

**COLUMBUS COMMON COUNCIL – COMMITTEE OF THE WHOLE MINUTES
TUESDAY, AUGUST 17, 2021 – 6:45 PM
COLUMBUS CITY HALL**

1. **Roll Call:** Council President Gray called the meeting to order at 6:51 pm. Present: Council President Gray, Mayor Arnold, Alders: Albright, McCabe, Motiff, Pyfferoen, Reid; City Administrator Ellefson, Deputy Clerk Fude, City Attorney Johnson, City Engineer Lietha, Staff: Meyers, Lentz, Schreiber, Hammer, and interested citizens.
2. **Notice of Open Meeting:** Noted as posted.
3. **Approve Agenda:** Motion by Pyfferoen, second by McCabe to approve the agenda. Carried voice vote.
4. **Citizen Comments:** None.
5. **Department Reports:** Placed on file: July 2021: Finance, DPW, Fire, Library, Lifestar, and Police. Albright asked about some line items on the 2021 budget compared to expenses and what has been spent through 6/30. Some of the line items are not at 50%. Ellefson explained it would depend on the specific line. For example: utilities may not be at 50% as more is used at the end of the year.
6. **Review Purchase of Columbus Water & Light Aerial Lift Truck and Payment Schedule:** DPW to purchase from CWL for \$42,000.00. CWL Superintendent Hammer added that CWL is willing to extend payments over three years: \$14,000 per year. Forward to September 7 Regular meeting.
7. **Review & discuss Plan Commission Conditional Use Permit for Culvers:** Matt Schreiber reviewed application from Culver's at 201 Dix Street. McCabe asked about the 5 parking stalls. Schreiber said these stalls would be removed but they will still have enough parking per code. Motiff would rather have firm plans to forward. Forward to 9/7/21 Regular meeting.
8. **Review & discuss Plan Commission Commerce Center Lot 6 Zoning Map Amendment:** Schreiber addressed concerns from August 2 Council meeting regarding compatibility, play area, isolated area with sidewalks. Motiff had concerns with adjacent land use, play area for younger children and if there would be an on-site manager. Reid was also uncomfortable with location. Gray has concerns also. After much discussion a voice vote was taken with Gray breaking the tie to move forward to 9/7/21 Regular meeting.
9. **Review & discuss Plan Commission Conditional Use Permit for Columbus Self Storage:** Schreiber stated the site plan needed to be amended to meet code for zoning setbacks and the Plan Commission recommended approval with 9 conditions. Forward to 9/7/21 Regular meeting.
10. **Review & discuss Plan Commission Certified Survey Map Columbus Self Storage:** Schreiber explained with the conditional use they need an approved CSM. Forward to 9/7/21 Regular meeting.
11. **Review & discuss Task Orders from Ruekert Mielke for CDBG projects**
Project Design–Task Order #2021-05 & Grant Administration – Task Order #2021-06: Schreiber explained one of the things they need for the pre-grant application is to award the design and to have someone administer the project as specified in the grant application. Forward to 9/7/21 Regular meeting
12. **Review & discuss City Treasurer and City Administrator Position Descriptions:** Staff requested to change Finance Director to City Treasurer and City Administrator/Treasurer to City Administrator. The main functions will all stay the same. Albright noticed that the minimum desired qualifications sites an associate's degree but then it says a CPA/MBA or advanced degree. Ellefson stated minimum level but we are really interested in applicants with a more advanced degree. Forward to 9/7/21 Regular meeting.
13. **Review & discuss City Treasurer Recruitment Firms:** This would allow the city to work with firms that specialize in obtaining specialized financial staff. Received proposals from two firms: Robert Half and Clifton Larson Allen. Clifton Larson Allen is currently providing our interim finance director services. Recommend CLA as they are the least expensive and they are familiar our duties to help match the candidate to the position. After reviewing services, costs and time frame it was decided to place ad now and if we do not have a candidate by the next council meeting to then contract with one of the firms. Forward to 9/7/21 Regular meeting.
14. **Review & discuss Ruekert-Mielke Year to Date Invoices:** Ellefson reported on questions regarding some Ruekert Mielke invoices raised as the last meeting. City Engineer Lietha provided information for on-going invoices, and Ellefson explained expenses and processes.
15. **Convene to closed session per §19.85(1)(e) deliberating or negotiating the purchase of public properties, the investment of public funds, or conducting other public business, whenever competitive or bargaining reasons require a closed session, specifically to discuss potential developments in the City of Columbus.** Motion by Pyfferoen, second by Motiff to adjourn into closed session at 8:04 pm. Roll call vote unanimous.
16. **Reconvene to open session:** Motion by Pyfferoen, second by Arnold to reconvene to open session at 8:55 pm. Carried voice vote.
17. **Adjourn:** Motion by Motiff, second by Pyfferoen to adjourn at 8:55 pm. Carried voice vote.

Submitted by:
Jane Fude, Deputy Clerk