

**SPRINGVILLE CITY COUNCIL PROCEEDINGS**  
**October 18, 2010**

Mayor Heeren called the regular meeting of the Springville City Council to order at 7:00 p.m. in Springville City Hall. Present on roll call: Shebetka, Ballantyne, Neff, Ralston and Grimley. Also present: Doug Beard, Steve Shaffer, Tom Miller, Mike and Dixie Brady, Cathy Cutler, Jim Schnoebelen, Ken Yanna, Michael Fay, Wanda Young, Joel Rochleau, Frits Lantermans, Nelson and Dawn Mentzer, Wayne and Julie Chapman, Ed Sleep, Todd Wyman and Deputy Lemense.

**Consent Agenda:** Motion was made by Neff, second by Shebetka to approve the consent agenda with the correction to the October 4<sup>th</sup> minutes as noted. All ayes, motion carried.

**Citizen's With Concerns Not on the Agenda:** Atty. Michael Fay and Wanda Young were present to inform the council of dispute between Young and her neighbor Ed Sleep. Young started construction of a retaining wall on her rear property line which abuts Sleep's property. Young needs to address a washed out area of her rear yard. Young was served with a stop work order due to lack of a permit for the project. Discussion continued with the DNR findings on the property and Springville Zoning Code being referred to. Atty. Fay noted he and his client were present before the council to publicly request Mr. Sleep sign a fence agreement with Wanda Young that would allow her to continue with her project. Mr. Sleep felt there were other methods Young could utilize to deal with the washout area and declined to sign a fence/retaining wall agreement.

**Sheriff's Report:** Deputy Lemense gave the patrol report for hours of service from October 4, 2010 through October 18th. There were 26 calls for service. September hours of service: 101.10.

**Maintenance:** Todd has started on leaf pickup in Upper Butler Park, used up all the street patch on hand, is still discharging at the lagoon - with about 2 weeks to finish and started to winterize the lift station. Also noted, MSI has been back to sweep the streets and Altorfer performed a yearly maintenance check on the sewer plant generator which received a "normal wear and no problems" report. Todd will begin fall service of the equipment and try to get some street sweeping accomplished.

**Mayor:** Attended 2 meetings: an SEDC meeting with Marion Economic Development and Priority One and a meeting with Rep. Nate Willems and Senator Bob Dvorsky about the Hwy. 151 and County Rd. 20 intersection.

**Other Reports:** submitted for Council review; September Library Board minutes, P&Z minutes of September 21st, QTD finance reports for the library, fire department, park and gazebo project.

**Old Business:**

**Nuisance Abatement –173 Broadway Street:** nothing new to report, Roger requested a status report from the attorney for the next council meeting.

**LMI:** The Clerk reported approximately 76 more survey responses are needed to meet the 80% response return requirement. Bixler will update the spreadsheet tomorrow morning so council can continue with securing surveys that have not been turned in yet.

**New Business:**

**IDOT Follow-up to the J-Turn Option:** Jim Schnoebelen, Cathy Cutler and Ken Yanna of the IDOT gave a presentation and answered questions on alternatives to the J-Turn intersection originally proposed by the IDOT to address the crashes taking place at the Hwy. 151/X-20 intersection. Eighteen (18) alternatives were presented with each alternative addressing the pros and cons of that particular alternative. Verbal information was also given on the relative cost of each alternative and possible ROW requirements. Schnoebelen, Cutler and Yanna will give another presentation at the Buresh Room on Wednesday at 5:30 p.m.

**Appoint Grant Administrator for Housing Rehab Grant Writing:** Bixler noted City Hall received one prospectus on its request for qualifications for *Housing Fund Grant Writing and General Administrative Services* which was from MSA Professional Services. Bixler confirmed for the council that the City would not be billed for grant writing services should the City not receive a housing rehab grant. Motion by Neff, second by Shebetka to appoint MSA as Grant Administrator for housing rehab grant writing and administrative services. All ayes, motion carried.

**Appoint Housing Fund Administrator for Technical Administrative Services:** As with the housing rehab grant writing request for qualification the only prospectus received for technical administrative services was from MSA. Motion was made by Shebetka, second by Neff to appoint MSA to provide technical administrative services for an IDED housing fund program. All ayes, motion carried.

**CDBG Grant Application & Sanitary Sewer System Improvements Project Update:** Todd noted the lines painted around Springville are survey markings to set elevations for the sewer rehab project.

**256 Broadway Rental Interest:** A chiropractor has expressed interest in renting one side (1/2 of the total space) of the ground floor at 256 Broadway. It would be a satellite site to his already existing business. Discussion was held on his question of a monthly rental rate and responsibility for remodeling the space to suit the business needs. Heather will talk with him and bring the results to the next council meeting.

**Review Maintenance Worker I Applications:** Seven applications for the Maintenance Worker I position were picked for interview by the Council. Robin noted there were many qualified applicants, but some with high wage expectations. Council then discussed setting an introductory wage. Robin recommended \$12 with increases as merited. Todd notes his introductory wage was \$13.50 with an increase upon certification. Todd recommended a starting wage of \$12 to \$14 per hour. Discussion continued on the importance of not eliminating a good candidate due to wage offering. Other council members felt it was important to try to hire a local person. Motion was made by Shebetka, second by Ralston directing the Clerk to contact the 7 applicants and note an introductory wage of \$12 to \$15 per hour and inquire if the applicant has read the job description and could meet the 15 minute response time in case of an emergency. All ayes, motion carried.

Motion was made by Neff, second by Grimley approving **RESOLUTION #24-2010; A Resolution Approving Plat of Schlatter's First Addition to Linn County, Iowa.** Roll call vote, all ayes. Motion carried.

**Correspondence:** Todd will be in Manchester on October 27<sup>th</sup> for continuing education. Heather asked about employee reviews. She noted she first brought this up 2 months ago and that 2 employees requested reviews and all employees should be supported by a yearly employee review. Mayor Heeren noted he put off employee reviews due to the fact Todd has only been in his position about 2 months and isn't supervising an employee at this point. Neff felt reviews should still take place and asked that they be scheduled. Employee reviews for Bixler and Oler are scheduled for November 1<sup>st</sup> at 5:30 p.m. Review for Todd is scheduled for November 15<sup>th</sup> at 5:30 p.m. Also discussed: moving the council start time from 7:00 p.m. to 5:30 p.m. and moving meetings from Mondays to Wednesdays. This will be an agenda item at the next council meeting.

The next meeting of the Springville City Council is set **November 1, 2010** at 5:30 p.m.

Motion by Shebetka, second by Neff to adjourn at 9:13 p.m. All ayes, motion carried.

**ATTEST:** \_\_\_\_\_  
City Clerk

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Mayor

