

1 City of Prairie City

2 CITY COUNCIL MEETING

3 December 11, 2013

4 Attended: Gary Waterhouse, Mayor
5 Carole Garrison, Councilor
6 Les Church, Councilor
7 Viola Rose, Councilor
8 Butch Goslin, Councilor
9 Dennis Lynch, Councilor
10 Chris Camarena, Public Works Director
11 Ray Wenger, Public Works
12 Kathy Smith, Museum Director
13 Joy Waterhouse, Museum
14 Dave Wildman, Anderson Perry & Associates
15 Kevin Dahlen
16 Dean Hicks
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18 The Mayor called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited and roll
19 call taken, all members being present. The minutes of the November 5, 2013 meeting were
20 considered. A typo in the first paragraph, line 18 was corrected by deleting an extra name. **MSP:**
21 **To approve the minutes as written and corrected, Carole Garrison/Les Church. Garrison,**
22 **Church, Goslin, Rose and Waterhouse voted in favor, Dennis Lynch did not because he had**
23 **not been in attendance at the 11/5/13 meeting.**
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25 Dean Hicks was recognized. He asked permission to utilize the City's radar trailer on South Bridge
26 Street. It was noted that the unit needs new batteries that cost approximately \$130 each. It was
27 pointed out that if the trailer is used more often or plugged in when not in use the batteries would
28 stay charged. Hicks said he feels the trailer should be put to use and not just left at the City shop.
29 He said he would supply the batteries. There being no law enforcement issues with using the
30 trailer, it was generally agreed it should be utilized. **MSP: To allow Dean Hicks to set up the**
31 **radar trailer, Dennis Lynch/Viola Rose. All members voted in favor.**
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33 Dave Wildman of Anderson Perry & Associates was recognized. He addressed the Council
34 regarding the final steps needed to integrate Well #3 into the City's water system. He presented a
35 record drawing of Well #3 and explained what it represents. There was discussion of the well's
36 capacity; it can produce 250gpm to 350 gpm with 250gpm being the sustainable amount. The static
37 level is approximately 12 feet below the surface, casing goes from 14 inches to 10 inches to 6
38 inches. There was also discussion of wells #1 and #2 and where they are located.
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40 With regard to Well #3, Wildman said the City had applied for a permit for the well but has not
41 followed through with proving up the water right and providing beneficial use. The permit called
42 for doing this within one year, but Wildman pointed out that we are way beyond that now and could
43 be in danger of losing the rights if an application is not submitted. Wildman explained that the 20
44 page application must be done by a certified water rights examiner, typically an engineering firm
45 such as Anderson Perry. He said their estimate to do the report was \$3,000 to \$3,500, and closer to

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1 \$3,000 if Public Works helps with some of the work. There was discussion of who else (locally) is
2 a water rights examiner and some council members' preference to do some checking around for
3 other options. It was suggested that Mike Springer be contacted for a quote. It was noted that the
4 City needs to move quickly since it is already behind schedule. It was suggested that since time is
5 of the essence the City should go ahead and authorize Anderson Perry to do the work, especially
6 since they already have the information on the well project. Discussion went back to why the
7 report never got done and who was responsible. The Mayor pointed out that it would have to be
8 discussed in an executive session. Discussion went back to getting verbal quotes and setting a time
9 for a special meeting to review and decide on who should do the work. Chris Camarena was asked
10 to obtain quotes from certified water rights examiners by Tuesday the 17th and to stipulate the work
11 must be done by the end of January. **MSP: to solicit two other estimates in addition to
12 Anderson Perry's "not to exceed \$3,500" estimate, Les Church/Viola Rose. Church, Goslin,
13 Rose, Lynch, and Waterhouse voted in favor, Garrison opposed.**

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15 In addition, Wildman also said the permit required a Water Management Conservation Plan,
16 although he was not certain it had been reviewed and approved. Another item he said needs to be
17 completed that was part of the original contract are the O & M manual for the sand filtration
18 system. The draft has already been paid for, but it needs to be finalized and approved by the state.
19 Wildman said he had been waiting for the City to decide on what scenarios to include. He said the
20 cost to complete the manual would be approximately \$3,000 depending on how many scenarios are
21 to be included. The expense had not been budgeted for by Public Works; however, the Recorder
22 said it could be done by resolution. Wildman explained that the manual provides all the steps
23 necessary for operation and maintenance of the system. Butch Goslin requested a copy of the draft.
24 Though time is not as crucial in completing the manual, it was generally agreed it needs to be done.
25 **MSP: To have Anderson Perry work with Public Works to finalize the O & M manual, Butch
26 Goslin/Viola Rose. All members voted in favor.**

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28 **Museum:** Kathy Smith addressed the Council and thanked Carole Garrison for all the work she
29 had done in getting the museum on track. She recapped the museum's participation in Christmas
30 on the Prairie and reported on the training she had recently taken. She also noted that she will be
31 looking into grant funds for repairs to the building. With regard to the Council's decision to require
32 a background check on all museum volunteers, she asked for input on the 19 page application
33 required by the State Police. She also noted that each check would cost \$67. She said she didn't
34 feel background checks are warranted, but said it is the Council's choice. There was discussion of
35 why checks are needed and the Mayor commented that the City Attorney said it is a good idea. It
36 was suggested that the Department Head (Smith) be able to make the decision as to whether a
37 background check should be done, such as in the case of someone she does not know. It was noted
38 that the Council would need to change their previous decision to require checks on all volunteers.
39 **MSP: To allow the Department Head to, at her discretion, authorize background checks on a
40 case by case basis, Les Church/Carole Garrison. All members voted in favor.** It was also
41 agreed that the Department Head would decide on which criteria to use in the checks.

42
43 **Law Enforcement Services:** The Mayor reported that John Day is waiting on the formal
44 dissolution of the City/County contract before proceeding with contract negotiations for law
45 enforcement for the City. He referred to a draft document provided by the attorney and said the
46 County's attorney has it but will not respond. He said the document may be subject to some minor
47 changes. He said the County is dragging the process out too long and someone needs to be
48 appointed to approve documents and proceed. **MSP: To authorize the Mayor and the City**

1 **Attorney to finalize the document and approve any changes, Viola Rose/Butch Goslin. All**
2 **members voted in favor.**

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4 **Landfill:** A written report was received. Chris Camarena said he is following up on the permit
5 renewal process and lease with the BLM. He said his MOLO certification would expire next year,
6 but by that time the landfill would probably be closed.

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8 **Public Works:** Chris Camarena reported that there had been another major sewer line break on the
9 main transmission line over Thanksgiving. It was noted the age of the system and the lack of
10 proper bedding when it was installed are the reasons for the breaks.

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12 **Accounts Payable: MSP: To pay the bills, Carole Garrison/Les Church.** Viola Rose asked
13 that the payable lists be included when the packets are mailed out.

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15 **Other Business:** The Mayor referred to an offer from American Tower to replace the current lease
16 agreement with a 50 year lease that includes an up front payment of \$187,044. It was noted that
17 accepting the terms would result in a substantial loss of revenue for the City (approximately \$3,740
18 instead of the current approximate \$14,000 per year.) It was generally agreed that the Council
19 should flatly refuse the offer. There was also discussion of the problem the City has with finding
20 out how many sub-leases there are and American Tower's reluctance to provide the information;
21 yet another reason not to accept the offer. There was discussion of having the Mayor write back
22 and tell them the Council is evaluating the offer, or that they flatly refused the offer but are
23 considering a counter offer. **MSP: To flatly reject the offer, Les Church/Dennis Lynch. All**
24 **members voted in favor.** It was also noted that after January 1 the new charter would go into
25 affect allowing the City to enter into leases without time limitations.

26
27 Dennis Lynch brought up the issue of the house numbering system that does not make sense. The
28 issue had been presented to the Council previously by Andy Day as a potential liability to the City
29 in emergency situations, i.e. fire and ambulance calls. Lynch said his neighbors had recently
30 experienced such an incident with the ambulance not being able to locate their residence. There
31 was discussion of why the street numbering system does not follow the City's ordinance and it was
32 noted that many years ago a boy scout group did it as a project and the Council at the time adopted
33 it. It was agreed it should be corrected and be in compliance with the ordinance, although there are
34 a lot of things to be considered and it will be difficult to predict how much it would cost the
35 residents or the City. The Mayor appointed Dennis Lynch to look into what could be done. Viola
36 Rose volunteered to help him.

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38 A workshop date to determine priorities for the Public Works Department was suggested. It was
39 agreed a special meeting could be held prior to it to consider the quotes for a water rights examiner
40 to complete the beneficial use application for Well #3. It was agreed Les Church would facilitate
41 the workshop and write priorities on the chalk board in order for the Council to stay on track. The
42 main idea being that the Council give Public Works a good picture of what they want to see done
43 and agree on their expectations. Chris Camarena said he will provide an outline of what he has
44 determined are the areas needing attention and his goals. It was agreed that long range plans will be
45 discussed once the Council receives the staffing plan recommendations from LGPI.

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Butch Goslin asked the Mayor why there is an empty Council position. He was told that no one had applied for it. Kevin Dahlen addressed the Mayor and said he would like to apply for the position. He was instructed to fill out an application and return it to the City Recorder.

There was more discussion of the workshop for discussing Public Works, waiting for the report from LGPI and putting it off until January. Carole Garrison said the workshop to address public works issue is more of a Council visioning one and not restructuring at this point. It was agreed they should have the workshop to get started and have another one in January.

It was agreed that a special meeting to consider quotes for the beneficial use application be set for 6pm on December 18 with a workshop to discuss public works immediately following.

Dennis Lynch brought up the wells drilled on the John Coombs property (in 2006) and that the City still needs to determine their disposition. It was agreed Coombs should be contacted.

7:55 pm: It was moved and seconded to adjourn, all members voted in favor.

Submitted by:

Diane Clingman, City Recorder

Approved by the City Council this ____
day of _____, 2014 and
signed by the Mayor.

Gary Waterhouse, Mayor