

**December 21, 2010
Roanoke Town Council Minutes**

The Pledge of Allegiance was recited and the Roanoke Town Council convened on Tuesday, December 21, 2010 at 7:00 P.M. at the Town Hall in accordance with this Council's rules and applicable laws. Those present from the Council were President John Stoeckley, Vice President Troy Karshner, Councilman Nick Altman and Councilwoman Ann O'Briant. Councilman Brian Young was not present. Also present were Fire Chief Chad Taylor, Asst. Town Superintendent John Hitzemann and JoAnne Kirchner, Clerk/Treasurer.

Councilwoman O'Briant moved to approve the minutes of the December 7, 2010 regular meeting as written. Vice President Karshner seconded and the motion was approved unanimously.

Under citizen comments Ms. Lori Cole was present representing the Roanoke Place Trailer Park stating that she felt the Park was being billed incorrectly for utilities. Clerk/Treasurer JoAnne Kirchner had previously sent all requested documents, ordinances and more to the owners of the park. There was some discussion regarding the definition of Individual Dwelling Units (IDU's) and how they were to be applied. Also the size of the connection and the formulas of the separate utility ordinances as drafted by engineers and municipal consultants over many years were questioned. After discussion, JoAnne felt the bills were correct as her office manually changes the number of units every month. Vice President Karshner stated he would have municipal consultant Greg Guerrettaz call the following week and explain in layman's terms the formula for billing IDU's.

President Stoeckley next opened the two quotes for the Town Insurance bundle as follows: 1) Mettler Agency was \$30,102.00 and 2) IMG was \$27,118.00, copies on file in the Clerk/Treasurer's office. Mr. Mettler as the current agent offered to compare "apples to apples" and Councilwoman Ann O'Briant suggested that IMG be offered the same courtesy for the next regular Council meeting of January 4, 2011.

Fire Chief Brandon Taylor submitted the list of department officers and board of directors for the year 2011 for Council approval. Vice President

Karshner moved as such. Councilman Altman seconded and the motion was approved unanimously.

Chad asked that the Council approve advertising the bid specifications for the new fire vehicle. The Council agreed by consensus and JoAnne would draft wording for the departments approval.

Asst. Town Superintendent John Hitzemann gave the utility department report stating they had stockpiled sand and were maintaining the vehicles as needed. A full utility report may be obtained from the utility garage during normal business hours.

The Council next considered Ordinance 2010-8: Employee Salary Ordinance for 2011. After discussion Vice President Karshner moved to approve the Ordinance as had been discussed and written. Councilman Altman seconded and the motion was approved unanimously.

Next the Council considered Ordinance 2010-9: Elected Officials Salary Ordinance for 2011. After discussion, Vice President Karshner moved to approve the Ordinance as had been discussed and written. Councilman Altman seconded and the motion was approved unanimously.

Copies of both 2011 salary ordinances are available at the Clerk/Treasurer's office during normal business hours.

The Council next considered Resolution 2010-2: Annual Transfers of Appropriations. JoAnne discussed each transfer in depth and answered any questions. After discussion, Councilwoman O'Briant moved to approve the Resolution as written. Councilman Altman seconded and the motion was approved unanimously.

Next the Council considered Resolution 2010-3: Annual Encumberment of Appropriations. After discussion, Councilwoman O'Briant moved to approve the Resolution as written. Vice President Karshner seconded and the motion was approved unanimously.

Copies of both above Resolutions are available at the Clerk/Treasurer's office during normal business hours.

President Stoeckley next addressed the almost \$98,000 potential change order for the Posey Hill Project. Vice President Karshner stated the Council knew of a potential \$40,000 to \$50,000 increase several months ago which had been verbally approved with no written change order ever having been presented. For the contractor to present a final bill double that amount was unacceptable. JoAnne mentioned that anything over 20% of an accepted bid resulted in her office being “written up” by State Auditors due to no fault of her own. She felt the increase was ridiculous and demonstrated an extreme and careless lack of communication between the engineer and contractor. Superintendent Swain had been told up to a week before final bill presentation that the project was “in line” and his presence every day at the job site hopefully insured that promise. There was discussion regarding options i.e. only paying for the \$50,000 overage that had been previously discussed. President Stoeckley stated he would meet with project engineer Phil Hibbert and ask him to make sure all charge tickets were valid. The issue was tabled until the next regular Council meeting of January 4, 2011.

JoAnne reminded the Vice President Karshner and Councilman Elect Sands of their two options for a swearing in ceremony, either at the County Courthouse or just prior to the first Council meeting in 2011. She also reminded the Council that officers and liaison positions would need to be filled at that first meeting. President Stoeckley stated he would not accept a nomination for President.

Last on the agenda was the presentation of bills for payment. After review, Vice President Karshner moved to pay the bills as listed on the allowance of claims payable vouchers for \$117,880.24. Councilman Altman seconded and the motion was approved unanimously.

Councilman Altman then moved to adjourn the meeting. Councilwoman O’Briant seconded and the motion was duly adopted.

Respectfully submitted,

JoAnne Kirchner, Clerk/Treasurer

Council Approve:
