

**CITY OF BELLE PLAINE
CITY HALL
401 N. MERCHANT**

SPECIAL COUNCIL MEETING MINUTES

CALL TO ORDER

Mayor, Ray La Boeuf called the Special Council Meeting for the City of Belle Plaine, Kansas, to order, on Wednesday, December 28, 2011 at 6:00PM.

COUNCIL ATTENDANCE

Members Present

**Ray La Boeuf Mark Lowry
Vicki Borboa Lynn Davis
Doug Zimmerman Dave Armstrong**

A quorum was present

Staff Present

Katherine Terry-City Clerk, Quinnda McMullen-Court Clerk, and Bill Rotz-EMS Director

Community Center

An update was given by Mayor La Boeuf on the Presbyterian Church. The Presbytery was very pleased with the letter from the city and would like a bid by January 20th. La Boeuf was told the building appraised for over \$80,000. Mayor La Boeuf would like to have a meeting in the church so the public can look and discuss an offer. Discussion was held on what needed to be done before an offer could be made.

MOTION: Lowry made a motion to allow Clerk Terry to call an inspector to inspect the Presbyterian Church. Zimmerman seconded.

**VOTING YEA: Lowry, Zimmerman, Borboa, Davis VOTING NAY: Armstrong
MOTION CARRIED.**

Financial Information

Discussion was held on items needed for departments.

Department Head Purchasing Requests

Discussion was held on department head purchasing requests.

MOTION: Zimmerman made a motion to approve P O #4993 to Ultra Modern Pool in the amount of \$1,489.86 for paint and chemicals. Armstrong seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED

MOTION: Lowry made a motion to approve P O #4994 to ARC Electric in the amount of \$1,350.00 for lighting for the men's and women's bathroom at the swimming pool. Zimmerman seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED

MOTION: Zimmerman made a motion to approve P O #4995 to Stack Chairs for Less in the amount of \$493.59 for chairs in the meeting room. Armstrong seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED

Councilman Davis left the meeting at 7:30pm.

MOTION: Borboa made a motion to approve P O #4996 to SKT in the amount of \$700.00 for 2 wireless headsets for the city office pending the Clerk's trial and approval. Lowry seconded.

Discussion followed.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED

Discussion was held on purchasing new monitors for the city office and it was a consensus it was a good idea.

MOTION: Zimmerman made a motion to approve P O #4997 to A. C. T. in the amount of \$2,489.94 for 3 HP Notebooks, MS Office Software, setup and handling. Borboa seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED

MOTION: Borboa made a motion to approve P O #4998 to Enterpol/Huber & Assoc. in the amount of \$600.00 for software needed for the new police computers. Zimmerman seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED

MOTION: Armstrong made a motion to approve P O #4999 to A. C. T. in the amount of \$683.99 for a computer and software for maintenance. Zimmerman seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED

Discussion was held on purchases needed for the maintenance department.

MOTION: Armstrong made a motion to approve P O #5000 to HD Supply Waterworks not to exceed \$9,902.00 for Sensus radio read upgrade. Zimmerman seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED

MOTION: Zimmerman made a motion to approve P O #5002 to HD Supply Waterworks in the amount of \$4,625.00 for 37 new water meters. Armstrong seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED

Discussion was held on safety equipment needed for the maintenance department. A list of items needed was discussed.

MOTION: Borboa made a motion to purchase required safety equipment from the 2011 budget, the amount to be determined pending research into costs and specific equipment needed. Lowry seconded.

Discussion followed.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED

Discussion was held on possible transfers after 2011 is closed and the audit complete.

MOTION: Armstrong made a motion to approve transfers to the reserve funds in amounts to be decided later if it is determined there is cash and budget available after the 2011 audit. Lowry seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED

Executive Session – Employee Evaluations

MOTION: Lowry made a motion to go into executive session at 9:58 for 30 minutes in the city clerk's office, to discuss non-elected personnel – employee evaluations and raises. Armstrong seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED

The regular meeting resumed at 10:31p.m.

MOTION: Zimmerman made a motion to go into executive session at 10:32 for 45 minutes in the city clerk's office, to discuss non-elected personnel – employee evaluations and raises. Armstrong seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED

The regular meeting resumed at 11:20p.m.

MOTION: Lowry made a motion to go into executive session at 11:22 for 20 minutes in the city clerk's office, to discuss non-elected personnel – employee evaluations and raises. Borboa seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED

The regular meeting resumed at 11:50p.m.

MOTION: Zimmerman made a motion to adjourn the council meeting. Armstrong seconded. The motion carried unanimously and meeting adjourned at 11:51p.m.

Respectfully Submitted,

Katherine Terry, City Clerk