

## **SPRINGVILLE CITY COUNCIL PROCEEDINGS**

### **November 15, 2010**

Mayor Heeren called the regular meeting of the Springville City Council to order at 5:30 p.m. in Springville City Hall. Present on roll call: Shebetka, Neff, Ralston and Grimley. Ballantyne was absent.

**Employee Review:** Motion by Shebetka, second by Grimley to enter into closed session at 5:36 p.m. as requested by employee Todd Wyman. Ralston noted she would abstain from any discussion and/or motions in reference to employee Wyman. Ballantyne was absent. Remaining ayes, motion carried.

Motion was made by Grimley, second by Shebetka to enter back into open session at 6:07 p.m. Ralston abstained. Ballantyne was absent. Remaining ayes, motion carried.

Motion was made by Neff, second by Shebetka noting Wyman has satisfactorily completed the 90 probation period and now holds the position of Public Works Supervisor for the City of Springville. Ralston abstained. Ballantyne was absent. Remaining ayes, motion carried.

Citizens present: Steve Shaffer, Tom Miller, Doug Beard, Casey Coberle, Dave Haugen, Scott and Cindy Kilburg, Brandon French, Todd Wyman and Deputy Pavelka.

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

**Citizen's With Concerns Not on the Agenda:** Tom Miller residing at 604 Fox Drive informed the Council that the north side of 3<sup>rd</sup> Avenue has a sludge problem caused by flowing water and debris from the cement plant. He also questioned if the residents at 206 High Avenue were served with a nuisance notice. Upon determination that the property was served a nuisance letter in September Miller inquired as to why the property had not been cleaned up to comply with the order. Bixler will remind the property owner of the notice.

**Sheriff's Report:** Deputy Pavelka gave the patrol report for hours of service from November 1, 2010 through November 15, 2010. There were 19 calls for service. October hours of service: 103.51.

**Maintenance:** Todd reported Brandon reported for work today and will have Chuck's cell phone. The snow equipment is in the shed, the truck just needs an oil change and it will be ready to go. Todd met with Keating from the Linn County Secondary Roads on the 7<sup>th</sup> Avenue storm sewer repair. Brandon will check all the Christmas decorations light bulbs. Decorations will go up right after Thanksgiving. The fall discharge at the lagoon is complete. Todd reported the levels at the lagoon are surprisingly low. Potholes are still being filled, but the season is at its' end as it is getting too cold for the patch. Salt and sand remain from last winter, but Todd will be taking delivery of the first load of salt yet this month.

**Mayor:** attended a SEDC meeting with the Marion Chamber of Commerce.

**Other Reports:** the October building permit report and the October Library Board minutes were noted by the Clerk. Bixler updated the Council on the status of the Surface Transportation Program grant and information received at a seminar.

**Old Business:**

**Nuisance Abatement –173 Broadway Street:** Bixler provided the Council with an information sheet on the steps involved in gaining title to the 173 Broadway property through Section 657A.10A of the Code of Iowa.

**256 Broadway Rental Interest:** Casey Coberle was present for discussion with the Council on the 256 Broadway property. Casey's chiropractic business will only require use of one office space on the bottom floor of the building, his preference being the North side office space. That space is already metered separately. He would renovate to fit his needs, noting he does not require any structural changes, merely cosmetic changes such as paint. He is okay with signing a lease agreement. The office would be open daytime hours, however not every day. He is also considering some weekend and evening hours. Heather and Roger volunteered to act as a committee to come up with rental agreement recommendations.

**New Business:**

**Public Hearing to Inform Community of the City's Intent to Submit A Housing Fund Application to IDED:**

Dave Haugen of MSA was present to supply information and answer questions on the housing rehab grant. The program will provide six (6) LMI homeowners with five-year forgivable loans to rehabilitate their homes. Properties must be brought up to current State of Iowa's minimum housing rehabilitation standards. Each award is up to \$24,999 per house for rehabilitation. The program offers 5 year forgivable loans (20% is forgiven each year for the life of the loan). Eligible repairs include, but are not limited to: roof, windows, HVAC, electrical, plumbing, siding, doors and attic insulation. Current LMI income limits for Linn County apply (contact City Hall for current income limits). Application forms may also be picked up at City Hall. Further questions may be directed to Liz Kemp, MSA Professional Services, 888-869-1214. Mayor Heeren closed the public hearing at 7:10 p.m.

**Adopt Community Development & Housing Needs Assessment:** Motion was made by Neff, second by Shebetka to adopt the 2010 City of Springville Community Development and Housing Needs Assessment. All ayes, motion carried.

**Change Council Meeting Start Time:** Discussion was held on starting council meeting times earlier in the evening. Bixler will prepare an ordinance amendment for the next meeting for a time of 6:00 p.m.

**Employee Issues:** Council discussed the Clerk's request for guidance on paying out the monthly insurance stipend on French considering his start date was November 15<sup>th</sup>, half way through the month. Motion was made by Shebetka, second by Ralston to pay ½ of the monthly insurance stipend to French in the last payroll period of November. All ayes, motion carried.

Heather reviewed the wage and benefit spreadsheet for the Clerk and Deputy Clerk she developed from criteria of several cities with approximately the same population as Springville. Shebetka recommended establishing the following rates of pay to be adopted by resolution at the December 13<sup>th</sup> council meeting to take effect January 1, 2011: insurance stipend for all employees; \$455 per month, Bixler; \$19.24 per hour, Oler; \$12.00 per hour, Anderson; \$9.27 per hour.

Motion was made by Neff, second by Shebetka approving **RESOLUTION #26-2010; A Resolution Pledging Local Effort (\$10,000) for the Housing Rehab Grant.** Roll call vote, Ballantyne absent. All ayes, motion carried.

Motion by Neff, second by Grimley approving **RESOLUTION #27-2010; A Resolution Authorizing the City Clerk of the City of Springville, Iowa to Transfer \$21,592 from the LOST Fund to the Road Use Fund in FY 2010-11.** Roll call vote, Ballantyne absent. All ayes, motion carried.

Motion by Neff, second by Grimley approving **RESOLUTION #28-2010; A Resolution to Fix a Date for a Public Hearing on Entering into an SRF Loan & Disbursement Agreement.** Roll call vote, Ballantyne absent. All ayes, motion carried.

**Correspondence:** none.

The next meeting of the Springville City Council is set **December 13, 2010** at 7:00 p.m. There will only be one council meeting in December and 3 council meetings in January in order to deal with the budget process.

Motion by Neff, second by Grimley to adjourn at 7:45 p.m. All ayes, motion carried.

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

\_\_\_\_\_  
*Mayor*

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