

**KILKENNY CITY COUNCIL
REGULAR MEETING
January 13, 2022**

There was a regular meeting of the Kilkenny City Council held in Council Chambers on January 13, 2022.

Council in attendance: Mayor Cameron Hankins, Council Members Terry Ferch, Bob Busta, Julie Balfe and Tammy Holicky by phone

Staff in attendance: Clerk Marissa Johnson and Librarian Janice Sellner

Persons in attendance: Sheriff's office Ryan Frederick, Michael Pavek and Jason Moran

1. **Call to Order:** Mayor Cameron Hankins called the meeting to order at 6:30 pm.
2. **Pledge of Allegiance:**
3. **Approval of Minutes:** Special Meeting held December 6, 2021. After adding Julie Balfe to Council attendance, Motion by Terry Ferch, second by Bob Busta to approve minutes as amended. Unanimous vote. Motion carried.
4. **Approval of Minutes:** Regular meeting held December 9, 2021. Motion by Bob Busta, seconded by Julie Balfe to approve the minutes as written. Unanimous vote. Motion carried.
5. **Approval of agenda.** Motion by Bob Busta, seconded by Terry Ferch to approve the agenda as written. Unanimous vote. Motion carried.
6. **Staff Announcements:** Received Divided check of \$2,861. Reminders of 3 Entity Fire Meeting on February 1, 2022 and Officials Meeting January 26, 2022. Council was invited to Montgomery's Award Banquet on January 29th, 2022 at 6:00.
7. **Presentations:**
 - A) **Sheriff Department:** Officer Ryan Fredrick noted the past month was very quiet with few calls. No new reports on the storage unit thefts.
 - B) **PeopleService:** Janice Sellner mentioned concern of contract not being fulfilled. Marissa Johnson will contact PeopleService and discuss the lack of quarterly reports.
8. **New Business:**
 - A) **Fire Department Elections:**
 - a) Chief Ryan Landrum: Motion by Terry Ferch, seconded by Bob Busta to approve Chief Ryan Landrum. Unanimous vote. Motion carried.
 - b) Assistant Chief Fire Ed Strobel: Motion by Terry Ferch, seconded by Bob Busta to approve Assistant Chief Fire Ed Strobel. Unanimous vote. Motion carried.
 - c) Assistant Chief Rescue Gene Mach: Motion by Bob Busta, seconded by Terry Ferch to approve Assistant Chief Rescue Gene Mach. Unanimous vote. Motion carried.
 - d) 1st Captain Pat Judd: Motion by Terry Ferch, seconded by Bob Busta to approve 1st Captain Pat Judd. Unanimous vote. Motion carried.

- e) 2nd Captain Cameron Hankins: Motion by Terry Ferch, seconded by Bob Busta to approve 2nd Captain Cameron Hankins. Unanimous vote. Motion carried.
- f) Fire Training Officer Grant Sargent: Motion by Terry Ferch, seconded by Bob Busta to approve Fire Training Officer Grant Sargent. Unanimous vote. Motion carried.
- g) Rescue Training Officer Tammy Holicky: Motion by Bob Busta, seconded by Terry Ferch to approve Rescue Training Officer Tammy Holicky. Unanimous vote. Motion Carried.

B) Annual Organizational Consent Agenda:

- a) Acting Mayor: Motion by Terry Ferch, seconded by Bob Busta to appoint Tammy Holicky as Acting Mayor. Unanimous vote. Motion carried.
- b) Depositories: Motion by Bob Busta, seconded by Terry Ferch to use the First National Bank of Le Center-Kilkenny branch as the City's depository and names to be authorized as signers on City accounts shall be the Mayor, Acting Mayor, Treasurer and Clerk with at least two signatures on checks. Unanimous vote. Motion carried.
- c) Newspaper: Motion by Terry Ferch, seconded by Bob Busta to use Lake Enterprise (formerly Lake Region Life) as the City's newspaper. Unanimous vote. Motion carried.
- d) Engineer: Motion by Bob Busta, seconded by Terry Ferch to use Bolton and Menk as the City's engineer. Unanimous vote. Motion carried.
- e) Weed and Blight Inspector: Motion by Terry Ferch, seconded by Bob Busta to appoint Cameron Hankins as the weed and blight inspector for the City of Kilkenny. Unanimous vote. Motion carried.
- f) Council Meetings: Motion by Terry Ferch, seconded by Bob Busta to hold regular council meetings on the second Thursday of each month at 6:30 pm. Unanimous vote. Motion carried.
- g) City Attorney: Motion by Bob Busta, seconded by Terry Ferch to retain Jason Moran with Christian, Keogh, Moran and King as the City's attorney. Unanimous vote. Motion carried.
- h) Building/Zoning Permits Contact: Motion by Terry Ferch, seconded by Bob Busta to appoint Cameron Hankins as the building/zoning permits contact person. Unanimous vote. Motion carried.
- i) Water Meter Reader: Motion by Bob Busta, seconded by Terry Ferch to use PeopleService for water meter readers. Unanimous vote. Motion carried.

C) North Lift Station: Electrician Dave Volckman replaced pump 2 breaker on Thursday January 13, 2022. Dave noted in the future when pump 2 fails, Dave will need to open panel to reset it.

D) General Records Retention Schedule, refer to insert in council packet: Marissa Johnson mailed in PR-1 form to adopt the General Records Retention Schedule to help maintain and preserve Kilkenny history.

9. Unfinished Business:

A) Road Signs: Quotes due by Spring 2022. Janice Sellner spoke with Mark Pittman and will bring multiple options and prices for the Council to decide.

B) M&W Blacktopping: To be finished in Spring 2022.

C) Turf Tech: City Council will pre-pay for services at the city lot and at the park. Motion by Terry Ferch, second by Bob Busta to cancel service at the horseshoe pits.

10. Approval of Disbursements. Motion by Terry Ferch, seconded by Bob Busta to approve the City's disbursements and January expenditures. Unanimous vote. Motion carried.

- 11. Imprest Cash Fund:** The Imprest cash fund does not need to be paid back this month.
- 12. Citizen Time:** Michael Pavek suggested the city secures the park garbage bin so it does not tip over and result in trash littering the area and other residents property. Mr. Pavek also mentioned safety concerns involving a resident misusing a fire hydrant. Mayor Cameron Hankins will communicate with homeowner and resolve issue. Attorney Jason Moran noted Fridays winter weather advisory with plowable snow accumulations and the Sheriffs Office should ticket vehicles left in the street.
- 13. Council Discussion:** City Clerk, Marissa Johnson, spoke with Council members to start a new routine of meeting packet pick-up. Council Members can pick-up their packets the Tuesday before Thursday meeting at the city office between 4/4:30 pm.
- 14. Adjourn.** Motion by Terry Ferch, seconded by Bob Busta to adjourn the meeting at 7:15 pm. Unanimous vote. Motion carried.

Mayor, Cameron Hankins

Marissa Johnson, City Clerk