

City of Overbrook
Overbrook City Hall
April 10, 2024 6:00pm

<p>A. Call to order, Roll Call</p>	<p>Mayor Jon Brady called the meeting to order at 6:04pm.</p> <p>Mayor Jon Brady - present Council Members: Carol Baughman – absent Cheryl Miller – present Kyle Maichel – present Hanna Smith –present Matt Craig – absent</p> <p>We have a quorum.</p> <p>Others present: Jim Koger City Clerk , Becky Coltrane Assistant City Clerk, Eric Carlson Police Chief</p>
<p>B. Not used</p>	
<p>C. Approval Agenda</p>	<p>I move to approve the agenda as presented. Cheryl, Hanna Passed 3-0</p>
<p>D. Consent Agenda</p>	<p>I move to approve the consent agenda as presented. Cheryl, Hanna Passed 3-0</p>
<p>E. Special Reports</p>	<p>E.1 Water Project, RWD#5 Contract update and Warranty discussion, Wastewater Project Update</p> <p>Received the signed contract with RWD#5</p> <p>We have some warranty items that we have sent off to Carstensen. Jon would like us to follow up with them.</p> <p>Wastewater – We are waiting on some grant updates, Keithen with Schwab Eaton is working on the details of that. Plan as of right now is to put the wetland straight east of the current Lagoons. We will continue to work with property owners to move forward with this.</p>

	<p>We are hoping for the 30% loan forgiveness. Looking at 1.7 million.</p> <p>Update on temperature sensors for the Wells. We received bids for 5 sensors connected to our alarm system, High Tide.</p> <p>I move we go forward with purchasing the temperature sensors. Kyle, Cheryl Passed 3-0</p> <p>Take the funds for payment out of water reserve.</p>
F. Public Comment	None
G. 1a Treasurers Report	<p>Jim presented the treasurers report. Looking good. Jon asked for all the information from rural development, and wanted to see if we could gather that information.</p> <p>I move to approve the treasurers report. Cheryl, Hanna Passed (3-0)</p>
G.2 Public Safety	<p>Tahoe replacement- Police Chief Carlson gave a report on replacing the Tahoe. He presented 3 options. Superior Emergency Response Vehicles (most expensive), EMC insurance will payout for the Tahoe. He included prices and handouts for the council. Reviewed how to adjust public safety budget.</p> <p>I move to purchase the two vehicles recommended with trade in of the Durango. Cheryl, Hanna Passed (3-0)</p> <p>I move to that we set up a lease purchase with KSB for the police vehicles. Kyle, Cheryl Passed (3-0)</p> <p>Health Insurance Renewal – Eric presented the options for the insurance for city employees. Bluecross Blue Sheild renewal is due in April. The employees have chosen a “base” plan that the city would cover. But would give the employee the option to upgrade their plan at the cost of the employee. With the option of an HSA. Discussion on not allowing employees to go down in plans.</p> <p>I move to offer the plan EPO gold (as circled on the paper) and to go up if employee chooses to or add a spouse if they choose to.</p>

	<p>Chery, Kyle Passed (3-0)</p>
G.3 Maintenance Department Action Items	<p>None</p> <p>Becky brought up the lake road that goes into the parking lot at Casey's. It is needed some maintenance. Who's job is it to take care of that road. Jon suggested we needed to contact Casey's to remind them of the road maintenance agreement.</p>
G.4 Administration Department	<p>JUS lease renewal- utility billing software, court software and back support software are up for renewal.</p> <p>I move to renew the 3 software subscriptions. Cheryl, Hanna Passed(3-0)</p> <p>G.4b I move to go into executive session for 15 min. @ 7:41pm Including city Clerk, assistant city clerk. Returning at return 7:57 Cheryl, Hanna Passed (3-0) Return at 7:57 No actions, no decisions were made.</p> <p>I move to increase salary by \$1/hour for Billing Clerk, and Assistant City Clerk for taking on additional responsibilities. Hanna, Kyle Passed (3-0)</p> <p>Discussion on raising City Clerks Salary for taking on additional work hours.</p> <p>I move to give City Clerk a \$2000 a year raise for taking on additional responsibilities. Hanna, Kyle Passed (3-0)</p>
G.5 Pool Action	<p>Pool updates- applications are coming in for lifeguards. Ann Fawl hired for manager position. Chemical training/Pool School for Chayt and Corey on May 7th.</p>
G.6 OPR Action	<p>This is the busy time of year. Fishing Derby, Ball Season, Summer Camp. See report.</p>
H. Unfinished Business	<p>New Fire Department building is going up. We are still trying to figure out how to purchase building. We need to follow up with</p>

	<p>what type of sewer connection they want and what size water meter they would like to have.</p> <p>Other unfinished business – April 20th is clean up day. Three dumpsters available, Shredding at city hall, tree limb pick up.</p> <p>Trail Culvert is now repaired, The rails to trails gave \$1000 to help cover the cost of \$6,000 total.</p>
<p>I. New Business</p>	<p>Take a look at the budget, we need to decide what we would like to do for roads and continued street repairs.</p> <p>Would like maintenance to get the millings put on the allys.</p> <p>Carol, Cheryl and Jon terms expire Jan. 2026</p> <p>We have not accommodated our streets for mail delivery. Overbrook was not originally set up for in town mail delivery. We need to look at creating shoulders. And need to sit down with the postmaster and discuss mailboxes, shoulders and maintenance.</p> <p>Trees that need to be trimmed. We need a plan. Especially on Cedar Street. We need to have a plan on if there is a tree in the road easement, who is responsible? We don't have a written plan.</p>
<p>J. Council Members Comments</p>	<p>Cheryl – would like to point out that we have a black goose with a red beak on the lake. Super cool.</p> <p>Hanna – Eric asked if she would join public safety committee. She said yes.</p> <p>Kyle – Thanks Jim for the tour of the old school. We have quite a building there and we need to make better use of it. We get a lot of things accomplished to the 80% mark and we need to reach the 100% mark. If everyone could come up with 1 little project per month and we could work on them together to get it done. Add to old business and new business every month.</p> <p>Jim – nothing</p> <p>Becky – Jim and I are doing well with Payroll, I would like to just say good job Jim</p>
<p>K. Mayor Comments</p>	<p>Thanks for all the work.</p>

L. Adjournment	I move we adjourn. Cheryl, Hanna Passed (3-0) Work Session Scheduled May 3 11:45
Respectfully Submitted Becky Coltrane Assistant City Clerk APPROVED May 8 th 2024	