

The Common Council of the City of Knox met in regular session Tuesday August 14, 2018 in the Knox City Hall at 7:00 PM CST with the following members present: Mayor, Dennis Estok; Clerk-Treasurer, Jeff Houston; Councilmembers, Ron Parker, Don Kring, Bertha Blue, William Gustafson, Jeff Berg and City Attorney, Leslie Baker.

There were no amendments to the agenda.

RE: APPROVAL OF MINUTES

Minutes of the previous meeting were mailed to the Councilmembers prior to the meeting for their review. Don Kring made a motion, seconded by Ron Parker to accept the minutes as presented. Motion passed with Five (5) ayes and No (0) nays.

RE: RECOMMENDED CHANGES TO EMPLOYEE HANDBOOK – HOLIDAYS, VACATIONS AND LEAVES – SECTION 3(D) SICK LEAVE

Mayor Estok presented the following proposed changes to the employee handbook concerning sick leave:

Section 3 (D) Sick Leave would go from *“The department head/elected official reserves the right to request a physician’s written certification of any illness for any absence of at least one (1) day in length”*

To:

“The department head/elected official reserves the right to request a physician’s written certification of any illness for any absence.”

This would strike the last seven words of the original text.

The Mayor explained that some employees have been confused by the current wording and thought by only taking off ½ days they would not have to prove illness. He asked that the council approve the change.

Ron Parker made a motion, seconded by Don Kring to approve the change. Motion passed with Five (5) ayes and No (0) nays.

RE: RECOMMENDED CHANGES TO TITLE XIII, SUPPLEMENTAL DISTRICT REGULATIONS CODE OF ORDINANCES

Building and Code Compliance Director, Ken Pfof presented changes to the Code of Ordinance proposed by the Planning Commission after a public hearing. The commission recommended that Title XIII section 4 be stricken, Section 7A be amended and Sections 7E through 7K be added. The proposed amendment was as follows:

The following would be stricken:

Section 4, Projections Into Required Yards:

No building and no part of a building shall be erected within or shall project into any required yard in any district except that:

- A. *A covered canopy may be erected over a driveway in a required side yard, provided that such structure is:*
 - (1) *Not more than 14 feet in height and 20 feet in length;*
 - (2) *Entirely open on at least three sides, exclusive of the necessary supporting columns and customary architectural feature; and*
 - (3) *At least three feet from the side lot line.*
- B. *A buttress, chimney, cornice, pier, or pilaster of a building may project not more than 18 inches into a required yard.*
- C. *Bay windows, open and unenclosed/unroofed fire escapes, and steps, may project not more than three feet into a yard setback area.*

Subsection A would be amended from:

“Where the accessory building is structurally attached to a main building, it shall be subject to and must conform to, all regulations of this ordinance applicable to main buildings.”

To:

“Where an addition is structurally attached to a main building, it shall be subject to and must conform to, all regulations of this ordinance applicable to main buildings.”

Also sections E through K would be added as follows:

- E. All property owners residing in the City of Knox or the Two-Mile Jurisdiction desirous of placing an accessory building on their property shall apply for a permit with the City of Knox Planning Administrator.**
- F. All accessory buildings constructed of wood, metal, or concrete shall be considered a permanent structure.**
- G. The fee schedule for a permanent accessory building is \$.10 per square foot with a minimum fee of \$25.00.**
- H. All accessory buildings constructed of materials other than wood, metal, or concrete shall be considered temporary structures.**
- I. All temporary accessory buildings shall be secured to the ground. The fee for the temporary accessory building is \$50.00 for one year. The owner shall be required to renew a permit for a temporary accessory building annually, and the fee shall be \$50.00.**
- J. Carports shall not be altered or modified in any manner whatsoever from the manufacturer’s specifications and supplied material at the time of purchase.**
- K. All accessory buildings shall be constructed in compliance with the City of Knox Zoning Ordinance.**

Director Pfof noted that the Planning Commission voted unanimously (7 to 0) to approve the changes.

Jeff Berg made a motion, seconded by Don Kring to approve the recommended changes. Motion passed with Five (5) ayes and No (0) nays.

RE: CLERK-TREASURER’S REPORT

Clerk-Treasurer, Jeff Houston reported that his office has been working with FEMA for a claim for roughly \$6,000.00 in flood related expenses for the Fire Department. There is also a claim in for losses at the Waste Water Treatment Department.

We are finishing up the renovations of the Community Center. A small retaining wall was just erected on the East side.

Clerk-Treasurer Houston passed out copies of the Budget Form 1's and Form 3's to the Councilmembers. He noted that the public hearing date is September 11th and adoption date September 25th. The maximum levy is \$1,618,000.00. Tax caps are \$430,000.00. The total budget is about 3 million dollars. There was a consensus of the Councilmembers that there would be a work session on the budget before the next council meeting at 6:15 PM.

RE: MAYOR'S REPORT

Mayor, Dennis Estok reported that the message board will be ready in about three weeks to a month. We still need to determine where to place it.

Saturday, August 18th there will be a concert in the park from 6:00 PM – 9:00 PM with the band Crossfire. The concert is free to the public.

RE: COUNCIL ITEMS

Councilman, Jeff Berg noted that two signs at the entrance to Wythogan Park look bad and asked that the City investigate replacing them. Councilwoman, Bertha blue asked Fire Chief, Kenneth Pfof, what the difference was between a “good intent call” and a “Service Call”. He gave examples of each. He also noted that there was a total of 231 calls from 12/01/17 to 7/31/18 for the department.

RE: CITIZENS COMMENTS

Mrs. Diane Barkley came before the Council to asked that the City investigate what can be done about a neighbor's sewer line that runs through her property.

RE: VOUCHERS AND ALLOWANCES

The following properly filed vouchers (see Voucher Docket, Voucher #25962 - #26058 inclusive) were presented and approved.

There being no further business to come before the Council at this time the meeting upon motion was duly adjourned.

Dennis Estok, Mayor

Attest: _____
Jeffery J. Houston, Clerk-Treasurer