

Downs City Council met in regular session on Tuesday, January 18, 2022, 5:30 p.m., at City Hall. Mayor Vienna Janis called the meeting to order and led in the flag salute. Council members present were John Cordill, Joyce Hake, Heather Hancock, Devin Renken, and Charlie Stevens. Others present were Harry Colburn, Miranda Robinson, and City Attorney Bruce Berkley.

Charlie moved to approve regular meeting minutes from January 3, 2022, Devin seconded. Motion carried.

Code Enforcement officer Harry Colburn reported that a case had gone to court last week and the property owner has until February 8 to clean his property up or pay the court costs and fine. Colburn will be sending out a couple letters this week to property owners concerning unregistered parked vehicles.

Animal Control officer Richard Judd reported that he had returned one dog to the owner this past week. He received a complaint from a citizen concerning their neighbor's dogs. These dogs are not registered with the city. One case went to court last week for unregistered dogs and the owner was ordered to pay the fines and fees which they did. Another case concerning unregistered dogs will receive a citation.

Harry Colburn went over the Annual Water Report with the council and the city is in compliance with the state. Colburn asked the council if he could contact Kingsbury Septic to come jet the sewers again this March. They have planned to jet different areas in town that haven't been done in many years.

Joyce moved to allow the City Superintendent to contact Kingsbury Septic for sewer jetting services to amount to no more than \$6,000, Heather seconded. Motion carried.

City Superintendent Harry Colburn provided a quote to the council concerning pool chemicals from Mid America (MARC) in the amount of \$11,902. The prices of chemicals have skyrocketed, but if ordered now we will be guaranteed to have them and delivery will not be until April along with payment.

Joyce moved to allow the City Superintendent to order pool chemicals as quoted from MARC, Charlie seconded. Motion passed.

Colburn reported that parts were needed for the street sweeper due to normal wear and tear. He was quoted around \$1,189 for rubber slats, ski plates, and clips for the broom segments. Joyce moved to allow the City Superintendent to purchase the street sweeper parts, Devin seconded. Motion carried.

The tires on the bucket truck also need to be replaced. Colburn got quotes from J & S Auto for \$163 a tire and Bob's for \$213 a tire. Colburn also mentioned he was looking for tires to replace the ones on the red truck.

Devin moved to approve the City Superintendent to purchase four new tires from J & S Auto for the bucket truck, Charlie second. Motion passed.

The City Clerk reported that she sent out W-2 and 1099's. The 2021 fourth quarter reports finished, and she has begun gathering audit items for the CPA. The City of McLouth has paid

and picked up the 10 Christmas wreaths. The last of the old decorations are spoken for and will be picked up next week. A bill was received for the safety deposit box which needs to have old employee's removed and new employees added to the signature card. Heather moved to delete old personnel and add new personnel to the signature card for the safety deposit box. John seconded. Motion carried.

It was discussed to have two persons check out the contents of the safety deposit box and list what items were in it for future reference. A letter was sent to a former employee concerning the purchase of his uniforms, no action was taken by that person. Council decided to move forward with a case at small claims court. City Attorney Bruce Berkley would begin the process for the city.

Council committees were reviewed as follows: Streets & Alley's - Devin Renken and Heather Hancock; Water and Sewer - Charlie Stevens and John Cordill; Park and Pool - Joyce Hake and Heather Hancock; Memorial Hall, Cemetery, and Ballfields - Devin Renken and John Cordill; Fire Department and Clinic - Charlie Stevens and John Cordill.

Mayor Janis appointed Jim Cary and Charlene Beougher to the Zoning Board of Appeals until May 2024. Mayor Janis appointed Linda Miller, Jamie Emerson, and Jim Cary to the Planning Commission until May 2024.

Joyce moved to approve the Mayor's appointments, seconded by Heather. Motion carried.

Mayor Janis appointed Sonja Miller to the Housing Authority Board until January 2026. Heather moved to approve the mayor's appointment, Devin seconded. Motion carried.

Joyce moved to approve Special Use Permit #22-01; 22-02; 22-03; 22-04, Charlie seconded. Motion carried.

Devin moved to approve Contractor's Lic #22-26 & #22-27; Charlie seconded. Motion carried.

At 6:37 p.m. Joyce moved to recess into executive session to discuss matters pertaining to non-elected personnel wages for 30 minutes, with the mayor, council, city superintendent and city attorney. Heather seconded. Carried.


Executive session started at 7:15 p.m. and ended at 7:35 p.m.

Joyce moved to give Miranda Robinson a 90 cent raise, Val Davis a 75 cent raise, Mike White a 95 cent raise, and Harry a \$2,500 raise for the year, retroactive to January 1, 2022, Devin second. Motion carried.

Heather moved to approve and pay all vouchers as presented, Devin second. Motion carried.

Joyce moved to adjourn the meeting, Devin second. Motion carried. Meeting ended at 7:40 p.m.


Vienna Janis, Mayor

ATTEST:

Miranda Robinson, City Clerk