

SAMPLE SUMMARY MINUTES

Anytown City Council Regular Meeting August 5, 2017 MINUTES

Presiding officer Mayor Moses Murphy called the meeting to order at 7:06 p.m. in the Anytown City Office conference room.

Members present: Moses Murphy (Mayor), Victor Vezey (Vice-Mayor), Arnie Arnold, Gary Goldman, Lena Lane and Kathy Kirby.

Members absent: Martha Moore

Staff present included: Samantha Smith, city manager; Daisy Duckson, clerk/ treasurer; and Joe Fawcett, water plant operator.

Guests: Mrs. Ida Ivan, Mr. Cosmo Cody, Mr. Ron Riley (community residents)

Mr. Vezey moved to approve the agenda as presented. Mr. Arnold seconded. Motion passed by unanimous vote.

Mr. Vezey moved to waive the reading of the July 1, 2017 minutes and to approve them as written. Ms. Lane seconded. Copies of the written minutes were available for the public. Motion passed by unanimous vote.

Staff Reports

Manager's report: Manager Smith reported on the following:

- The water and sanitation improvements project would be delayed because the Village Safe Water engineer has decided to have additional design work completed.
- A Coast Guard vessel will be in Anytown on August 20 to inspect the dock and the fuel loading facilities.

Clerk/treasurer report:

Ms. Duckson reported that she has begun work to prepare for the October municipal election. Council member seat A held by Kathy Kirby and Seat D held by Mayor Moses Murphy are up for election. Ms. Duckson also presented the financial report with year-to-date expenditures compared to the budget. She reported that income and expenditures are on track, but that rising fuel prices are a concern and that the city is making additional efforts to reduce fuel consumption

Utility Operator's report:

Mr. Fawcett presented a written operator's report for July 2017. He said assistant operator Tom Tubb will attend operator training September 8-12 in Fairbanks: the cost of the training is included in the FY 18 budget.

Communications and Public Requests to Speak

- A. Community resident Mrs. Ivan addressed the council regarding her letter about erosion on Front Street. Mayor Murphy asked Manager Smith to prepare a proposal for addressing the erosion issue and to place the proposal on the agenda for the October regular meeting
- B. Ms. Duckson presented a copy of a letter from the Department of Revenue regarding settlement of the past due account. No further action is required regarding this matter.

Old Business

- A. Beach Road Repair. Manager Smith reported that after the high water subsided last month, the damage to the Beach Road was not as bad as had been anticipated, and that the estimated repair cost would be \$2,000 less than originally presented last month. Mr. Vezey moved to approve expenditure for Beach Road repairs as requested in the original proposal, less \$2,000. Ms. Kirby seconded. Passed unanimously.
- B. Purchase of office furniture. At its last meeting the city council tabled a decision to purchase new office furniture at a cost of \$2,500 until the clerk could inspect used furniture offered by the Anytown School. Ms. Duckson reported that the used file cabinets and desk available from the school are in satisfactory condition but that the office chair is not. Mr. Goldman moved to accept the used file cabinets and desk from the school, and to purchase a new office chair at a cost not to exceed \$350 (including shipping). Ms. Lane seconded. Motion passed unanimously

New Business

- A. Resolution 2017-17 Approving FY 17 Annual Certified Financial Statement. Mr. Arnold moved to adopt "Resolution 2016-17 Approving the FY 17 Annual Certified Financial Statement". Ms. Lane seconded. Discussion followed. Ms. Duckson informed the council that submittal of Resolution 2016-17 and the accompanying certified financial statement to the state will enable the city to receive approximately \$103,000 in "community revenue sharing funds" in time to help pay for the fall fuel order. Manager Smith and Ms. Duckson answered questions from council members regarding the FY 17 Certified Financial Statement. Mayor Murphy thanked the staff for providing a thorough report in such a timely manner. A roll call vote was taken. The motion passed unanimously.
- B. Resolution 2017-18 requesting capital funding for a new clinic building. Mr. Vezey moved to adopt Resolution 2017-18 to request \$1.5 million in funding for a new clinic building. Ms. Lane seconded. Discussion followed. Manager Smith stated that to be eligible for the funding the city needs to provide \$300,000 in matching funds, and that at the most the city can provide is \$50,000, unless other sources of funding can be obtained. Ms. Kirby moved to refer the matter regarding capital funding for a new clinic building to the planning committee (consisting of manager Smith, Mayor Murphy, council member Kirby, and Nancy Nurse, the health director). Ms. Lane seconded. Motion passed unanimously.

Public Participation

Ida Ivan thanked the city council for their willingness to address the erosion issue on Front Street.

Cosmo Cody asked the city council to do something about all the loose dogs.

Ron Riley suggested that the city council do something about the old abandoned road maintenance shop before kids get hurt playing in it.

Council comments

Ms. Lane thanked Mrs. Ivan, Mr. Cody and Mr. Riley for their comments and asked that options for dealing with the old road maintenance shop be placed on the agenda for the October regular meeting.

Mayor Murphy asked manager Smith to provide information regarding options for dealing with the old road maintenance shop in time for the October regular meeting.

Mr. Kirby said that she will be out of town for the October regular meeting.

Adjournment:

Ms. Lane moved to adjourn. Kirby seconded. The motion passed unanimously. The meeting adjourned at 9:30 PM

Minutes approved: _____ Date _____

Attested by: _____ Date _____

(Daisy Duckson city clerk/treasurer)