



October 4, 2021

### Town of Chandler Council Meeting Minutes

The Chandler Town Council meeting was called to order October 4, 2021, at the Chandler Town Hall, 401 E. Lincoln Ave. at 6:00 p.m.

**Roll call: Present** - Cheryl Amos, Kim Burnett, Sandy Elder, Tonya Wester, Ron Whitledge

**Absent** -

### Pledge of Allegiance

**Minutes:** Motion was made by Kim Burnett to approve the September 20, 2021, regular and September 20, 2021 executive minutes, second by Cheryl Amos. **Roll call:** Cheryl Amos yes, Kim Burnett yes, Sandy Elder yes, Tonya Wester yes, Ron Whitledge yes. Motion carried.

**2022 Budget Hearing:** Tonya suspended the regular meeting and opened the public hearing for the 2022 budget. Brian summarized the main points provided by Baker Tilly at the last meeting. We fixed 2 issues discussed at the last budget. We originally projected cash reserves in the general fund to go below 1% and they recommended avoiding transferring money from EDIT to the general fund and budget directly from EDIT instead. This year and in 2022 all funds are project to have cash reserves of 15% or larger. To avoid the transfer, we've moved the budget for 3 full time officers to the EDIT fund. We are expecting to receive a new Public Safety Local Income Tax and we've budgeted 50% of it for the police department, including a budget for a 9<sup>th</sup> full time officer, and 50% for the fire department. If the town hires a 9<sup>th</sup> officer, the EDIT fund is expected to permanently increase spending to \$329,600 from the original transfer amount of \$235,000. This could affect capital purchases, so Baker Tilly has recommended that we determine capital purchases for the next 3-5 years. Tonya invited public comment, but we didn't receive any. Tonya closed the public hearing and resumed the regular meeting.

**Town Attorney:** Josh presented Resolution 2021-12, which approves the purchase and sale agreement of the driveway to the neighboring property owners. Josh explained the neighboring property owners could potentially argue adverse possession since they've used the property as a driveway for years and the property has little commercial value, so to keep town costs low we've agreed to sell it for \$10. Motion was made by Ron Whitledge to approve Resolution 2021-12, second by Cheryl Amos. **Roll call:** Cheryl Amos yes, Kim Burnett yes, Sandy Elder yes, Tonya Wester yes, Ron Whitledge yes. Motion carried.

Josh provided an update on the former Fisher Bros Lumber Yard property at 333 W Lincoln Ave. We didn't receive any Request for Proposals within the 60-day period after our advertisement, so the town is free to renegotiate at a different price. Keller Development and Aigner Construction are interested still, but not at the appraised value. Tonya suggested using some of the land for the fire department since they may now be able to afford a new building with the new PS LIT tax.

Schuble provided a report to the council describing the fire department's needs. They already have studies done and plan to reuse them. They are looking at a larger meeting room, more bathrooms, and other additions. Ron suggested tabling the discussion of details till we can get engineers to take a look. Rob said they might recommend architects instead, but he can get with our engineers at BLN to review it.

Josh explained that with the 2020 Census, the town will have to redraw districts so that they have approximately the same population. Normally we would need to submit new districts or recertify the current districts by November 8, 2022. We have an election year in the same year as the deadline, so we are allowed to submit new districts by November 8, 2021, but we may have to redraw the districts in 2022 if the county changes their precincts. Tonya suggested leaving it this year and redraw next year, so we can do it once. The council agreed.

**Police Chief:** Report emailed.

**Fire Chief:** Report emailed. Spencer submitted a quote for a new vehicle and asked for it to be paid with ARPA funds. The vehicle quote is \$41,348 and the additional equipment will bring it to \$54,320.02. Ron asked if this equipment is comparable to other fire departments and if the quote is guaranteed and Spencer explained that it's identical to Boonville's and the dealership will guarantee the price till the expected delivery in the spring if we submit a letter of intent and he will ask the other 2 businesses. Brian explained that there's \$60,000 in the fire department's budget in the new PS LIT fund in 2022 that can cover the cost if it's determined not to be ARPA eligible. Motion was made by Kim Burnett to purchase the truck for \$54,320.02, second by Ron Whitledge. **Roll call:** Cheryl Amos yes, Kim Burnett yes, Sandy Elder yes, Tonya Wester yes, Ron Whitledge yes. Motion carried. Tonya asked Spence to get the letter of intent from the clerk treasurer tomorrow.

**Director of Public Services:** Report emailed. Rob presented Change Order #3 for \$48,248.97 for the Downtown Waterline Replacement project for additional milling and surfacing. Ron stated that he's upset with the additional costs and expected paving to be included. Rob explained that we have to make changes as we go since we don't have the original design documents and paving wasn't in the original contract, but the changes orders represent a less than 1% increase in the original bid. Tonya added that we were applying for grants to cover the paving costs, but didn't we didn't receive any. Rob also explained that after this project, most of our roads will be in very good condition and we'll be able reduce our paving work next year. Motion was made by Cheryl Amos to accept Change Order #3, second by Sandy Elder. **Roll call:** Cheryl Amos yes, Kim Burnett yes, Sandy Elder yes, Tonya Wester yes, Ron Whitledge present. Motion carried.

Rob presented Pay Order #12 for the Downtown Waterline Replacement project to Ragle in the net amount of \$1,066,855.46. Motion was made by Ron Whitledge to accept Pay Order #12, second by Cheryl Amos. **Roll call:** Cheryl Amos yes, Kim Burnett yes, Sandy Elder yes, Tonya Wester yes, Ron Whitledge yes. Motion carried.

**Utility Administrator:** Report emailed.

**Environmental Manager:** Report emailed.

**Clerk Treasurer:** Report emailed. Brian presented Resolution 2021-13 which establishes a new fund to receive the PS LIT taxes. Motion was made by Ron Whitledge to approve Resolution 2021-13, second by



Cheryl Amos. **Roll call:** Cheryl Amos yes, Kim Burnett yes, Sandy Elder yes, Tonya Wester yes, Ron Whitledge yes. Motion carried.

Brian presented Resolution 2021-13 which establishes a new fund to receive the proceeds of the sale of 510 N State St for the fire department's future capital needs. Motion was made by Kim Burnett to approve Resolution 2021-14, second by Sandy Elder. **Roll call:** Cheryl Amos yes, Kim Burnett yes, Sandy Elder yes, Tonya Wester yes, Ron Whitledge yes. Motion carried.

Brian sent the current capital asset ledger to the council for review and explained that he will separate the list by department and work with department head to finalize it. He provided an update on ARPA reporting requirements and explained that the first report dues have been moved to spring in 2022. He also explained to the council that the state is updating their fund numbering system and will have a quote by next meeting.

**New Business:** Tonya explained that Bob presented a copy of the county's retirement insurance and asked the town to consider something similar. The county pays for a portion of the premium, depending on how many years of service, with a minimum opt in age, and a maximum age till individuals qualify for Medicare. Tonya asked Brian to work with Baker Tilly to see how it would fit in our budget.

**Old Business:** Christ Apostolic Church asked for free rental of the Community Center to host a meal after a funeral service. Tonya believes this could set a precedent and we should look at establishing a set of rules. The council discussed reduced rates for funeral meals, restricting it to local churches, and maybe reduced rates for employees as a new benefit. Kim suggested still charging for a security deposit. Ron suggested considering on a case-by-case basis since these requests are infrequent. Motion was made by Cheryl Amos to waive rent but still receive a security deposit, second by Ron Whitledge. **Roll call:** Cheryl Amos yes, Kim Burnett abstain, Sandy Elder yes, Tonya Wester yes, Ron Whitledge yes. Motion carried.

**Claims:** Ron Whitledge made a motion to approve claims as presented in the amount of \$302,930.43, second by Cheryl Amos. **Roll call:** Cheryl Amos yes, Kim Burnett yes, Sandy Elder yes, Tonya Wester yes, Ron Whitledge yes. Motion carried.

Motion was made by Tonya Wester to recess the meeting, second by Cheryl Amos. **Roll call:** Cheryl Amos yes, Kim Burnett yes, Sandy Elder yes, Tonya Wester yes, Ron Whitledge yes. Motion carried.



Tonya Wester, Council President



Brian Pace, Clerk Treasurer