

Council Meeting Minutes

March 21, 2016

The regularly scheduled meeting of the City Council of Audubon Park was held on Monday, March 21, 2016 at 3340 Robin Road, with the following present: Mayor Dorn Crawford and Councilors Darrell Shelton, Nancy Zinner, Laura Stevens, Tony Williams, Drew Perkins and Joanne Bader. Also present were Chief of Police Douglas Sweeney, City Attorney Steve Emery, bookkeeper Susan Gordinier, City Engineer Brad Derrick and City Clerk Janette Mercer.

Call to Order

Mayor Crawford called the meeting to order at 7:00 PM. He opened the floor for public comments.

Public Comments

Laura Kelty, 3242 Cross Bill Rd. – Ms. Kelty suggested that the board and staff reports not be read during the meetings since the Council receives those prior to the meetings. This should aid in getting the meetings shorter. Questions can still be presented at the meetings. The Mayor noted that this practice was already being adopted. Darrell Shelton wanted it understood that if there was important information needing to be communicated, that option still exists.

Attorney's Remarks

Mr. Emery noted that he was preparing the advertisement for the waste management contract. He reminded us that it should be published and mailed to the prospective contractors. He will put together a request for proposal packet that will include a bid form that the vendors can request or pick up from City Hall. Mr. Emery committed to having a draft to the Mayor by the end of the week. His next topic was the recodification of ordinances. The Mayor noted that the dead line was extended to June 2017.

The Mayor asked if the issue of the waste management contract could be moved up on the agenda, so that if there were questions the attorney would be available. Joanne Bader asked if there were legal issues that must be met for the waste management bid. Mr. Emery noted that the advertising for the bid must be published 7 to 21 days before bid opening. The bids must be sealed and can only be opened at the meeting. There were comments and discussions on the length of the contract. The Council decided that a two-year contract would be desirable, subject to budget appropriations.

Laura Stevens wanted the attorney to clarify when an ordinance is officially introduced. Mr. Emery noted that an ordinance is introduced, when there is a motion made for the ordinance to be enacted or ordained.

Financial Report

Mayor Crawford noted the monthly financial report already circulated, and opened the floor for questions. Darrell Shelton asked if each line item of the Budget to Actual report has a breakdown that expresses what has been charged to that line item. The bookkeeper answered that these details are available in QuickBooks files. Joanne Bader wanted to know if there is a projection on where the City stands against the budget. Mayor Crawford answered that the pace of both revenues and expenditures varies over the year, but the City appears to be in good shape overall. Joanne Bader made a motion to accept the financial report. Nancy Zinner seconded, and the motion passed unanimously.

Police Report

Chief Sweeney reviewed the police report. Mayor Crawford opened the floor for questions, and heard none. The police report is included as part of these minutes.

Forest Board Report

The Mayor noted the Forest Board report, and opened the floor for comments or questions. Darrell Shelton asked where the Mayor stands on hiring a Forester. The Mayor indicated it has been difficult to set terms with the person suggested for this position. He feels that we may need to consider one of the other principals for the position. Mr. Shelton noted that the Forest Board wants to meet with a sub-committee of the Council to finalize the Forest Code. The Forest Board report is included as part of these minutes.

Parks & Recreation Board Report

Mayor Crawford noted the Parks and Recreation Board report, and opened the floor for questions. Board chair Laura Jones reviewed general information about Light Up Audubon, and how food trucks, bouncy houses and other attractions will be positioned in the park. The Parks and Recreation board report is included as part of these minutes.

Unfinished Business

Mayor Crawford presented three sets of minutes for approval. Councilors offered some editorial corrections for the February 2nd minutes. Joanne Bader made a motion to approve the minutes with the noted corrections. Darrell Shelton seconded, and the motion passed unanimously. Mayor Crawford offered the February 8th minutes for approval. After some comments, Darrell Shelton moved to approve the minutes. Joanne Bader seconded, and the motion passed unanimously. The last set of minutes presented for approval was February 16th. Darrell Shelton made a motion to approve the minutes. Laura Stevens seconded, and the motion passed 5 in favor (Nancy Zinner abstained, having been absent from the meeting).

Laura Stevens reviewed the action item list, noting coverage in previous discussion.

The Mayor opened the floor for comments on the waste management contract.

Nicholas Kuprion owner of 908 Audubon Parkway apartments, wanted an update on the waste management surveys. Mr. Kuprion's property is a multi-family building and he wanted to be sure that his situation was being considered. His property tax bill has 8 charges for garbage collection. He states his apartments fill one can per week, and he would like an alternative for the multi-family buildings. The Councilors and the Mayor assured him the multi-family building issue has been discussed and will be part of the consideration when determining provisions of the contract.

Darrell Shelton reviewed the Fiscal Calendar, noting that several budget planning and development items should be further along. The Mayor agreed and noted that one item on the list that had to be addressed at this meeting was the insurance business tax rate. The Mayor asked the Council for consensus on the insurance tax to remain at the same rate as last year. The Council gave consensus for

the rate to remain at 9%. The Council and the Mayor were in agreement that the fiscal calendar in regards to the budget may be too ambitious.

Tony Williams wanted an update on the work to be completed on City Hall. Mayor Crawford noted that he has signed the contract for new windows. The windows on the front of the building are scheduled to be installed by the end of May. The Mayor reported that the project regarding the HVAC will be pushed to next fiscal year.

Mayor Crawford noted that he has a rough draft of the budget to provide the Council, emphasizing that the numbers are very tentative.

Darrell Shelton asked if the selection of the Councilors should be made at this meeting to assist with the Forest Code. Drew Perkins volunteered. Others remain to be named.

Nancy Zinner wanted to know if the enforcement officer has looked at the drainage problem on Cross Bill and what is going to be done to resolve this issue.

Closing Public Comments

Pete Becker, 3105 Chickadee – Mr. Becker asked if the discount period is not available for this year's property taxes, how long do the residents have to pay the bill. The Mayor replied 1 month.

Gil Zinner, 3315 Wren Road – Mr. Zinner noted that Darrell Shelton had attended the last Forest Board meeting and obtained a map or an overlay of Audubon Park. Mr. Shelton clarified that it shows property lines and rights of ways. Mr. Shelton would like to be sure that the information is accurate. Mr. Zinner asked if there could be copies passed out to all the members of the Board before the meeting to work on the Forest Code.

Laura Kelty, 3242 Cross Bill - Ms. Kelty expressed *disappointment* with the insurance tax rate not being lowered, and that the discount for early property taxes could be taken away. She doesn't agree with the choice of windows that has been selected, for City Hall; overall, she is disappointed with the choices the administration has made. She states the only value for her money is the police department.

Linda Bogner, 1140 Audubon Pkwy – Ms. Bogner expressed that her property assessment went up so the bottom line is Audubon Park is getting more money out of her checking account. She wasn't helped by tax rate going down. The Council and the Mayor tried to explain that all the City can control is the tax rate, to stay within 4% of the total tax revenue from year to year.

The Mayor and the Council expressed to the gallery that everything discussed in reference to taxes and waste management is not in stone, but only under preliminary discussion.

Laura Jones, 3118 Eagle Pass – Ms. Jones wanted to know the criteria used to select the vendor for City Hall windows. The Mayor offered to supply bid sheets for review.

Engineer Report

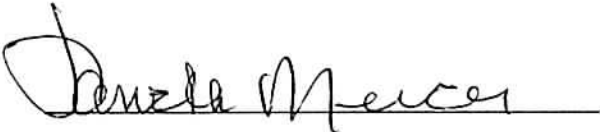
The Engineer arrived late and the Mayor opened the floor for questions. Joanne Bader asked what is being done about the problem at the corner of Audubon Pkwy and Eagle Pass. The Engineer replied that situation is being evaluated together with any other new issues arising since the last inventory of potholes was completed.

Tony Williams asked Mr. Derrick to elaborate on his discussions with MSD on drainage problems in Audubon Park. Mr. Derrick noted that there was a meeting with the local drainage supervisor for MSD, who indicated they are receptive to small community projects. The supervisor made specific recommendations on what needs to be completed in order to get on the list for MSD to include Audubon Park as one of the projects. There were several comments and questions about City drainage problems.

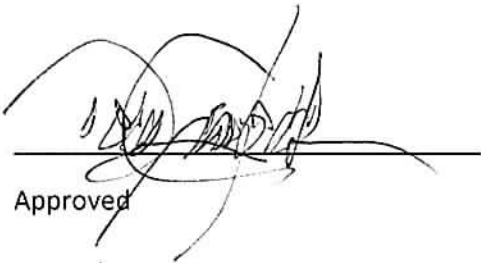
Nancy Zinner made a motion to adjourn. Drew Perkins seconded, and the motion passed unanimously.

The meeting adjourned at 9:30 PM.

The next meeting is scheduled for April 18, 2016.



Attested



Approved