

Minutes January 7, 2016

The Minersville Town Council held a regular council meeting on Thursday January 7, at the Minersville Town Hall. The meeting started at 7:17 p.m. following the Public Hearing.

Council Present: Mayor Ward Dotson, Jared Woolf, Brady Carter and Barry Marshall.  
Town Marshal Kevin Carter and Town Clerk Cherie Wood.  
Visitors: Kolby Blackner, Tammy Lozano, Melissa Marshall and Caleb Rees

Mayor Ward Dotson opened meeting a 7:17 p.m.  
Newly elected Council Member Barry Marshall was sworn into the office of 4 yr term council member by Town Clerk Cherie Wood.

Minutes: Jared Woolf made a motion to approve the minutes form the December 17, 2016 council meeting without additions or corrections. Brady Carter seconded the motion, all voted in favor, the motion passed.

Caleb Rees preformed the Minersville Town audit for the fiscal year ending June 30, 2015. Caleb reported that Minersville Town received a clean opinion for the audit, and that the financial statements did not need changes. This is the highest opinion for a town or city to receive for an audit.

Caleb went over the internal controls report: He is happy to report that there are no material weaknesses due to fraud or error. There is one significant deficiency noted and this is the segregation of duties, which every small town receives because of the size of the office staff. Compliance with state law: There were two small findings. One finding was with open and public meeting act. All towns are required to post council meeting minutes and recording within 3 business days of being approved. There were only a couple that were not posted within the required days. Cherie will do better in making sure we are compliant. The other finding is that the parks and cemetery water must be metered, or a reasonable estimate must be made and paid to the water fund from the general fund either monthly or end of year in a journal entry. Caleb is very happy to report that all funds look very healthy and are stronger this year than last year.

Barry Marshall made a motion to accept the audit report and finical statements for the fiscal year ending June 30, 2015. Jared Woolf seconded the motion, all voted in favor, the motion passed.

Council meeting dates were set for the first and third Thursday of each month at 7:00 p.m. with the second meeting of each month only to be held if there is significant business.

Sr Center rental concerns: Tammy Lozano would like to know if the council has made a decision on the rental and cleaning of the Sr. Center. The council discussed their options and made the decision to have Tammy continue to over see the rental of the building and the town would raise the rental price to \$50.00 per half day and \$100.00 for a full day with Tammy receiving \$10.00 per rental for scheduling and making sure the key was picked up and returned. Tammy was also instructed to keep the cleaning deposit of \$100.00 if the building was not cleaned. Tammy is to contact the Mayor or one of the council members to inspect the building for a second opinion if Tammy feels it is not cleaned properly. Tammy will then be paid from the cleaning deposit for

the extra cleaning that is needed. Brady Carter made a motion to accept this policy as stated for the Sr Center building rentals, Barry Marshall seconded the motion, all voted in favor, the motion passed.

A copy of the financial statement was given to each council member and the Mayor for their review. Cherie told them if they had any questions or concerns to please feel free to ask her.

Brady Carter made a motion to pay the bills. Jared Woolf seconded the motion, all voted in favor, the motion passed.

Other business:

Cherie would like to review the steps in collecting past due utility payments, concerning shut off noticing and disconnecting services if no payment is made, to see if the council would like to change anything. The Council reviewed the disconnect list and agreed that if payment was not received or contact was not made with someone in the office before the date that is on the notice, water utilities should be shut off until payment is made. Brady Carter suggested that the Town Office hours be printed on the notice.

Kolby Blackner would like to suggest to the council that next year when updating the Capital improvement list that the drainage study be moved to #1.

Barry Marshall made a motion to adjourn the meeting. Jared Woolf seconded the motion, all voted in favor.

Meeting adjourned 8:35 p.m.

Cherie C. Wood