

SPRINGVILLE CITY COUNCIL PROCEEDINGS

September 8, 2010

Mayor Heeren opened the **Public Hearing to Inform Citizens of Springville the City's Intent to Complete Improvements To the Municipal Sanitary Sewer System**. Jim Holz of MSA was present to supply information on the need for sanitary sewer collection system improvements as identified by the 2002 sanitary sewer cleaning and televising. Funding of the \$550,000 to \$800,000 project will be required to accomplish the project. Springville will pursue a State Revolving Fund loan and a CDBG grant to fund the project. CDBG grant funds are awarded up to \$500,000. These grant funds will defray the costs of the infrastructure improvements to the sewer system. Such a grant would reduce the proposed increases to the City's sewer fees necessary to pay back bonds issued for the project. Springville must provide necessary documentation of the need for grant funds. This is accomplished by conducting a community-wide Low to Moderate Income Survey. An **80% response rate** to the survey is required. Dave Haugen from MSA spoke on the condition of the current system and what the project will entail. Holz and Haugen answered questions from the audience on the project and the LMI survey. Mayor Heeren closed the public hearing at 7:42 p.m.

Mayor Heeren called the regular meeting of the Springville City Council to order at 7:50 p.m. in Springville City Hall. Present on roll call: Neff, Shebetka, Ballantyne and Grimley. Gerdemann was absent. Also present: Doug Beard, Steve Shaffer, John Keiser, Shauna Dennison, Karen Anderson, Jim Holz, Jack Peterson, Todd Wyman and Deputy Daubs.

Consent Agenda: Motion was made by Shebetka, second by Neff to approve the consent agenda as posted. All ayes, motion carried.

Citizen's With Concerns Not on the Agenda: none.

Sheriff's Report: Deputy Daubs gave the patrol report for hours of service from August 16, 2010 through September 8th. There were 61 calls for service. August hours of service: 136.60.

Maintenance: Todd reported the Mill Street sewer main project is completed. MSI will complete the resurfacing portion of the project. Northway Well and Pump pulled and repaired well #3 pump, the seasonal park worker is finished for the year, lagoon discharge will take place this month and Todd mowed the lagoon with his own mower as the city's tractor mower needs repaired. MSI will sealcoat streets next week. The street project list will be put on the cable channel and residents of those streets being sealcoated will be notified.

Mayor: Rick reported on his attendance at the county EMA meeting and the Northeast Iowa Regional League meeting in Independence.

Other Reports: Library July finance report and September newsletter/calendar and the August overtime and leave reports. Also, John Keiser and the Clerk reported on submitting a grant letter of interest to the Wellmark Foundation for a *Healthy Communities* grant offering. Should the application be approved an invitation for a full application should be received by September 15th.

Roger reported the compost site renovation is almost complete. Remaining: a couple of soft spots in the driveway need more gravel, routing of the water flow needs to be adjusted and seeding of grass. Roger noted the project could not have been accomplished without all the volunteer labor. There was much donated labor and materials. City funding of the project was approximately \$4,500. Roger thanked the following businesses, organizations and individuals for their help in the project: Kinzenbaw Trucking of Blairstown, Wendling Quarries, John Munier Trucking, Herb Dryman Trucking, Linn County Coop, STPA, Springville City Council

and staff, Rick Evans, Andy Hoge, Doug Gehl, Nick Holub, Todd Wyman, Carl Markley, Jason Dryman, Brian Gehl, Dillion Pfab, Terry Evans, Don Coonrod, Josh Schmidt, Chris Toby Steve Shaffer, Jeff Taylor and Rick Heeren. **Roger stressed the need to only deposit acceptable materials at the site.** This would include: grass clippings, garden waste, leaves and branches and limbs less than 8" in diameter and 6' long. Signs are posted at the yard waste site giving directions for proper use of the bins. Abuse of the site continues and the policy committee will be meeting to establish regulations and fines for citizens caught disposing of illegal materials at the site.

Old Business:

Nuisance Abatement –173 Broadway Street: An asbestos abatement company and 3 demolition contractors have inspected the 173 Broadway property and the City will move forward when all the bids for abatement/demolition are received.

Employee Manual Update: Robin stated the employee manual sets as an unfinished product. She will get together with Karen to explain formatting of the document that needs to be completed.

New Business

Request to Close Streets for Homecoming Parade: Principal Dennison was present requesting streets be closed for the usual parade route on September 23, 2010 to accommodate the homecoming parade to be held at 6:00 pm. Motion was made by Ballantyne, second by Grimley to approve Dennison's request. All ayes, motion carried. The Sheriff's Office and Fire Department will be notified.

Park Board Donate to Youth Sports: Park Board President John Keizer reported that \$6,009 was deposited - against \$2,440 of expenses for a profit of \$3,068 for Fun Days. The profits will be transferred to the Park Reserve Fund. John noted that the Park Board had offered Youth Sports a donation to assist with the games at Fun Days and that the organization did a great job. City Atty. Taylor was consulted about the legality of the donation. Taylor approved the transaction but recommended the donation be given council approval. Motion by Shebetka, second by Grimley approving a \$500 donation to Youth Sports from the Park Reserve Fund. All ayes, motion carried.

Monitoring of Yard Waste Site: Roger reiterated his concern about illegal dumping at the yard waste site. He requested council discussion on options to monitor and control the site. He has been researching surveillance cameras. Good cameras range from \$200 to \$600, but felt he needs more time to further study camera options. He would also like to see a fine system for violations of the yard waste site regulations. The policy committee will meet to review the current ordinance and bring a recommendation back to the council

Well #3 Equipment Replacement & Repair: Todd reported on Northway Well & Pump's recommendations for Well #3 after pulling the pump. Four of the 5 sections of pipe need to be replaced. Northway recommends replacing the pipe to extend 63 feet rather than the 105 feet that is currently in use. Also, the motor checked out fine electrically, but is 14 years old. The life expectancy of a submersible motor is around 8 years. A new 20hp submersible motor is \$1,932. Field labor to pull a pump is \$1,750 should the 14 year old pump go bad in the future. Council consensus was that since the pump is pulled and new pipes must be installed now was the time to replace the motor also. Motion by Shebetka, second by Grimley to approve the purchase of a new motor for Well #3. All ayes, motion carried.

Housing Rehab Grant: Jim Holz of MSA spoke with the Council on IDED housing rehab grants. The proposed program will provide financial assistance to income-qualifying homeowners with the rehabilitation of their homes. Financial assistance will be available as a five-year forgivable loan for 100% of the rehabilitation cost up to \$24,999 per housing unit. The forgivable loan will decrease 20% each year until the five-year term has expired. Participants will not have to make any repayments of the forgivable loan unless the home does

not remain as their principal residence for the entirety of the five-year term. Motion was made by Shebetka, second by Ballantyne to proceed with the housing rehab grant application. All ayes, motion carried.

Council Resignation/Vacancy: Mayor Heeren read the resignation of council person Mary Gerdemann. Discussion was held on the how the city must fill the vacancy. An appointment to fill a vacancy must be made within 40 day of the date the vacancy occurred. However, the council must publish notice of its' intent to fill the vacancy by appointment. The public has the right to petition for a special election to fill the vacancy. The petition must be filed within fourteen days after the appointment is made. Motion was made by Shebetka, second by Neff to fill the vacancy by appointment. All ayes, motion carried. Interested citizens should contact City Hall for an application. Appointment of the position will take place at the October 4, 2010 council meeting.

Constitution Week Proclamation: Mayor Heeren read a proclamation declaring September 17 through September 23, 2010 as "Constitution Week" in honor of the signing of the Constitution in Philadelphia on September 17, 1787.

Public Works Maintenance Worker I: Discussion was held on the vacant Public Works Maintenance Worker I position. It was noted that the job description needed to be updated. Todd, Robin and Rick will meet to update the job description. Bixler reported that applicants for the PWD position were notified Todd was appointed to the position and were encouraged to resubmit their applications for the Public Works Maintenance Worker I position. Todd and Karen will draft an advertisement to put in the same newspapers used to advertise the PWD position.

Employee Reviews, Wages & Insurance Compensation: Discussion was held on the lack of action on employee reviews, wages and insurance compensation. City Hall employees have not received any wage increase in several years. Neff indicated she was confused in that she felt wages were frozen as a recommendation of the Clerk due to the financial condition of the City. Bixler noted that during the budget process in December and January she predicted the general fund would end the financial year in the red when in fact the general fund ending balance was approximately \$74,000. Due to the fact that Susan has not had a raise increase since at least 2006 and Bixler has never received an increase both employees noted they would welcome an employee review of their job performance. Discussion continued on setting up times for employee reviews. Neff noted there are wage comparison spread sheets that have been compiled by other cities, but felt they needed to clarify if a clerk is exempt or non-exempt. Bixler will work on contacting those cities to verify the wage status of clerks in each city listed.

Correspondence: none

The next meeting of the Springville City Council is set **September 20, 2010** at 7:00 p.m.

Motion by Neff, second by Shebetka to adjourn at 10:00 p.m. All ayes, motion carried.

ATTEST: _____
City Clerk

Mayor

***minutes not official until approved by City Council*