

**West Fork City Council**  
**Regular Meeting Minutes**  
**March 14, 2017**

The invocation: Heath Clower  
Pledge of Allegiance: Jacob Foster  
**TIME CONVENE:** 6:31pm

**VOICE ROLL CALL ALDERMEN:**

**PRESENT:** Misty Caudle, Anita Lowry, John Collins, Kira Hungate, Don Rollins, Joe Toher, Mayor Heath Caudle, and City Attorney Tom Kieklak.

**ABSENT:** Jan Throgmorton and City Clerk Marsha Hungate

**ADOPTION OF AGENDA:**

**MOTION** by Misty Caudle 2<sup>ND</sup> by Don Rollins to adopt the agenda as mailed. All voted in favor,  
**MOTION PASSED.**

**APPROVAL OF MINUTES:**

**MOTION** by Misty Caudle 2<sup>ND</sup> by Don Rollins to approve the minutes as mailed. All voted in favor,  
**MOTION PASSED.**

**PUBLIC FORUM:**

1. Carl Underhill stated he is happy with his current trash service.
2. Nancy Kirkner stated her concern with severe traffic control issues on Wheeler and Campbell and requested that the city consider speed bumps.
3. Pat Zuber stated that there are also traffic concerns on Phillips Street. She also wanted to know about a weather siren or tornado shelter. Mayor Caudle informed her that we have neither a siren nor a shelter at this time.

**(A) BUSINESS REPORTS:**

1. Library:
  - a. Librarian John Riley reported that a building expansion committee has been formed and are working to accumulate ideas and priorities for the new addition.
  - b. The state IT person will be evaluating the libraries system and making suggestions on what will be needed with the new addition.
2. Court:
  - a. Chief Court Clerk Pauletta Welch reviewed the information submitted in the council packet. The deposit numbers are up, most likely, due to income tax season.
3. Police Department:
  - a. Chief Bryan Watts thanked the Mayor and Council for all their support during his time as Chief.
  - b. Sargent John Nelson reviewed the information submitted in the council packet and informed the council that two grants have been completed and submitted and the Google Suite account is up and working well.
4. Public Works:
  - a. Director Isaac Harderson reported that water loss is down to 17% and will be down, even more, next month.
  - b. Twenty Badger meter have been installed, for a trial period of 6 months, and seem to be working well at this time.
  - c. The Water Department received a quote of \$690 per tank to inspect the water tanks and hope to have the work completed in the next month.

5. Parks Director:
  - a. Director Chad Harrison reported the March Parks Committee meeting has been cancelled due to a lack of quorum.
  - b. A field maintenance machine has been purchased and will be a great asset to our parks.
  - c. The Beautification Committee is still trying to pinpoint a location for a welcome sign.
  
6. Fire Department:
  - a. Chief Mark Myers informed the council on the resolution that is to be voted on later in the meeting. The resolution is to state the city's interest in applying for a grant that will cover the cost of new radios.
  
7. Finance Director:
  - a. Director Kristie Drymon reported that the 2015 City and Water audits are complete and have been delivered to each council member. The auditor will be at either April or May's meeting to discuss and answer questions about the audits.
  - b. The sealed bids for vehicles and appliances is complete. All items sold except the stove and dishwasher which have since been disposed of.
  - c. A certificate of deposit that was set aside for a 1978 bond reserve has been cashed in and the bond has been paid off with those funds.

**(B) NEW BUSINESS:**

1. Change order #4 for \$77,550: The change order is to relocate boar under Highway 71 and add additional footage of 4" service lines in West Fork Acres.  
MOTION by Misty Caudle 2<sup>nd</sup> by Joe Toher to approve change order #4 in the amount of \$77,550. All voted in favor, MOTION PASSED.
  
2. State of the City- A copy is located in the packet and is posted on the City website.

**(C) OLD BUSINESS:**

1. Resolution #2017-03- approved grant application for the Fire Department.  
MOTION by Misty Caudle 2<sup>nd</sup> by Kira Hungate to approve resolution #2017-03. All voted in favor. MOTION PASSED.
2. Trash service contract- The city's contract with Trash-a-way has expired. Bid request were opened for trash service. One proposal was submitted by Inland Waste. Discussion from the council, on comments received from citizens, resulted in the council wanting to reopen the bid process.  
MOTION by Misty Caudle 2<sup>nd</sup> by Don Rollins to close current bid and open a new bid for trash service. The deadline will be April 7, 2017. All voted for. MOTION PASSED.
3. Approve construction manager- request for statement of qualifications was published, 12 proposals were submitted by the deadline. A panel of 5 reviewed the proposals and interview 3 companies. The Mayor's recommendation is to enter into contract negotiations with Baldwin & Shell for construction manager services.  
MOTION by Misty Caudle 2<sup>nd</sup> by Don Rollins to authorize the Mayor to enter into contract negotiations with Baldwin & Shell. All voted in favor. MOTION PASSED.

**(D) MAYORS COMMENTS:**

1. Mayor Caudle thank the citizens in attendance for coming and representing West Fork.

**ADJOURN:**

MOTION by Misty Caudle 2<sup>ND</sup> by Don Rollin to adjourn the meeting at 7:49pm. All voted in favor,  
MOTION PASSED.

**PASSED and APPROVED this \_\_\_\_\_ day of April, 2017**

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Marsha Hungate, City Clerk

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Heith Caudle, Mayor

(SEAL)