

The Common Council of the City of Knox met in regular session at the Knox City Hall at 7:00 P.M. CST on Tuesday, October 22, 2013 with the following member present: Rick Chambers, Mayor; Greg Matt, Linda Berndt, Don Kring, Ronald Parker and Jeff Berg, Council Members; Deputy Clerk-Treasurer Shari Spaid; and City Attorney David Matsey.

There were no amendments to the agenda.

RE: APPROVAL OF MINUTES

Copies of the previous meetings minutes were mailed to the council members prior to meeting. Council Member Berndt made a motion to approve minutes as presented. Motion was second by Council Member Kring and was passed by a vote of Five (5) Ayes and No (0) Nays.

RE: WATER LINE EASEMENT - STARKE COUNTY JAIL

Mayor Chambers presented to the council an easement written up by City Attorney Matsey concerning water line for the Starke County Jail. The mayor stated that the county has not awarded the contract to anyone yet pending the signing of this easement. The easement was sent to the Estoks (owners of the property) to be signed. The owners of the property requested that the last line in paragraph 4 be deleted. Attorney Matsey informed the council that the county attorney Marty Lucas was going to talk to the Estoks to see what his concerns are regarding this line in the easement. After discussion was held Council Member Parker made a motion to delete the last line in paragraph . Motion died for lack of a second.

RE: RESOLUTION #897 - TRANSFER OF FUNDS

The deputy clerk-treasurer presented the following Resolution for transfer of funds to the council:

RESOLUTION #897
TRANSFER OF FUNDS

WHEREAS; the Clerk-Treasurer has advised the Common Council a transfer of funds is now required in the General, Riverboat Revenue, and CEDIT Fund for the payment of vouchers.

BE IT RESOLVED; by the Common Council of the City of Knox that the Clerk-Treasurer is hereby allowed and directed to make the following transfer of funds.

GENERAL FUND

Mayor's Office	23.01 from 101002334-Promotional Expense		
	23.01 to 101002335-Historical Society		
City Judge	2,358.00 from 101004115-Office Assistant		
	9.00 from 101004221-Office Supply		
	507.00 to 101004111-City Judge		
	760.00 to 101004112-Referee		
	1,100.00 to 101004113- Bailiff		
Police Department	27,354.65 from 101005118-Patrolman	Plan Commission	
	11.05 to 101005116-Patrolman	166.00 from 101008117-Bld Insp.	
	5,000.00 to 101005120-Overtime	166.00 to 101008119-Attorney	
	2,343.60 to 101005121-Patrolman		
	20,000.00 to 101005444-Squad Car		
Fire Department	1,000.00 from 101006336-Repair Equipment		
	500.00 from 101006337-Annual Pump Test		
	1,500.00 to 101006222-Gas, Oil, Tires		

RIVERBOAT REVENUE FUND

Riverboat Revenue	4.30 from 245001344-Repair & Maintenance
	4.30 to 245001406-Property

CEDIT

Cedit	10,000.00 from 330001407-Building Addition
	5,646.54 from 330001406-Building
	15,000.00 to 330001133-Unemployment
	646.54 to 330001337-Community Center

Council Member Matt made a motion to approve Resolution #897. Motion was second by Council Member Kring and was passed by a vote of Five (5) Ayes and No (0) Nays.

RE: MAYOR'S REPORT

Mayor Chambers passed around to the council some information regarding a snow thrower. He stated that the city is acquiring properties in town that need maintained in the winter. The street department cannot do them and also maintain the streets. The Model that we are looking at is being used at the school and they have not had any problems with it. Either the mayor, the street department or the person we hire to shovel sidewalks will be the ones to use it. The price of the model they are looking at is approximately \$27,767.00. The mayor will get with the clerk-treasurer for funding of the tractor. No action taken at this time.

RE: WASTEWATER TREATMENT PLANT CLOTHING POLICY

The mayor presented the following clothing policy to the council for their approval:

Water, wastewater and street departments currently get uniforms furnished by a contractor for the City of Knox.

The wastewater department is in a unique situation because of the conditions and the environment they work under.

Currently the 4 employees wear their uniforms to and from work. At the end of their shift, they are wearing a uniform home in their personal vehicle that might have been contaminated by just about anything. They are taking these uniforms into their homes, some of them around small children.

At least 2 of the wastewater employees wash their own uniforms at home because the freshly clean uniforms that are furnished by our supplier irritate them.

The City of Knox pays \$4,690 per year for this uniform service or about \$22.00 per person per week. This is not a line item in the budget, it is listed under general supplies.

The Superintendent has proposed a change of policy. The \$4690.00 is already in the budget for next year (2014). Kelly Clemons would like to stop the uniform service, purchase each of the 4 employees a years worth of uniforms, to include boots, (that are not furnished at this time) and 7 shirts, 7 pairs of pants, sweatshirts, light jacket, heavy jacket. Most of these items would be purchased locally with the safety (florescent) marking and a city of Knox emblem.

All uniforms would be approved by the waste water superintendent.

Kelly has priced these items and she states an initial purchase can be had for about \$600.00. Kelly would like for all current employees to be able to make this initial purchase and for any new employees upon hiring to be able to purchase \$600.00 worth of clothing.

After that first year employees would go through the superintendent and would be allowed to purchase uniforms as needed up to the amount of \$600.00 per year. For some items such as boots or jackets, the employee would turn in the bill to Kelly and with her authorization, the city would reimburse that employee as long as they had a receipt.

Along with that first years purchase Kelly would like to purchase a commercial grade washer and dryer at about a cost of \$1,800.00 for purchase and installation.

All employees could then, if they so desired, change their uniforms before they left work and put on clean cloths and leave their soiled uniforms right there at the plant to be washed. The employees would not have to wear soiled clothes in their personal vehicle, into public stores or around the public and their kids.

Kelly states that she would make these purchases for 2014 and stay within the budget of \$4,690.

Then for the following year the expense would be \$600.00 per person per year, or \$2,400.00

A reduction in that line item from \$4,690.00 to \$2,400.00 or \$2,290.00 per year.

After discussion was held the council approved the wastewater clothing allowance policy.

The mayor presented to the council for their information a breakdown of the city court revenues and expenses. Between the revenue that the city court brings and in the expenses we pay to run it shows that the city court costs the City of Knox approximately \$86,000.00. Discussion was held about charging the county a certain fee for dispatching and abolishing city court. No action taken

The mayor presented to the council from The Chamber of Commerce "a nominate a business of the year" if the city council would like to nominate a business.

First Source Bank is offering grants from \$1,000 to \$15,000 to non-profit organizations if the city wants to nominate someone to receive one of these grants. First Source Bank is offering these grants as a part of their 150th anniversary celebration.

RE: COUNCIL ITEMS

Council Member Kring asked to discuss policy on outdoor storage and displays. He stated that it has taken a long time for them to decide on policy. Attorney Matsey stated that he has 5 hours of working with Building Inspector Bruce Williams on this policy. There are a lot of problems that need to be worked out. Besides the members of the council that are on the plan commission there were other plan commission members present to state their concerns on the matter. After discussion was held a meeting has been set for Friday November 1 at 2:00 P.M. with Building Inspector Bruce Williams and Attorney Matsey that Council Member Kring would like to attend.

Council Member Berg said that a building was razed in Rochester downtown area. They used a material on the bricks on the neighboring building to make it look better (referring to the Main Street demolition). The mayor said the neighboring building is private property and the city has no control on what they do to the brick.

The following properly filed vouchers (See Voucher Docket Book, Voucher #17394-17439 inclusive) were presented and approved.

There being no further business to come before the council the meeting upon motion was duly adjourned.

Rick Chambers, Mayor

Attest:

Shari Spaid, Deputy Clerk-Treasurer