



Meeting Minutes - Draft

City Council

Monday, November 7, 2016

2:30 PM

Council Chambers

Special Called Organizational Meeting

Call to Order by City Clerk

City Clerk Vickey Southern called the Organizational Meeting to order at 2:30 p.m.

Mayor-elect John Koniar, Council members-elect Wayne Trawick, Vera Quaites, Ralph Hellmich, Rick Blackwell and Charles Ebert, III were present. Others present: Judge Mary Murchison, Judge Judy Newcomb, City Administrator Mike Thompson, Katy Taylor, Darryl Clevenger, Sandra Pate, Sue Steigerwald, Miriam Boutwell, David Wilson, Joey Darby, Thurston Bullock, LaDonna Hinesley, Linda Koniar, Celia Trawick, James Koeppen, Toni Koeppen, Kelly O'Donnell, Dolly Franks, Joe Bouzan, Tom DeBell, Shelly Barcelona, Kate Embry, Mike McGowan, Denise Wilson, Mell Davis, Kipp Trawick, Fletcher McKinney, Lexi Lopez, Leslie Gahagan, David White, Jimmy Southern, Angela Southern and Sherri Blackwell.

Swearing In Ceremony

City Clerk Vickey Southern thanked the Mayor and Council for faithfully serving the City during their previous term of office. She introduced the Honorable Judge Mary Murchison, who will be swearing in the City's new Mayor and Council.

Judge Murchison was sworn in by Mayor elect John Koniar.

[16-0580](#)

Oath of Office administered to Mayor-Elect John Koniar

Mayor-elect John Koniar was sworn in by Judge Murchison.

[16-0581](#)

Oath of office administered to Council member-elect Wayne Trawick

[16-0582](#)

Oath of Office administered to Council member-elect Vera Quaites

[16-0583](#)

Oath of Office administered to Council member-elect Ralph G. Hellmich

[16-0584](#)

Oath of Office Administered to Council member-elect C. Rick Blackwell

[16-0585](#)

Oath of Office administered to Council member-elect Charles Ebert, III

City Clerk Vickey Southern called for the Council members-elect Wayne Trawick, Vera Quaites, Ralph Hellmich, Rick Blackwell and Charles Ebert, III to come forward to be sworn in. Judge Murchison swore in the new Council members in mass.

Organizational Business

[16-0586](#)

ELECTION OF COUNCIL PRESIDENT

A motion was made by Council Member Ralph Hellmich to elect Wayne Trawick as Council President. The motion was seconded by Council Member Charles Ebert, III and carried by an unanimous vote.

Enactment No: 16-1289-RES

[16-0587](#)

ELECTION OF COUNCIL PRESIDENT PRO TEMPORE

A motion was made by Council Member Charles Ebert, III to elect Ralph Hellmich as Council President Pro Tempore. The motion was seconded by Council Member Rick Blackwell and carried by an unanimous vote.

Enactment No: 16-1290-RES

[16-0588](#)

ESTABLISHING ORDER AND RULES OF PROCEDURE FOR FOUR YEAR TERM BEGINNING NOVEMBER 7, 2016

A motion was made by Council Member Ralph Hellmich to adopt the resolution establishing order and rules of procedure for the four year term beginning November 7, 2016. The motion was seconded by Council Member Vera Quaites and carried by an unanimous vote.

Enactment No: 16-1291-RES

[16-0589](#)

APPOINTMENT OF COUNCIL REPRESENTATIVES TO VARIOUS CITY BOARDS

A motion was made by Council Member Ralph Hellmich to adopt the resolution appointing Council representatives to various City Boards. The motion was seconded by Council Member Charles Ebert, III and carried by an unanimous vote.

Enactment No: 16-1285-RES

[16-0590](#)

MAYOR'S ANNOUNCEMENT OF DESIGNEE ON THE PLANNING COMMISSION

Mayor Koniar announced his designee on the Planning Commission is Sue Steigerwald.

[16-0591](#)

A motion was made by Council Member Rick Blackwell to appoint Council Member Ralph Hellmich to the Planning Commission. The motion was seconded by Council Member Charles Ebert, III and carried by an unanimous vote.

Enactment No: 16-1286-RES

[16-0592](#)

Appointment of Municipal Judge

A motion was made by Council Member Ralph Hellmich to appoint Mary Murchison as Municipal Judge. The motion was seconded by Council Member Rick Blackwell and carried by an unanimous vote.

Enactment No: 16-1292-RES

[16-0593](#)

Appointment of Asst. Municipal Judge

A motion was made by Council Member Vera Quaites to appoint Judy Newcomb as Assistant Municipal Judge. The motion was seconded by Council Member Rick Blackwell and carried by an unanimous vote.

Enactment No: 16-1293-RES

[16-0594](#)

Appointment of City Clerk

A motion was made by Council Member Ralph Hellmich to appoint Victoria Southern as City Clerk. The motion was seconded by Council Member Vera Quaites and carried by an unanimous vote.

Enactment No: 16-1287-RES

[16-0595](#)

Appointment of Finance Director/City Treasurer

A motion was made by Council Member Ralph Hellmich to appoint Sue Steigerwald as Finance Director/City Treasurer. The motion was seconded by Council Member Charles Ebert, III and carried by an unanimous vote.

Enactment No: 16-1294-RES

[16-0596](#)

Appointment of Fire Chief

A motion was made by Council Member Charles Ebert, III to appoint Joseph William Darby as Fire Chief. The motion was seconded by Council Member Ralph Hellmich and carried by an unanimous vote.

Enactment No: 16-1295-RES

[16-0597](#)

Appointment of Police Chief

A motion was made by Council Member Ralph Hellmich to appoint David Wilson as Police Chief. The motion was seconded by Council Member Vera Quaites and carried by an unanimous vote.

Enactment No: 16-1296-RES

[16-0598](#)

Appointment of City Administrator

A motion was made by Council Member Ralph Hellmich to appoint Michael Thompson as City Administrator. The motion was seconded by Council Member Rick Blackwell and carried by an unanimous vote.

Enactment No: 16-1297-RES

[16-0599](#)

Appointment of Assistant City Administrator/HR Director

A motion was made by Council Member Charles Ebert, III to appoint Sandra Pate as Assistant City Administrator/HR Director. The motion was seconded by Council Member Vera Quaites and carried by an unanimous vote.

Enactment No: 16-1298-RES

[16-0600](#)

Appointment of City Planner

A motion was made by Council Member Ralph Hellmich to appoint Miriam Boutwell as City Planner. The motion was seconded by Council Member Charles Ebert, III and carried by an unanimous vote.

Enactment No: 16-1299-RES

[16-0601](#)

Appointment of City Engineer

A motion was made by Council Member Ralph Hellmich to appoint Chad Christian as City Engineer. The motion was seconded by Council Member Vera Quaites and carried by an unanimous vote.

Enactment No: 16-1300-RES

[16-0602](#)

Designation of Depositories for City Funds

President Trawick turned the meeting over to President Pro-Temp Hellmich.

A motion was made by Council Member Blackwell to designate depositories for City funds. The motion was seconded by Council Member Ebert, III and carried by the following vote: Council Member Vera Quaites, aye; Council Member Ralph Hellmich, aye; Council President Wayne Trawick, abstained; Council Member Rick Blackwell, aye and Council Member Charles Ebert, III, aye. The vote passed by a majority vote.

President Pro-temp turned the meeting back over to President Trawick.

Aye: 4 - Council Member Quaites, Council Member Hellmich, Council Member Blackwell and Council Member Ebert III

Abstain: 1 - President Trawick

Enactment No: 16-1288-RES

Swearing In City Officials

Municipal Judge Murchison asked the following people to step forward to be sworn in: Victoria Southern, Sue Steigerwald, Joey Darby, David Wilson, Mike Thompson, Sandra Pate, Miriam Boutwell, Chad Christian and Judy Newcomb.

- [16-0603](#) Oath of Office - Municipal Judge
- [16-0604](#) Oath of Office - Assistant Municipal Judge
- [16-0605](#) Oath of Office - City Clerk
- [16-0606](#) Oath of Office - City Finance Director/Treasurer
- [16-0607](#) Oath of Office - Fire Chief
- [16-0608](#) Oath of Office - Police Chief
- [16-0609](#) Oath of Office - City Administrator
- [16-0610](#) Oath of Office - Assistant City Administrator/HR Director
- [16-0611](#) Oath of Office - City Planner
- [16-0612](#) Oath of Office - City Engineer

Public Comments

There were no comments from the public.

Adjourn

A motion was made by Council Member Rick Blackwell to adjourn the meeting. The motion was seconded by Council Member Ralph Hellmich and carried by an unanimous vote..

The meeting was adjourned at 3:00 pm.