

CITY OF HAUSER, IDAHO

Location: Hauser City Hall, 11837 N. Hauser Lake Road, Hauser, Idaho 83854

CITY COUNCIL MEETING MINUTES

REGULAR MEETING – October 12, 2011 – 6:30 p.m.

CALL TO ORDER: 6:30 p.m. – Mayor Olita Johnston

PLEDGE OF ALLEGIANCE: Lead: Claire Hatfield

ROLL CALL: Mallon, present; Hatfield, absent (present by phone); Lefebvre, present

Tina McCoy addressed Mayor Johnston to modify the Agenda to add a couple of items under the Treasurer's Report or New Business. One is on the replacement of street signs, and the other clarification of hours and salaries. Councilmember Lefebvre moved to add both items to the Treasurer's Report. Councilmember Mallon seconded the motion. Roll call: Mallon, aye; Hatfield, aye; Lefebvre, aye. Motion carried.

MINUTES: *Special Council Meeting:* September 28, 2011 – 5:00 p.m. – Councilmember Lefebvre moved to approve the 5:00 p.m. minutes of 9/28/11. Councilmember Mallon seconded the motion. Roll call: Mallon, aye; Hatfield, aye; Lefebvre, aye. Motion carried.
Regular Council Meeting: September 28, 2011 – 6:30 p.m. – Councilmember Mallon moved to approve the 6:30 p.m. minutes of September 28, 2011. Councilmember Lefebvre seconded the motion. Roll call: Mallon, aye; Hatfield, aye; Lefebvre, aye. Motion carried.

REPORTS:

Mayor: Olita Johnston

- Mayor Johnston called for motions to authorize her to sign the Espe and Weitman contracts. Councilmember Lefebvre moved to authorize Mayor Johnston to sign the Espe contract. Councilmember Mallon seconded the motion. Roll call: Mallon, aye; Hatfield, aye; Lefebvre, aye. Motion carried.

Contract Review: Espe - Councilmember Lefebvre moved to approve the signing of the Espe contract by Mayor Johnston. Councilmember Mallon seconded the motion. Roll call: Mallon, aye; Hatfield, aye; Lefebvre, aye. Motion carried.

Contract Review: Weitman - Councilmember Lefebvre moved to approve the signing of the Weitman contract by Mayor Johnston. Councilmember Mallon seconded the motion. Roll call: Mallon, aye; Hatfield, aye; Lefebvre, aye. Motion carried.

City Code of Hauser: There was discussion of changing the schedule of regular Council meetings to one meeting a month. Councilmember Lefebvre moved to have council meet once a month on the 2nd Wednesdays and amend an Ordinance to change the schedule accordingly. Councilmember Hatfield seconded the motion. Mayor Johnston said that Resolution 2010-02 needs to be amended to reflect the changes. Roll call: Mallon, aye; Hatfield, aye; Lefebvre, aye. Motion carried. Councilmember Lefebvre moved to suspend the rules to read the title three times and read the title once of Ordinance 171. Councilmember Mallon seconded the motion. Roll call: Mallon, aye; Hatfield, aye; Lefebvre, aye. Motion carried.

Councilmember Lefebvre moved to approve the Ordinance 171. Councilmember Mallon seconded the motion. Roll call: Mallon, aye; Hatfield, aye; Lefebvre, aye. Motion carried. Tina McCoy said she would amend the Resolution 2010-02 by making a new resolution reflecting payment dates. It will be ready for approval at the next City Council meeting scheduled for October 24, 2011.

Cindy Espe said Cheri Howell is working on the Madigan project and has asked that she be on the October 24, 2011 agenda or asked to have council set up a special meeting for the project.

TREASURER'S REPORT/DISBURSEMENTS: Tina McCoy

- **Treasurer's Report:** McCoy asked if there were questions on the Treasurer's Report. She auditor comments will be noted on the future Treasurer's Reports and explained some examples. There was some discussion.

Councilmember Lefebvre moved to approve the Treasurer's Report. Councilmember Mallon seconded the motion. Roll call: Mallon, aye; Hatfield, aye; Lefebvre, aye. Motion carried.

- **Disbursements:** McCoy added one payable in the amount of \$860.87 to McCoy. She said that since the City does not have any credit cards and we have to update software or buy code books, we have to use personal cards and submit for reimbursement. Auditors do not endorse the process. McCoy reviewed disbursement details and discussion followed. Espe explained the building and fire code books needed. Councilmember Lefebvre moved to pay the bills. Councilmember Hatfield seconded the motion. Roll call: Mallon, aye; Hatfield, aye; Lefebvre, aye. Motion carried.
- **Street Signs:** McCoy distributed a copy of February 2011 Local Highway Technical News regarding their article "All of the Signs". She pointed out that it requires five administrative steps to be completed by January 2012. The requirement to complete the change out the regulatory signs is stated to be January 2015, and the requirement to change out street-name signs is stated to be 2018. McCoy explained budgetary concerns and suggested processes with this project. Lengthy discussion ensued between McCoy and Councilmember Mallon including the life of these signs.
- **Contract Labor:** McCoy stated the one of the topics of discussion in the audit is the difference between contract labor and employees. There is a fine line now in the two groups. McCoy also said that in reducing your regular council meetings, you reduced the City Clerk hours and salary, so the more special meetings you have, you essentially cut her hours and pay, not the workload. Much discussion followed. McCoy said the budget needs to be revisited on this topic. Councilmember Lefebvre moved to not make a salary adjustment until we have revisited the topic. Councilmember Mallon seconded the motion. Roll call: Mallon, aye; Hatfield, aye; Lefebvre, aye. Motion carried.

Councilmember Lefebvre asked about a credit card for the City. He asked McCoy to research getting a credit card. The topic will be brought up at the next council meeting.

COUNCILMEMBERS:

• **Roger Lefebvre, Special Projects:**

- Councilmember Lefebvre reported on Phase I of the plan to build a Steering Committee to build an Access Management Plan.

• **Gary Mallon, Public Works:**

- Street signs have been ordered. Post Falls Hwy. District will install them.

Code Administration: Cindy Espe

- Espe asked if her monthly report was sufficient. Discussion followed.

PUBLIC COMMENTS:

None

COUNCIL COMMENTS:

None

ADJOURNMENT:

Councilmember Mallon moved to adjourn the meeting. Councilmember Lefebvre seconded the motion. The meeting adjourned at 7:43 p.m.

Donna Ray, City Clerk

Olita Johnston, Mayor

