

Truman Council Minutes

The Special Meeting was duly held at the Municipal Building and by electronic means remotely via Zoom on the 9th day of March 2021 at 5:30 o'clock P.M.

Present: Mayor Terry Bentele, Councilor Patty Truax, Councilor Jake Ebert, Councilor Brandon Mosloski, and Councilor Brian Nickerson.

Staff present: Deputy Clerk Thea Boesch, City Clerk/Treasurer Amy Huber, Utility Foreman Brent Brown, Police Chief Justin Jobe.

Also present: Pat Jones, Andrew Kieffer

Mayor Terry Bentele presided over the meeting, opening with the Pledge of Allegiance.

Splashpad Agreement Discussion

Discussion was held on the splashpad agreement and obtaining the permit to begin the project. Councilor Brian Nickerson and Mayor Terry Bentele and several staff members met with Greg Mitchell from Bolton & Menk to discuss the splashpad project. Greg has tried to contact Steve Klemm from the State Dept. of Health to see what requirements need to be met to get the permit to begin this project. The specs provided by My Splashpad may not be detailed enough for approval and could cause delays in getting permit, which will be an issue if we sign the agreement and are not prepared for installation in April. Bolton & Menk can draw up more detailed specs and get some bids from some companies for comparison. **A motion was made by Councilor Jake Ebert, seconded by Councilor Brian Nickerson, and motion carried to have Bolton & Menk design the splashpad specs and get bids.**

Campground Project

The campground project was also discussed with Greg Mitchell as a permit is going to have to be applied for, and the engineer is going to have to review the project. Councilor Brian Nickerson is going to get the current specs delivered to Greg to review, as well as the plumbing plan from Watson's. Supplies can be purchased, and the project can be worked on in phases, and Bolton & Menk can assist us in applying for DNR grants. **A motion was made by Councilor Brandon Mosloski, seconded by Councilor Patty Truax, and motion carried to approve getting a plan drawn up by Bolton & Menk to move forward with getting the required permit.**

Utility Billing Specialist/Deputy Clerk Job Description:

The city council reviewed the job description for Judi's position provided to us from the union, as well as a list of job duties that Judi performed. A generic job description was also given to the council for a Utility Billing Specialist/Deputy Clerk position. Utility Billing Specialist/Deputy Clerk Thea Boesch will condense the job descriptions and list the job duties into one job description and present at the next meeting for approval.

Review Utility Foreman's Job Description

A list of additional job duties was provided to council, along with the proposed 12% wage increase and additional one week of vacation. Some of the additional duties include: Create positive work culture, training employees, rate reviews, billing audits, identifying rate errors, water/wastewater reporting, and work on projects as assigned by city council. These additional duties will need to be put into an MOU to be approved at the next council meeting. After 6 months we can review to ensure everything is still going in the direction the city council envisions. Andrew Kieffer will provide us the MOU for the upcoming meeting for approval.

Mayor Terry Bentele entertained a motion to adjourn the meeting. **Motion made by Councilor Brandon Mosloski, seconded by Councilor Jake Ebert, and motion carried to adjourn the meeting at 6:30 P.M.**

Thea Boesch, Deputy Clerk