

LINCOLN CITY COUNCIL  
Meeting Minutes  
March 3, 2016

The regular meeting of the Lincoln city council was called to order by Mayor Gerarld Wise at 7:00 pm, at the Lincoln Community Center, 74 Santee Road, Lincoln, ND. Members Present: Volk, Fisher, and Daly. Others present: Hunt, Dickson, Maenza, Justin Hagel, Lance Hagen, SEH rep Ashley, Mike Heinsohn, Aaron Klein, Linda Brosious, Tyler Nieuwsma, John Wagner, and Officer Gibbs

Agenda approval

Motion by Volk to table item 9, Recommendation to update Comprehensive Plan, until June meeting  
Seconded by Fischer  
Motion carried

Approval of Minutes on February 4, 2016

Motion by Volk to approve second reading of Ordinance for Compensation for Mayor and Council as amended  
Seconded by Daly  
Motion carried

Motion of approve minutes by Volk  
Seconded by Fischer  
Motion carried

AK Technologies

Aaron Klein discussed updating the City of Lincoln website. Our current webhost service, Revize, has several options. Will look at updating the website internally. Klein feels as though with updates; we can get the website looking good. Klein stated that he likes the simplicity of the website. Volk stated that he will get some proposals and present it at the next council. Mayor stated the ordinances on the website need to be user friendly and searchable.

Recommendation to appoint Josh Borstad to the Board of Adjustments

Motion by Fischer to approve recommendation  
Seconded by Volk  
Motion carried

Mayor Wise appointed Josh Borstad to the Board of Adjustments

Refunding of Baptist Home, Series 2012 Revenue Note

The council approved a hearing for the refunding the Revenue Note. The hearing will be held at the next council meeting held on April 7, 2016.

Recommendation to Approve Home Rule Committee

The committee members are: Linda Brosious, Tyler Nieuwsma, Jessica Holcomb, Hailey Kilmer, and Lance Hagen. Hagen will chair the committee. Hagen stated it is important they have access to legal counsel. Justin Hagel, city attorney, stated the council sets the budget. Mayor Wise said he would prefer they speak with the attorney.

Motion by Volk to approve the Home Rule Committee  
Seconded by Fischer  
Motion carried

Recommendation to update Lincoln Comprehensive Plan

Tabled until June meeting.

Park Ordinance Committee Update

Hagel spoke that the committee meeting was to discuss the park ordinance and future planning of the city. Ashley led the discussion about the importance of parks. Hagel stated the ordinance is revised to satisfy the park board and developers. Funding for the park district was addressed at the meeting. Hagel said the park district can establish mill levy districts.

First reading of Park Standards and Dedication Ordinance

Motion by Volk to approve the ordinance  
Seconded by Fischer  
Motion carried

### Special permits

Motion by Volk to approve a calendar raffle permit for Lincoln PTO for technology purchase, charity permit for Mason Bethke Leukemia Benefit to help with medical expenses, and raffle/poker permit for Huff Hills Ski Patrol.

Seconded by Fischer

Motion approved

### Approval of revised Employee Handbook

Tabled until the next council meeting on April 7, 2016, with the exception of sick leave. It was approved that sick leave can be used for doctor's appointments.

### Deputy Auditor position and proposal

The council named Sarah Maenza the Deputy Auditor.

### Employee raises

Volk stated raises will only be given when there is a promotion, probation, or 1-year anniversary. The decision was made to give a 3% cost of living and a 2% merit increase to five city employees.

Dickson will go to \$29.22, Diehl will go to \$21.50, Jons will go to \$22.05, Gibbs will go to \$26.25, and Hoffer will go to \$24.94. New wages will be retroactive to January 2016. Maenza will get a starting wage of \$16.00 for Deputy Auditor with a probationary raise of \$.50 after 90 days.

Motion by Fischer to approve employee raises

Seconded by Daly

Motion carried

### Portfolios

Erv – The water pressure pumps at the water plant were cleaned of plastic debris from a boring incident years ago. Fischer suggested digging where the line goes to a 90-degree bend and cleaning it out. The valve at that 90-degree bend needs to be operational. Mayor Wise commented that he would like to continue the ordinance of watering every other day.

Daly – Helping Tom with finances. The city can do four grants and split between the Park/Tree Board. The Tree Board will pay half the cost of a tree for a person to plant on their boulevard.

Volk – Discusses the protocols with office staff. Any requests must be made through the appropriate portfolio holder. Council is not to disrupt city staff. All demands go through the portfolio holder. Nothing leaves the office. Volk asked that each person develop a plan for their portfolio that has goals with deadlines. This plan will hold each portfolio holder accountable.

Motion by Fischer to add Sarah as a signer to the bank accounts

Seconded by Volk

Motion carried

Joe Gibbs gave a breakdown of police activity for the month of January and February. The department numbers are comparable to last year's figures. Gibbs stated that the department will be able to utilize Burleigh County's canine unit if available.

### New business

Motion by Volk to approve a resolution to set the Class E alcohol license for catering events at \$1000

Seconded by Volk

Motion carried

The Schock family is looking at annexing in some of their property into the city for a car wash.

Meeting adjourned at 9:20 pm.

Motion by Daly to adjourn

Seconded by Volk

Motion carried

Minutes submitted by Auditor, Paula Hunt, subject to request and revision of the City Council.