

**CARIBOU CITY COUNCIL
AGENDA**

DATE:MONDAY, SEPTEMBER 10, 2012

PLACE:CITY COUNCIL CHAMBERS

TIME:7:00 P.M.

PUBLIC HEARING: RC-2 TIF

Open the Public Hearing (Time):

Overview of TIF: J. Holden, Mike Shrewsbury

Comments:

Close Public Hearing (Time):

Action by City Council

1. Public Input
2. Updates from City Administration
 1. Snow Plowing on Sweden Road-MDOT to discuss.
 2. Conversion of Public Works to alternative heating fuel.
3. Declaration of Conflicts of Interest from the City Council regarding any agenda item.
4. Consider authorizing the minutes of the following meetings:
 - A. August 13th Council Meeting
 - B. August 27th Council Meeting
 - C. August 28th Workshop Meeting
5. CONSENT AGENDA (Business items A, B & C)

Suggested motion: The Caribou City Council moves and seconds the suggested motion under Business Item A, B and C as presented below.

 - A. The Caribou City Council hereby authorizes execution of the 2012 to 2015 proposed **snow removal contract** between the City of Caribou and Aroostook County for winter snow plowing services on 11.88 miles of road in Connor TWP.
 - B. The Caribou City Council hereby authorizes execution of a Municipal Quitclaim Deed without Covenants for taxes paid to George & Helen Doody for Tax Map 12, Lot 19.

OVER

C. The Caribou City Council hereby authorizes execution of a Municipal Quitclaim Deed without Covenants to John W. Stubbs for Tax Map 29, Lot 28.

6. Financial Reports for August 2012

Moved, the Caribou City Council accepts the August 2012 Financial Reports.

7. Grimes Mills Road Project. This is for the final engineering. Cost of \$92,000.

Total project cost is \$475,000 with the City paying 10% of the cost.

Moved: the Caribou City Council hereby authorizes the Interim City Manager to execute the contract documents for the final engineering designs and preconstruction for the Grimes Mills Road Slope Stabilization Project.

8. North Woods Communication to return phone systems back to former system.

Moved: The Caribou City Council hereby authorizes the Interim City Manager to hire North Woods Communications, LLC to reconnect the Library, Public Works, Police Department, Fire Department and Recreation Center to the former phone system at a cost of \$249 for each department for a total cost of \$1,245 with funds to be taken from each department's current operating budget.

9. Roof Design Bids

Moved: The Caribou City Council hereby authorizes the Interim City Manager to execute a contract for services from _____ at a cost of \$_____ to complete the scope of work pursuant to the request for proposals. Attached is the advertisement. The proposal was sent to 8 firms and advertised in the Aroostook Republican.

Proposal #1: James W. Sewall Company. \$3,420

Proposal #2: BRSA \$4,750

10. Budget Pricing

Moved: The Caribou City Council hereby agrees to the target estimate pricing for 2013 budget purposes as follows:

Heating Fuel Cost

Gasoline

Diesel

Electrical (per kwh)

11. In-house Fuel Costs

Moved: The Caribou City Council hereby agrees to increase the per gallon fuel charged to departments to increase from \$0.04 to \$0.10 per gallon and this amount to be placed into General Ledger account #390-00 Fuel Tank Reserve.

12. Presentation of Historical Expense Report per the 2012 Charter Requirements

5.06 [a] (2) Expense Budget Report

5.06 [b] (2) Capital Expense Budget Report

13. Review Schedule

Expense Budget Reports and Capital Expense Budget Reports

5.06 [a] (3) (i) On or before October 1st: The City Manager will have each City Department Head provide an initial WRITTEN DETAILED EXPENSE BUDGET REPORT for the ensuing year. 5.06 [b] (3)

(We will post it on the City's website and make copies available at the Clerk's office)

5.06 [a] (3) (ii) Public forums on departmental expense budgets and capital expense budgets. *(Meetings on the 15th, 22nd, and 29th of October)*

5.06 [a] (3) (iii) Public Hearing on departmental expense budgets and capital expense budgets. *(Tentatively scheduled for November 5th or November 12th)*

5.06 [a] (3) (iv) Department expense and capital expense budgets to be adopted. *(This could be held December 10th)*

5.06 [b] (4) Potential Referendum Vote On Capital Expense Budget.

14. Other Business

Upcoming Meeting Dates:

- September 24, 2012 **(Start time will be 6 p.m. for an Executive Session)**
- October 8, 2012 and October 22, 2012

15. Adjourn