

PROPOSED
CITY OF WAYLAND
COUNCIL PROCEEDINGS
Monday, December 1, 2008

Mayor Bala opened the meeting at 7:00 p.m.

PLEDGE OF ALLEGIANCE:

Finance Director Don Black led the Pledge of Allegiance.

ROLL CALL:

Present: Mayor Bala, Council Members Jeff Hudson, Sheryl Hamilton, Bruce Patrick, Ron Kobish, Jennifer Antel, Greg Maichele and Student Representative Stephanie Olmsted

Also Present: City Manager Deb Nier, City Clerk Michelle Herman, Finance Director Bhama Cairns, and Director of City Services Pierre Brazeau, Police Chief Dan Miller, Diane Smith, Don Black, Char Weick, Larry Scheidel, Monte Listopad, Mike Salisbury, and Clare Vilenski.

APPROVAL OF MINUTES:

A motion was made by Council Member Maichele to approve the minutes of the November 17, 2008 Council Meeting with one revision. Council Member Kobish seconded the motion.

All Yes. Motion Passed.

CITIZENS APPEARING BEFORE THE COUNCIL:

COMMUNICATIONS:

Student Representative Stephanie Olmsted reported the activities at the Wayland High School.

COMMITTEE MINUTES:

Minutes of the Planning Commission Meeting of October 14, 2008 were acknowledged for file.
Minutes of the DDA Meeting of October 16, 2008 were acknowledged for file.

BILLS AND ACCOUNTS:

Motion was made by Council Member Hamilton to approve the bills and accounts as presented. Council Member Patrick seconded the motion.

Council Member Hamilton asked about the invoice from Mieras Industrial Shoe in the amount of \$2,100.00. Director of City Services Pierre Brazeau explained each DPW employee receives an allowance for work boots 2 times per year up to \$300.00 each. Any expenditure over this amount is the employee's responsibility.

All Yes. Motion Passed.

OLD BUSINESS:

a) Holiday Garland

Motion was made by Council Member Antel to approve a one- time purchase of holiday garland with reimbursement from the DDA for the total cost of \$1,744.00. Council Member Hudson seconded the motion.

After a brief discussion, Council Member Patrick indicated this is a DDA expense that has been budgeted for. Council Member Kobish also agreed with this statement.

All Yes. Motion Carried.

NEW BUSINESS:

A) Fiscal Year 2007-2008 Audit Report – For Year Ending June 20, 2008.

Daniel Veldhuizen, CPA of Siegfried Crandall, was present to review the annual audit report. Mr. Veldhuizen expressed his appreciation of the good relationship with the City of Wayland and reported the City is in the best shape he has ever seen it. Mr. Veldhuizen reviewed each category of the audit summary, noting one deficiency that results in more than a remote likelihood that a material misstatement of the financial statement will not be prevented or detected by the entity's internal control.

B) City Manager/Interim Manager.

Council Member Hamilton made a motion accept the recommendation of the search committee, to hire Terry Hofmeyer to serve as Interim City Manager. Council Member Maichele seconded the motion.

Discussion:

Council Member Hudson asked the question to confirm work schedule of four day per week, with Wednesday's off at a rate of \$1,100.00 per week.

Mr. Hofmeyer will be assisting with the process to obtain a new Manager with a target date of March 1, 2009.

All Yes. Motion Passed.

C) Pay Request No. 3 to Caledonia Excavating.

Council Member Antel made a motion to process payment number three to Caledonia Excavating in the amended amount of \$165,511.41. Council Member Maichele seconded the motion.

Discussion resulted in the reduction of the pay request by \$10,000 in addition to the \$2,500 hold back already set aside, pending engineering review of the north end of the Forrest Street project.

All Yes. Motion Passed.

D) Request from DDA to Amend Budget & Request us of Office Space.

Discussion: Re-open the budget due to contractual employment agreement vs. a City Employee per the original budget provision for the DDA Director.

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Council Member Antel stated she firmly believes a full-time employee is the best road to follow for the DDA Director's position. Antel pointed out the Council has yet to see a resume from the point person the firm selected to perform DDA functions. Antel also inquired if and when the point person had been interviewed?

Council Member Patrick agreed with Council Member Antel. Patrick also mentioned perhaps a Director from another City be invited in to explain the true purpose of the DDA Director's functions. The Council requested and budgeted for a full-time City Employee in the May budget, Patrick reminded everyone.

Council Member Hamilton asked "What happened to the second candidate in the running for the DDA position? Do we know why the offer was turned down?" Hamilton also asked "What has happened to the AD-HOC Committee?"

Mayor Bala and DDA Chairman Mike Salisbury addressed council's additional questions. After lengthy discussions, Council Member Antel suggested a "Work Session" with the DDA and City Council. It was suggested to ask Don Black to facilitate work sessions for a "common vision" for the good of the City. Council Member Hudson also stated the workshop should be used to determine who and what the DDA Director should be doing.

Council Member Hamilton stated, "We cannot continue like this, there is a need to get back to reality.

CITY MANAGER'S COMMUNICATION: None.

COUNCIL COMMENTS:

Council Member Hudson thanked Don Black for his efforts in the Interim City Manager search.

Council Member Kobish also offered a thank you to Don Black.

Council Member Antel was very pleased with the Audit report, commending the City Manager for the fantastic job.

CITIZENS COMMENTS: NONE

ADJOURNMENT:

Mayor Bala adjourned the meeting at 8:48 p.m.

Respectfully submitted,

Michelle Herman, City Clerk

Tim Bala, Mayor