

**EUREKA CITY COUNCIL
WORK MEETING
DECEMBER 4, 2023 7:00 P.M.**

PLEDGE OF ALLEGIANCE

Mayor Dever opened the meeting and led everyone in the Pledge of Allegiance.

ROLL CALL

Mayor Chris Dever – Present
Council Member Greg Evans – Present
Council Member Travis Haynes – Present
Council Member Tom Nedreberg – Present via Zoom
Council Member Jeremy Snell – Present
Council Member Robert Trepanier – Absent
City Recorder Patricia Bigler – Present
City Attorney Melissa Mellor – Present via Zoom
City Maintenance Technician Darrin Carlson - Absent
City Maintenance Technician Joe Carpenter – Present

OTHERS IN ATTENDANCE

Shelly Stansfield

DISCUSSION ITEMS

Discussion on Income Survey and Decision for Project for CDBG Grant.
Mayor Dever asked if the Council could divide the 24 surveys up and get them delivered to the homes listed. He will call Shay to find out if we can get an extension. Recorder Bigler explained how the surveys work. Council Member Snell asked if this was something they could facilitate through the other office employee.

Discussion on Invoice Received from Eckles Paving for Beck Street.
Council Member Haynes didn't have the bid with him. They did a good job, but the work done was not exactly how we wanted it, but it was close. After they finished, they done another survey and said it was more square footage than what was on the bid. They tried to bill us for an additional amount of about \$12,000. He talked to the boss and said it was not the city's fault they measured the square footage wrong. We would only pay the amount on the bid. They got back with him today and said they will invoice us for the bid amount. Recorder Bigler informed the Council we received the invoice today and it was for the correct amount.

Discussion on Clothing Allowance for Employees
Mayor Dever thought it would be a good idea to give them an allowance considering some of the stuff they have to deal with. Council Member Haynes and Nedreberg also liked the idea. Mayor Dever asked Council Member Snell what the School District does. He said they give out a coat but that was it. Council Member Haynes felt we should give them a certain amount for clothing and let the employees decide what they want. Mayor Dever would like the Council to think about a dollar amount and be ready to discuss this as an action item at next week's meeting. Council

Member Evans felt the employee handbook should be updated with information just discussed on what clothing is needed for the job. Council Member Haynes said UCI sells clothing such as coats and bibs and they have a state contract.

Review of Job Description and Budget for Code Enforcement Officer.

Mayor Dever has a rough draft of the job description available. He would like the Council to review and discuss it as an action item for next week's meeting. He looked at six different municipalities and got the median amount for the wage. Council Member Snell asked if they would use their own vehicle or a city vehicle. Mayor Dever said he still needs to work on that detail. Council Member Snell said we need to be pretty blatant in their duties, so they know what to expect. Mayor Dever wants the Council to go over the job description and email him anything they want in it so he can get it included. He will have Recorder Bigler load it on the Drive.

Review of Content for Executive Reviews for all Employees

Mayor Dever would like to conduct the reviews before the holidays. He asked the Council to email or text him their thoughts on what questions he should include in the review.

Review of Water and Wastewater Regulations and appointing Employee's as the Direct Responsible Charge (DRC).

Council Member Evans said for water both Darrin and Joe will be appointed the DRC and for wastewater Joe will be the DRC. He will get the letter to the State tomorrow. Mayor Dever would like to see a lead person. Council Member Evans said the State doesn't require a lead person, but if we want to make a lead person internally, we can. Recorder Bigler mentioned Rural Water had wanted them to sign up for the back flow prevention administrator, but the class starts tomorrow, and it wouldn't let her sign Darrin up. The next class is in July.

Discussion on Wastewater Test Equipment.

Joe said they had met with Phil Harold with Rural Water last Thursday. He told them we do not need any of the test equipment. We just need to take wastewater samples every thirty days to be in compliance. The city has not had a sample taken since 2017. Concerning chlorination for the sewer plant Phil told them there are some bugs they can put in the first pond that may let them bypass the chlorination system. It could take a few months to work. Council Member Evans asked if the chlorinator was working. It is, but we are not going to chlorinate until we see how the ponds are doing. The samples will let us know if we need to chlorinate.

Discussion on Lease/Rent Adjustments and stipulations for City Properties.

Mayor Dever provided and explained a graph he presented to the Council. This can help with how we calculate the rent amount. This is only based on the square surface of the buildings and does not include parking lots or other outdoor spaces. Recorder Bigler supplied a building list that showed how much each city building was valued at. Council Member Snell asked if the city had any items in the Old City Hall. Recorder Bigler believes there is an old safe, a table and some bookcases in the back room. Mayor Dever asked Joe if him and Darrin could measure the square footage of the Old City Hall and Charlie D's for the next meeting. Council Member Snell said aside from what was just discussed we need to discuss the occupancy of the buildings. He feels this is the bigger issue. We need to be able to go in and say this is not okay, this needs to be cleaned up. This is our downtown and it shouldn't look like this. He doesn't want to discourage

businesses but this needs to be taken care of. Mayor Dever will discuss this with Charlie tomorrow. He wants to discuss this again at the Council Meeting so bring your thoughts and ideas.

Shelly Stansfield addressed the Council and said she would be happy to help deliver the surveys. Mayor Dever said he texted Shay and is waiting for a response.

Council Member Snell asked about the budget amendment. Recorder Bigler said we did not have the public hearing. Council Member Haynes explained there were some issues with the building and the price. He apologized about not making it to the public hearing. Mayor Dever said to table the amendment until next year and just cover it with a tarp and tires. Joe commented that possibly him and Darrin could put up the building and save the city some money,

ADJOURNMENT

Council Member Haynes made a motion to adjourn. Council Member Nedreberg seconded. All in favor meeting adjourned 7:47 pm.