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2. ACCESSORY APARTMENT AMENDMENT

Mayor Ellis stated this is a draft of the accessory apartment with a few changes. This will go to Planning Commission Nov. 4th for their recommendation. Discussion ensued on existing apartment grandfathered in for 1 parking space and whether the parking behind house frontage needed to be revised and access building setbacks. Council will review the amendment and send feed back for revisions before it is sent to Planning Commission.

3. EMPLOYMENT AMENDMENT

Mayor Ellis stated this is a change in the of mayor duties and powers for careful consideration. The mayor and a majority of the council or the unanimous support of the council is needed to change the powers and duties of the mayor. There are pros and cons to this; review it carefully for next council.

4. FRAUD ASSESSMENT

Mayor Ellis stated that this is a mandated annual report the city is required to do. Elk Ridge has a moderate rating. There are some things that could be improved upon but there are no actions that need to be taken from a state perspective. Most items can easily be approved upon with a written posily. The city has protocol in place, but it needs to be an official written policy. This will be part of the city audit and turned into the state. The council needs to accept the assessment as presented.

CORY THOMPSON MOTIONED TO ACCEPT THE FRAUD RISK ASSESSMENT FROM THE OFFICE OF THE STATE AUDITOR WITH THE REVISION DATE MARCH 2020 AS PRESENTED JIM CHASE SECONDED

VOTE: AYE (5) NAY (0) APPROVED

5. WRITEOFF; UNCOLLECTABLE CLOSED UTILITY ACCOUNTS

Mayor Ellis stated these accounts are residents who moved away and did not settle their final bill. They have been in collections for a long time, and they have not been able to collect or in bankruptcy . Some of these accounts go back to 2015 and is a very small list of 11 accounts, and the city has not written off any accounts for at over 7 years. This was recommended by the city accountant Curtis Richards.

JARED PETERSON MOTIONED TO APPROVE THE WRITE OFF OF THE UNCOLLECTABLE CLOSED UTILITY ACCOUNTS IN THE AMOUNT OF \$3,642.80 PER CURTIS ROBERTS GUIDANCE AS PRESENTED CORY THOMPSON SECONDED

VOTE: AYE (5) NAY (0) APPROVED

6. FINANCIAL REVIEW

Mayor Ellis pointed out an error that was from a software glitch. The correct amount is in the register was correct, but it had doubled the July revenue on water sales. This has been rectified with the software company. There were no other questions or concerns.

7. APPROVE MINUTES FROM CITY COUNCIL MEETING FROM OCT. 12, 2021

NELSON ABBOTT MOTIONED TO APPROVE THE OCT. 12, 2021, MINUTES AS PRESENTED TRICIA THOMAS SECONDED

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VOTE: AYE (4) NAY (0) APPROVED Abstain 1-Jim Chase

MOTION TO ADJOURN: NELSON ABBOTT MOTIONED TO ADJOURN THE REGULAR CITY COUNCIL MEETING CORY THOMPSON SECONDED.

VOTE: AYE (5) NAY (0) APPROVED



Laura Oliver, Deputy Recorder