

West Fork City Council
Regular Council Meeting Minutes
December 13, 2017

INVOCATION: given by Mike Nelson
MEEETING CONVENED: 6:30 pm

Interim Mayor, Don Rollins, introduced Mayor Elect Heith Caudle and turned the meeting over to him.

MEMBERS PRESENT:

Anita Lowry, Jeff Upton, Kira Hungate, Mike Nelson, John Collins, Ed Stout, Misty Caudle, Joe Toher, City Attorney Tom Kieklak, Mayor Heith Caudle, City Clerk Marsha Hungate

AGENDA:

Mayor Caudle requested amendment of the agenda as follows:

1. Add Change order for Davis Construction as #1 under new business
2. Add appointment of new parks committee member as #5 under new business

MOTION by Misty Caudle, 2nd by Kira Hungate to approve agenda as amended.

MOTION CARRIED

MINUTES:

MOTION by Misty Caudle, 2nd by Kira Hungate to approve November 8th regular meeting minutes. MOTION CARRIED

MOTION by Misty Caudle, 2nd by Kira Hungate to approve November 14th special meeting minutes. MOTION CARRIED

PUBLIC FORUM:

Kathy Martine spoke to the council on the need to change the contract concerning animal control for West Fork.

BUSINESS REPORTS:

1. LIBRARY - John Riley reported on the holiday events sponsored by the Friends of the Library. Pizza with Santa, Breakfast with Santa, and a Raffle of donated items to benefit the library.
2. COURT - no questions or action taken
3. POLICE - Chief Watts expressed thanks for all donations to the shop-with- a-cop program and reported that \$100 was spent on each child. He also requested approval from the council to get Google Office Suite, which will provide more online storage, and meet the electronic needs of the police department. Money is available but he would like council approval.

MOTION by Joe Toher, 2nd by Jeff Upton to approve this purchase. MOTION CARRIED
Chief Watts requested to enter into a new contract with VTEVU for the purchase of body cams for \$ 4595 with a 3 year contract. It will include cameras and tech support and warranties.

MOTION by John Collins, 2nd by Kira Hungate to approve the purchase. MOTION CARRIED

MOTION by Misty, 2nd by Kira Hungate to approve the 3 year contract. MOTION CARRIED

4. PUBLIC WORKS - Isaac Harderson advised there will be a ceremony at Riverside Park transferring ownership of the Woolsey Bridge to West Fork. It will be at 1 pm on the 16th of December.

5. PARKS - Chad Harrison requested approval to enter into a contract with TruGreen who has purchased Scotts Lawn Care. Cost has not changed, but TruGreen requires a contract. MOTION made by Kira Hungate, 2nd by Misty Caudle to approve contract. MOTION CARRIED

6. FIRE DEPARTMENT- Chief Mark Myers advised the need for a part time fireman. This would enable coverage when he or Travis has to be gone. It would cover vacation time, and help with the increase in calls. Splitting the cost with rural fire would cost us about 8-9thousand dollars per year. This expense would be covered with the additional sales tax the Fire Department will be receiving.

MOTION by Misty Caudle, 2nd by Joe Toher to approve the creation of a part-time position. MOTION CARRIED

7. FINANCE DIRECTOR - Kristie Drymon requested approval to change all the bank signature cards to remove Interim Mayor Don Rollins and add Mayor Heith Caudle. MOTION made by Misty Caudle, 2nd by Kira Hungate to approve signature card changes. MOTION CARRIED

Kristie advised that we will be closing Monday on the building improvement loan and we need to open an account with Arvest Bank called 2016 City of West Fork Building Improvement Fund.

MOTION made by Kira Hungate, 2nd by Misty Caudle to approve opening the account. MOTION CARRIED

OLD BUSINESS:

NEW BUSINESS:

1. Change order for Davis Construction- to replace sewer lines in West Fork Acres. Total amount of change order #3 is \$658,150.

MOTION made by Joe Toher, 2nd by Jeff Upton to approve the change Order #3. MOTION CARRIED

2. CONFIRM DAN BAKER to the vacant position on Planning Commission MOTION made by John Collins, 2nd by Anita Lowry to approve. MOTION CARRIED

3. INJUCTION ON FLSA salary requirements. The FLSA salary requirements did not go into effect on December 1, 2016 as expected. Two department head salary increases for 2017 were increased with the expectation that the law would be in effect.

MOTION made by Joe Toher, 2nd by Kira Hungate to leave the salary increases for 2017 in place. MOTION CARRIED

4. Request for qualifications for Construction Management

MOTION made by Misty Caudle, 2nd by Joe Toher to move forward with request of qualifications from construction companies for upcoming construction projects.

MOTION CARRIED

5. PARKS Committee request approval for the appointment of William Mason to the Parks Committee.

MOTION by John Collins, 2nd by Kira Hungate to approve the appointment. MOTION CARRIED

ADDITIONAL COMMENTS:

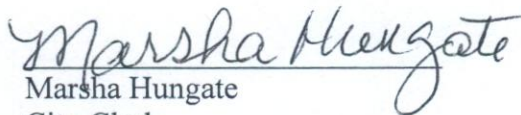
1. Mayor Caudle thanked Don Rollins and Ed Stout for filling vacant position for the last few months and Mike Nelson for his work and dedication to the City.
2. Mayor Caudle asked the council members to fill out a questionnaire that will help him determine what their goals and areas of interest for the City.

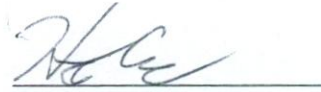
Meeting adjourned at 7:40 pm

PASSED AND APPROVED THIS 10th day of January, 2017

ATTEST:

APPROVED:


Marsha Hungate
City Clerk


Heith Caudle
Mayor