

**MINUTES-REGULAR MEETING
MAIZE CITY COUNCIL
Monday, March 17, 2014**

The Maize City Council met in a regular meeting at 7:00 p.m., Monday, **March 17, 2014** in the Maize City Hall, 10100 Grady Avenue, with **Mayor Clair Donnelly** presiding. Council members present were, **Donna Clasen, Karen Fitzmier, Pat Stivers, Alex McCreath** and **Kevin Reid**.

Also present were: **Richard LaMunyon**, City Administrator, **Rebecca Bouska**, Deputy City Administrator, **Jocelyn Reid**, City Clerk, **Matt Jensby**, Police Chief, **Ron Smothers**, Public Works Director, **Bill McKinley**, City Engineer, **Kim Edgington**, Planning Administrator, and **Tom Powell**, City Attorney.

APPROVAL OF AGENDA:

The Agenda was submitted for Council approval.

MOTION: **Clasen** moved to approve the Agenda as submitted.
Stivers seconded. Motion declared carried.

CONSENT AGENDA:

The Consent Agenda was submitted for approval including the Council Meeting Minutes of February 17 and February 24, 2014, the Park & Tree Board minutes of February 11, 2014 for receipt and file, the Planning Commission minutes of February 7, 2014 for receipt and file, Cash Disbursement Report from February 1, 2014 through February 28, 2014 in the amount of \$491,307.31 (Check #57718 through #57861) ; approval of Halstead Bank as the City's Official Depository effective May 1, 2014.

MOTION: **Clasen** moved to approve the Consent Agenda as submitted.
McCreath seconded. Motion declared carried.

RECESS OF THE REGULAR COUNCIL MEETING:

Mayor Donnelly recessed the regular council meeting at 7:05 p.m.

PUBLIC BUILDING COMMISSION MEETING:

The Maize Public Building Commission (MPBC) annual meeting was called to order at 7:05 p.m. Members present were: **Clair Donnelly**, Chairman, **Kevin Reid, Alex McCreath, Donna Clasen, Pat Stivers, Marv Fisher and Karen Fitzmier**. **Andy Schlapp** was absent.

APPROVAL OF MINUTES:

The minutes from the MPBC meeting of March 18, 2013 were submitted for approval.

MOTION: **Fisher** moved to approve the minutes of the March 18, 2013 MPBC meeting.
Fitzmier seconded. Motion declared carried.

2013 ANNUAL FINANCIAL REPORT:

The MPBC Summary Financial Information for January 1, 2005 through December 31, 2013 was submitted for receipt and file.

MOTION: **Fitzmier** moved to receive and file the Maize Public Building Commission Summary Financial Information for January 1, 2005 through December 31, 2013.
Stivers seconded. Motion declared carried.

ADJOURNMENT:

With no further business before the Commission,

MOTION: **Clasen** moved to adjourn.
McCreath seconded. Motion declared carried.

Mayor Donnelly reconvened the regular Council meeting at 7:20 p.m.

2013 INDEPENDENT AUDITOR'S REPORT:

Randy Ford, with Busby, Ford & Reimer, LLC presented the 2013 Audit Report to the Council.

MOTION: *Clasen* moved to receive and file the 2013 Independent Auditor's Report.
Stivers seconded. Motion declared carried.

CARRIAGE CROSSING 2nd ADDITION RE-PLAT

The re-plat of Carriage Crossing 2nd Addition was submitted for Council approval.

MOTION: *Clasen* moved to accept the Carriage Crossing 2nd Addition final plat with the addition of green space equal to the size of one average lot for recreational use.
Reid seconded. Motion declared carried.

CARRIAGE CROSSING HOME RULE ORDINANCE:

A home rule ordinance approving a housing incentive grant plan for the next phase of the Carriage Crossing development was submitted for Council approval.

MOTION: *Clasen* moved to approve the Home Rule Ordinance for the Carriage Crossing Development.
Reid seconded. Motion declared carried.

City Clerk assigned Ordinance #872.

PERSONNEL POLICY MANUAL AMENDMENT AND JOB DESCRIPTIONS APPROVAL:

Amendments to the Personnel Policy, revisions to the Executive Assistant job description and a job description for part-time Cemetery Worker were submitted for Council approval.

MOTION: *Clasen* moved to adopt the Personnel Policy as recommended.
Fitzmier seconded. Motion declared carried.

AT&T (CINGULAR) TOWER AGREEMENT:

An agreement with New Cingular Wireless PCS, LLC to lease space on the water tower for cell antennas was submitted for Council approval.

MOTION: *Clasen* moved to approve the New Cingular Wireless Lease Agreement and authorize the Mayor to sign.
McCreath seconded. Motion declared carried.

ADJOURNMENT:

With no further business before the Council,

MOTION: *Stivers* moved to adjourn.
McCreath seconded. Motion declared carried.
Meeting adjourned.

Respectfully submitted by: _____
Jocelyn Reid, City Clerk