

**City of Cottonwood Falls Council Minutes  
December 21, 2015**

The regular meeting of the City of Cottonwood Falls was called to order at 7:00 p.m., December 21, 2015 at the municipal meeting room.

Those present were Mayor Boyce Baumgardner, Council Members Buddy Sisson, Carl Studer, Bob Sturms & Pat Larkin, City Attorney Laura Allen, Utilities Supervisor David Jones, and City Clerk Tiffany Bohnen. Absent was Councilman Shawn Taylor.

**Agenda**

Sisson made a motion to approve the Agenda. Larkin seconded, motion carried.

**Minutes**

Larkin made a motion to approve the minutes from December 7, 2015. Sisson seconded the motion. Motion carried.

**Scheduled Visitors**

None

**Mayor's Report**

- Sisson made a motion to purchase a self-draining Precast Concrete Single Drinking Fountain from Wausau Tile for \$1693.60 to be placed at Main and Broadway. Studer seconded the motion. Motion carried.
- Larkin made a motion to renew the ad in Kan-RVT for 2016 for the amount of \$89.90, adding the 18 hole disc golf course. Studer seconded the motion. Motion carried.
- A site visit for the KDOT street grant is scheduled for January 7<sup>th</sup> at 10 a.m.
- The South limestone welcome marker is scheduled to be installed within the next few weeks.
- Studer made a motion to approve paying Alan Tollakson \$3,500 upon delivery of the marker. Larkin seconded the motion. Motion carried.

**City Attorney's Report**

- Sisson made a motion to approve Resolution No. 2015-23 adopting the city boundaries set forth by Geotech, Inc. Sturms seconded the motion. Motion carried.

**City Clerk's Report**

- Council reviewed Chapter 1 of the Code Book noting any errors or changes that will need to be made before adopting the final draft. Chapter 2 will be reviewed at the January 4<sup>th</sup> meeting.
- Larkin met with Dorneker regarding the enforcement of the Dangerous Structures. Dorneker will have new inspection reports on two properties on 4<sup>th</sup> Street.
- Sturms made a motion to proceed with the removal of the dangerous structure at 336 Pine St. Larkin seconded the motion. Motion carried.
- Larkin made a motion to approve the renewal of the Alcoholic Liquor License for Grand Central Hotel, LLC for 2016. Studer seconded the motion. Motion carried.
- Bohnen has received a request from Prairie PastTimes to install an amplifier for the Wi-Fi connection. After discussion, the consensus of the Council is that Prairie PastTimes should be providing their own internet service so no amplifier will be installed.

**Project Leaders:**

**Sisson:**

- None

**Studer:**

- None

**Larkin:**

- Larkin received a quote for 4 ft premium wreath with C& led lamps for \$693 each. No action was taken.
- The Christmas lights on Broadway will remain on through the end of January.

**Sturms:**

- Sturms made a motion to update the job descriptions within the Employee Handbook, effective January 1, 2016. Revisions include changing the title of Bookkeeper to Utility Clerk and adding Trash Truck operator to laborer and equipment operator. Studer seconded the motion. Motion carried.

**Taylor:**

- None

**Planning Commission Report**

- None

**Utilities Supervisor Report**

- Jones is hoping to have the paperwork from the dealer to purchase the 2008 Kenworth trash truck for the January 4<sup>th</sup> meeting.
- The city crew has been cleaning up and doing dirt work at the park for the disc golf course, working on sewer fencing, and completing employee evaluations.
- Employee evaluations will be done for approval at the January 4<sup>th</sup> meeting.
- A dead tree at 330 Pine has been reported. If the tree is found to be on city property, Jones will have the tree removed.
- Jones will have an equipment rating report prepared for the January 4<sup>th</sup> meeting.

**Unscheduled Visitors:**

**Old Business:**

**Time Cards:**

Sturms motioned to approve timecards and payroll checks 25025-25033. Studer seconded, motion carried.

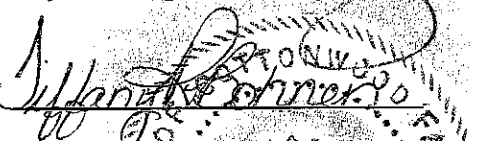
Sturms motioned to approve a total of 12 hrs overtime. Studer seconded, motion carried.

**Accounts Payable**

Sturms moved to approve checks 25017-25024 & 25034-25057. Studer seconded, motion carried.

Sturms motioned to adjourn the meeting at 8:47 p.m. Studer seconded, motion carried.

  
 Boyce Baumgardner, Mayor

  
 Tiffany R. Bohnen, City Clerk

