**CITY COUNCIL**

**SPECIAL MEETING**

**via phone conference**

**April 6th, 2020**

**Council Present: Public in Attendance**

Brad Smith

Lilly Foster

Sue Holliday

Barb Northington

Melissa Pettyjohn

**City Manager/Recorder Raamin Burrell**

**Minutes taken and recorded by Raamin Burrell and**

**Assistant City Manager Amanda Born**

**Meeting called to order by Mayor Smith at 3:09pm**

**Open Floor:** Mayor Smith read the agenda item aloud and called for open floor items. Assistant City Manager Born informed the council that we received an estimate from Marciel Well Drilling & Pumps of the cost of replacing the pump at the City well. The total estimated cost of a new pump & installation is $6,530.00. Assistant City Manager Born said that Lead Maintenance Koppel suggested that we install the new pump and send the old pump off to be re-built for use as a backup pump. City Manager Burrell explained that we could pay for it in this year’s budget or wait and add it to next year’s budget. Mayor Smith & Councilor Pettyjohn suggested replacing the pump now. Mayor Smith called for a motion to approve the purchase & installation of a new pump at the City well and for the old one to be re-built for a backup.

*-Councilor Northington made the motion to approve the purchase & installation of a new pump at the City well and for the old one to be re-built for a backup, Councilor Holliday seconded it. All in favor, motion passed.*

Mayor Smith asked why Iron Triangle is burning slash all day every day when, according to the news, they ask for the public not to burn due to COVID-19 concerns. Several Councilors also had concerns about this. City Manager Burrell explained that in order for the City to declare no burning, Fire Chief Josh Walker would have to declare that we are in fire restrictions. Councilor Northington & Mayor Smith suggested that we ask Iron Triangle to stop burning.

**Approval of March 10th, 2020 Minutes:** Mayor Smith read the agenda item aloud and asked for any corrections or changes. None were noted. Mayor Smith called for a motion to approve and sign the minutes.

-*Councilor Northington made the motion to approve the minutes, Councilor Holliday seconded it. All in favor, motion passed to approve and sign the minutes.*

**Discuss & Adopt Declaration of Emergency:** Mayor Smith read the agenda item aloud and asked if there had been any changes to the document. Assistant City Manager Born explained that the only change from the proposed draft was in regards to the effective end date and read the change. Assistant City Manager Born explained that all of the council members have the up to date version. Mayor Smith called for a motion to approve Administrative Order #20-01: State of Emergency Declaration.

-*Councilor Northington made the motion to approve Administrative Order #20-01: State of Emergency Declaration, Councilor Holliday seconded it. All in favor, motion passed.*

**Discuss Personnel Change:** City Manager Burrell explained that this was in regards to appointing Amanda Born as City Manager and Raamin Burrell stepping down to Assistant City Manager. City Manager Burrell explained that the City Manager position is filled by the Council appointing someone to the position and that was how it was done when she took over for Josh Walker. Mayor Smith called for a motion to appoint Amanda Born as City Manager and Raamin Burrell to step down to Assistant City Manager.

*-Councilor Pettyjohn made the motion to appoint Amanda Born as City Manager and Raamin Burrell to step down to Assistant City Manager, Councilor Holliday seconded it. All in favor, motion passed.*

**Bills Before Council:** Mayor Smith read the agenda item aloud. City Manager Born explained that, due to this meeting being earlier in the month than normal, not all bills have arrived. Mayor Smith called for a motion to pay the bills and for them to be signed when ready.

*-Councilor Holliday made the motion to approve the bills, Councilor Foster seconded it. All in favor, motion passed.*

Assistant Manager Burrell gave the council a quick update on what she is working on from home: she is looking into what it would take to convert the machine shed at the City compound to a fire hall and she is working on the 2020-2021 fiscal year City Budget.

**Meeting Adjourned at 3:25pm**

**Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Mayor**