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| Shambaugh City Council Meeting Minutes February 4, 2019 |

# Call to order

A meeting of Shambaugh City Council Meeting was held at Shambaugh City Hall on Feb 4, 2019. Attendees included Ron Peterman, Mahlon Sorensen, Sherry Stuvick, Sam Woodruff, Kevin Johnson, Karen Miller, Lyle Palmer and Sandra Bilokonsky. Patty Johnson not present due to work commitment. Joe Dow and Candise Woodruff only members in public attendance. Quorum was present.

# Approval of minutes

Correction in January minutes in regards to the letter read for 213 4th St, the review is 1 April 2019. Sandra corrected minutes for the record. Approval was set forth to approve January minutes with changes.

Motion Sherry Stuvick Second Kevin Johnson All in favor: yes Motion carried

# Reading of Agenda

Motion Sherry Stuvick Second Kevin Johnson All in favor: yes Motion carried

# Reports

On the January 6th deputies were dispatched to 506 2nd for a welfare check, deputies spoke to resident, records show all was ok. On the 20th dispatched to 5th of Main Kyle S. had taken off again, he was transported to Clarinda hospital by ambulance for possible extreme weather injuries. DHS was notified as well as several other people. On 22nd was dispatched to 106 Hersery Kyle had left home again, citizens had stated that had seen Kyle walking the 200 block of West Street. Kyle returned home. Another report was filed to DHS in the matter. Each time Kyle is involved in an issue DHS and other authorities are contacted. Hours: 16.6 hours

# Unfinished business

Attorney Mahlon stated that Joe has paid the city $450. Sandra stated for the record a copy of the check has been placed in Joe’s file. Mahlon stated after Joe cleans up the property Joe will be awarded the deed. No other business was conducted. Mahlon asked about the property next door, McCoy property, he noticed that it has been cleaned up. Ron and Kevin stated they noticed he was cutting up scrap, did not know if he sold stuff to scrapper, however they worked until midnight. Council discuss the work done. Mahlon asked if anyone knew what his plans was on the property. None of the council knew, in the past he wanted to sell the property and city did place a bid, however he did not accept offer. Mahlon stated the property is looking good.

# Motion to Bills and Unpaid Bills

Sandra noted a bill for the state of the auditor of the state for the amount of $475 and an Easter’s bill for $16 came before the meeting. Sandra checked with the accountant in regards to the state of auditor bill to make sure that in fact Shambaugh does pay this bill, due to not seeing this before. Dee confirmed via telephone.

Motion Sherry Stuvick Second Karen Miller All in favor: yes Motion carried

# Business

Water/Sewer: Ron discuss in the process of reviewing the budget, the city is barely breaking even on water. We need to consider raising water rates. Sam stated if we have any problems with our water system we will have problems with budget. Sandra stated that we did have a rate study done by Jodi and she did suggest we do raise our rates. Sandra stated the water rate study concluded we need to raise our rates and the conversation with Dee the city accountant is another back up that indeed the city needs to raise its rates. Sam stated we also need to look at sewer rates as well. Sherry asked when the city raised the rates last time was the city to raise the rates again, the previous ordinance did not have this in place. Jodi did suggest that during the rate study, Sherry remembered where she seen that. Sandra stated for the EOM (End of Month) of January the total sales for water for the city of Shambaugh was the following: $4071.50 for 80 accounts, total sales for sewer $2386.50 for 79 accounts. Sandra told the council to compare that with current expenses. Water expenses for the month of January income: $4247.57 expense: $3626.28 Sewer expenses for the month of January income: $1914.50 expense: $1336.31 Ron stated that he even spoke to Sam about a possible water repair fund of $5 a month. Sam stated whatever the council decides to do to remember the sewer. Sherry stated then how about raising just the sewer rate. Sandra stated we will have to do both due to the rate study, the current figures and the budget. Council discussed the issue further. Council asked Sandra to contact Jodi to speak on the review of raising water rates. Sherry asked about Clarinda raising the rates due to the new water project. Currently they are not raising the rates for one year. Sandra went over the current contract. City contract with Southwest Regional Water $585 flat 0 gallons $3.90 per 1000 gallons. Last bill from SWRW was $1684.80 Sandra stated that she did not see a “abnormal” rate increase, this is an average bill.

Streets: Sam stated the streets will need patch material in the spring.

Mayor: Ron stated when Dee prepared the original budget is was in the negative. Sandra stated that was actually the second one that was prepared. Sam and Ron had a meeting with Dee to clear some issues with the budget in regards to the water, both went line by line on the budget. Adjusts was made, one of the issues was an accountant error on a USDA payment that was quickly fixed. The budget is sitting good, however as discussed we need to consider changes in our water/sewer. Ron asked the council to review budget and ask questions, council did not have any questions.

Motion to approve Budget

Motion Sherry Stuvick Second Kevin JohnsonAll in favor: yes Motion carried

Clerk: Council had previous discussions on not wanting to pay for the library. Library sent contract. Sandra asked for a motion on the library contract. Council voted NO on the library contract.

Motion to NOT approve the library contract and NOT make payment to the library

Motion Kevin Johnson Second Karen MillerAll in favor: yes Motion carried

Sandra asked before meeting if all members received W2, everyone did. ICAP renewal will be filled out, now since budget is approve, Sandra stated she will work on that. She stated we can have a misc $5000 safety net that will not cost the city extra money. Sandra asked if the city had electronic readers for the water meters. Sandra attended the Rural Fire Meeting in Clarinda in January, she entered for the city of Shambaugh service for the next year. Invoice will be sent to the city for $5000 for this agreement. This was paid in 2018 and 2017. Sandra let city council review the minutes from fire meeting. Sandra requested at the rural fire board meeting from the fire chief the actual numbers on fire protection for the city of Shambaugh. Fire chief did send an email with 4 calls. 2 calls vehicle accidents, 1 call smoke removal and 1 call report of illegal burning, which was out by the time the department arrived. Sandra stated she did speak to the fire chief about what does this amount cover, fire chief and her had a conversation after the meeting about cost factors of equipment/gear. The cost was done by population a long time ago, however with the inflation of cost of goods, the cost factor remains the same even if our numbers have dropped in the city of Shambaugh.

Ron announced we need to make a motion in regards to new city council member to replace Bobbi Whitehill. As it was not on the agenda, Council will have to hold a special closed session for vote, between Joe Dow and Candise Woodruff. Sandra will contact Patty to set up closed session, for Tuesday 12th February.

Community Hall Rental contract has been rewritten, Sandra showed council members the new locations where the cleaning checklists are in the community hall. She stated she also got laundry bags as well. Sandra reviewed the contract details with council with the new changes. Rates changes are the following $25 west room, $50 east room and $75 for both rooms (daily rate). The deposit is $25 west room, $50 east room, $75 both rooms. Ron stated he wanted the contract to state something about leaving the chairs arranged neatly or tables set up as they were. Sam suggested that Sandra transpose the deposit and rent sections on the contract. Sandra stated that current contracts she has for the year should be grandfathered under old contract. Council agree. Council discussed Motion was set forth.

Motion set for new Community Hall Rental Contract with changes effective March 1

Motion Sherry Stuvick Second Karen Miller All in favor: yes Motion carried

Sandra stated that the contract will be available online at the city hall’s website and there is a new Facebook page for the city hall called Town of Shambaugh Iowa. She stated that city run and council member run for any council members whom like to help. She is posting information. Mahlon reminded council members if you post anything you must give the community 24 hours. Sandra stated that she has been well within the regulations.

Council: None

Public: None

Adjournment

Motion Sherry Stuvick Second Karen Miller All in favor: yes Motion carried