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| Shambaugh City Council Meeting Minutes April 1, 2019 |

# Call to order

A meeting of Shambaugh City Council Meeting was held at Shambaugh City Hall on March, 2019. Attendees included Ron Peterman, Mahlon Sorensen, Sam Woodruff, Kevin Johnson, Karen Miller, Patty Johnson, Joe Dow, Lyle Palmer and Sandra Bilokonsky. Sherry Stuvick absent due to death in family. Quorum was present.

# Approval of minutes

Motion Karen Miller Second Kevin Johnson All in favor: yes Motion carried

# Reading of Agenda

Motion Karen Miller Second Joe Dow All in favor: yes Motion carried

# Reports

On March 6th was dispatched to Church of God for strong smell of propane, deputy located 2 tanks that could have discharged from pop off but nothing was coming out at that time. On the 7th 106 Hersey, Kyle had ran away again. Kyle was sitting in his room, told mother he had not ran away. On the 11th picked up a male juvenile at 106 Hersey transported him to Clarinda Academy for placement. On the 15th John Stone at his brother’s house for a parole violation. On the 27th statewide tornado siren drill, they worked. Hours: 26.4 hours Council had casual banter about new traffic on highway 71.

# Unfinished business

Attorney Mahlon stated he is still awaiting to hear from Gary Kent, Sandra stated that she is spoke to Gary, he did in fact receive his letter. Mahlon asked Sandra if he went to the county assessor. Sandra stated she didn’t think so, since he had been undergoing some health issues and had been busy. Mahlon stated the legal description is the important thing on the legal paperwork. Sandra stated she will contact Gary in regards to the matter. Mayor stated moved to the Cheryl Campbell property, he stated he has not seen any progress on the property or house. Kevin stated he drives past there 2/3x a day and does not see anything going on with the property. No activity. It was stated if she was working on the inside would see some actions. Patty asked what the next action to take is. Ron stated that is for the council to decide. Council discussed, all possibilities. City discussed the possibility of lawsuit. City council stated as a city we cannot afford to keep paying $5K to $10K to clean up properties. Patty stated she was not into any costs for taking properties. Sandra stated it is not in the city’s budget. The biggest concern is even if the outside of the house was cleaned up, would it sit there for next 20 years. Patty moved to take the property. Sandra stated she wishes a developer would come in and take some of the properties and make low income housing, to bring in tax revenue for the city. It was stated by several council members that it if you could build cheap enough that would be ideal. Council discussed the plot. Council discussed possible cost of removal. Safety concerns was also discussed such as animals entering in the dwelling.

Motion set City to Move forward to take possession Cheryl Campbell property (213 Forth St)

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

Mahlon asked the council if they think they could do a fundraiser for issues such as city taking properties. Council stated it would be pretty difficult around here.

Chambers property was discussed. He has until November. Patty asked if he does not fulfill the contract then the city does get the property back, Mahlon stated that is correct. The house next to Karen was discussed, in conclusion Alisa had sold it to someone earlier this year.

# Motion to Bills and Unpaid Bills

Motion Karen Miller Second Kevin Johnson All in favor: yes Motion carried

Sandra did state IRS quarterly reports will be due in April, however doesn’t know the amounts until she gets them from the accountant.

# Business

Water/Sewer: Sam stated everything is running good on water and sewer side.

Sandra and Sam meet with Jodi in regards to recommendations for water and wastewater ordinances. Sandra stated that a subcommittee was needed to be formed, however Patty stated there was no need for a subcommittee due to the information obtained. Sandra presented the council with Shambaugh Water and Wastewater Rate Review worksheet, this worksheet reflects the meeting Sandra, Sam and Jodi had. Sam stated our current rate on waste water is $25 for the first 2000 gal then $1 per 200 gal which equates to $5 per 1000 gal . He stated he wanted to see the base rate change to $26 and flow rate to $6 per 1000 gal, but bill per 1000 gal, not per 200 gal. Ron stated if you used 2150 gal you would be charged 3000 gal. Patty agree, but asked how many people would this effect on the 2000 gal as far as our low users. Her concern was is “if an single elderly woman, uses 50 gals over the allotted 2000 gal, she will have to pay that 1000 gal” Sandra stated that is where she wanted to interject, to explain the breakdown of the billing of the $5 per 1000 gal rate to the $1 per 200 gal rate. Sandra presented a rate breakdown from the water program showing the rate breakdown per 100 gal the program charges. The program prorated the cost down to 100 gal. Sandra also demo how meters are read. Sandra stated she did speak to RVS software that Software Company responsible for our billing software, after the meeting to see if billing to 1000 gal is even possible. Company did state it was possible by 2 ways, however she would have to contact the company if the council was to make the ordinance change. She understands where Sam is coming from because the 2013 ordinance states to be billed per 1000 gal, at that time the previous clerk was doing things still by hand, therefore was rounding meter reads up by per 1000 gal. (Currently our meters are 100gal) Sandra stated her concern is that her end of the month reports if we as a city was to round the meter reads. Sandra did state she is in agreement however the small change will make more money for the city.

Projected Revenue (discussed): Based on 79 uses (sewer) 82 users (water)

Sewer: Base Rate (2000gal) $26 Flow Rate (per 1000 gal) $6 $35736.00

Water: Base Rate (2000gal) $46 Flow Rate (per 1000 gal) $6 $55488.00

Ron noted along with the recommendations Jodi suggested a 3% raise annually effective in July. Sam stated the water rate recommendations of $46 as base and $6 per 1000 gal. Patty asked again if Jodi thought the projected figures was good for the city in regards to rate studies. Sandra and Sam both stated that yes, she helped in providing the figures for the city. Sandra stated the as a team they worked together on recommendations, however Jodi sent the projected increase options. Ron and Kevin both stated it is reasonable change. Patty stated we need to do something because it is “sinking feeling”. Sam stated he was at a water meeting just recently and he learned that rural water may leave from Clarinda water, and start their own project. We all agreed that in the end it “someone” will end up having to pay for that.

Motion to Rate Increase Sewer: Base Rate (2000gal) $26 Flow Rate (per 1000 gal) $6 Water: Base Rate (2000gal) $46 Flow Rate (per 1000 gal) $6 Rate increase 3% effective July and City Clerk to Publish

Motion Patty Johnson Second Joe Dow All in favor: yes Motion carried

Mayor: None

Clerk: Sandra stated that Sam came to her with the idea of flood victim’s fundraiser, so she and Sam quickly put one together after the floods. To date the fundraiser raised $327. Sandra told the council she thinks the money should go towards “our neighboring communities” to Fremont County. Sandra stated that she found the news release for the official flood fund for Fremont County and ask for the council to be in agreement that funds be sent to the Fremont County Community Foundation Flood Fund. Council agreed that funds will be distributed to Fremont County Flood Fund. Council discussed recent flooding.

Motion distribution of fundraiser funds to Fremont County Flood Fund for the amount of $327

Motion Patty Johnson Second Kevin Johnson All in favor: yes Motion carried

Sam and Sandra discussed future fundraiser, possible ice cream social once weather is nicer. Sandra stated that Karen contacted city hall for use of hall once again for Bible School. She has made attempts to contact Karen and has ask anyone on council to please let Karen know, she is schedule. Council agreed use of building for Free for Bible School June 24-27. Sandra stated she has set up an Amazon business account to order supplies. Council is in agreement with Sandra setting up the Amazon account. She filled out tax exempt paperwork on 4/1/2019.

Patty discussed possible hiring someone to clean the floors at city hall on a need base. Council discussed possible solutions. It was in agreement the floors are the main issue. It was stated that floors need to be done on a seasonal base.

Council: None

Public: None

Adjournment

Motion Karen Miller Second Joe Dow All in favor: yes Motion carried