

AGENDA
BRAHAM CITY COUNCIL
Regular Meeting
Truth -in-Taxation
December 7, 2021
6:00 P.M.

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ACCEPTING THE AGENDA

PUBLIC HEARING: TRUTH IN TAXATION

CONSENT AGENDA

- A. Approval of Minutes from regular council meeting & special from 11-9-2021
- B. Payment of Bills and Payroll
- C. No Donation

ENGINEERING REPORT

- A. Public Hearing for Wellhead Protection Plan Wednesday January 5, 2022, at 6:00
(with regular meeting to follow)

LOBBYIST REPORT

Enclosed

POLICE REPORT

Enclosed

- A. Approve the conditional hire and background investigation for the number 1 officer candidate
- B. Approve on alternate officer candidate in case the number 1 candidate withdrawal or fails the background process
- C. Promote Randi Smith from contract records clerk to full-time Police Dept. / Crime Prevention / code Enforcement Specialist. Using funds from the open investigator position to fund. I recommend using the Office Specialist pay Scale Starting her at step 1 of \$21.84 per hour. That would still provide a payroll budget surplus of \$16,099.20 per year. Which can be used to soften the new officer payroll training expenses

UTILITY REPORT

Enclosed

Approve the purchase of a Cold Patch Trailer – see enclosed document

FIRE DEPT REPORT

Enclosed

LIQUOR STORE

Enclosed

OLD BUSINESS

- A. Resolution 21-36 Approving Final 2022 Budget and Salary Schedule
- B. Resolution 21-37 Approving Final 2022 Tax Levy

NEW BUSINESS

- A. Resolution 21-38 Accepting \$XXXXX American Rescue Plan Supplemental Distribution to Non- Entitlement Cities
- B. Steve Thorp Resignation – Building Official
- C. Liquor and tobacco License renewal – contingent on meeting all legal requirements
- D. Hiring Lynda Woulfe as our Interim City Administrator – Start date Dec 27, 2021 \$40.00 an hour/ 32 hours week – See enclosed Employment Agreement
- E. Council Member Ethen and Knowles Recommendations for filling Deputy Clerk position
 - Promote Marcy Peterson from Reception/Billing Clerk (step 3) \$20.09 to Account Clerk (step 3) \$22.53 – Jan 1st (step 4) \$23.93 – 2022 Salary Schedule
- F. Council member Ethen and Knowles Recommendations for filling Utility Billing position
 - Hiring Samantha Johnson at (step 1) \$19.47 – 2022 Salary Schedule
- G. Filling vacant Council seat – We have received 5 letters of interest of the open seat

ADJOURN

Next City Council Meeting - Wednesday January 5, 2022, at 6:00pm