the packet is a preliminary drawing of the bid documents for repairing the manholes once funds are allocated. Hanover motioned to table the manhole bids until funds are allocated and bid documents are finalized. Brekke second. Motion carried (4-0).

Scheckel discussed the computer monitors, towers, setup and other equipment on the agenda for the Fire Department and city hall. Gibbons stated that the fire department computer does not have windows on it and is still running xp program. Dix stated that the city hall towers were replaced in 2014 and the monitors were replaced in 2009. Brekke motioned to approved the purchase from ITS in the amount of \$5589.62

for the technology items. Hanover second. Roll Call. Motion carried (4-0).

Scheckel discussed the website option presented to the council tonight. This was previously presented to the council a few months ago as the cities website that is currently being used the functionality is outdated. The startup cost of the civic live website is \$2500 and \$1250 per year after the first year for maintenance fees. Dix stated the website with Gov Office was purchased in 2004 and has not been updated a whole lot. Hagstrom stated he programmed a new website with Wix and would be willing to show the staff how easy it is and the functionality of it. The cost is around \$400 per year. Hanover motioned to table until February meeting to review the other options. Brekke second. Motion carried (4-0).

Scheckel discussed the building inspection issue that is on the agenda tonight. It was briefly discussed at the workshop last Thursday. Currently the city has a 28E agreement with Linn County Planning & Development, however the contract is not being followed as written and the city is not receiving any revenue for the building permits themselves. The city had been approached by Ely regarding a 28E agreement to use Ely's building inspector and/or other such duties that would be applicable. This would allow the city to receive some revenue from the building permit fees that the city currently receives no revenue from. Brekke motioned to table until more details have been worked out what the 28E agreement would look like and the discussion with Linn County regarding the current 28E agreement. Hanover second. Motion carried (4-0).

Motion by Hanover to approve Resolution No. 011518B to accept the resignation of Brian Beaty due to no longer residing in the City of Palo. Brekke second. Roll call. Motion carried (4-0). Scheckel requested a thank you go to Brian for his years of service, dedication and as a valued asset. Brekke motioned to place the vacancy on the February agenda to appoint a new Council Member instead of a special election. Hanover second. Motion carried (4-0).

New Business: Pete questioned if there was documentation of the comp plan Hanover and Beaty discussed doing. Scheckel stated it was a comprehensive future land use map that was created then which will help in creating the full comprehensive plan.

Scheckel stated he would like to add the appointment of Delmar Jellison to the Planning & Zoning Commission and Adam Vincent to the Park & Recreation Board for the February meeting.

Resident comments: Delmar Jellison stated that he would like to see Jenny's name or number off of the rental information. Scheckel stated he will look into where it may be located on the contract.

Motion by Hanover to adjourn, seconded by Brekke, meeting adjourned at 7:57 pm.

Respectfully submitted by,

Trisca Dix