

Sutherland, Iowa City Council Meeting – January 8, 2018 – 7:00 PM – 110 Ash Street – Meeting Room

Mayor Kay Gifford called the council meeting to order. Roll call showed council members present were: Steve Koch, Jack Wallinga, Bruce Engelke, Johanna Homan, and Dennis Templer. Others present were: Nancy Hill, Margaret Dau, Joe & Mary Sweeney, Jill Jurgensen, Drew Gifford, Mark & Lisa Smith, Mark Shriver, Rebecca Webster, Michael Esteves Jr., Dan Wetherell, Connie Cody, Mike & Sharon Flinders, Mark Mahoney – Review, Corey Zimmer and Officer Jami Webster. Dennis Fogelman arrived at 8:11 p.m.

City Clerk welcomed the new Mayor and Council Members.

Mayor Gifford thanked the public for attending. She thanked Liz, Jill and Joe for their service. Mayor Gifford has added Public comments to the agendas and asked that anyone wishing to make comments stick to the agenda items and keep their comments to 3-5 minutes. Mayor Gifford will be establishing office hours at City Hall and invited citizens to seek her out to discuss any issues or concerns they have with the city.

A motion was made by Wallinga seconded by Homan to approve the agenda, previous minutes and clerks report. All were in favor. Motion carried.

Michael Esteves Jr. came before council to ask for help with the water bill he received. Corey advised that he found a toilet running continuously and the water softener was attempting to regenerate when he entered to check the meter. Council asked Mr. Esteves Jr. several questions regarding the plumbing issues. Council advised he should have his landlord contact rural water to see if they would offer any kind of a discount or refund. Council advised Mr. Esteves Jr. to pay \$214.26 of this bill by January 10<sup>th</sup>, then a payment plan can be made on the remaining balance for the next 12 months as long as he stays current on all other billings. A motion was made by Templer to allow for up to 12 months with no late fees for Mr. Esteves Jr. to pay this billing. All were in favor. Motion carried.

Council reviewed the bills. Council advised to bill the vet bill to the resident involved. A motion was made by Engelke seconded by Koch to pay the bills. Roll call: Ayes – Jack Wallinga, Bruce Engelke, Johanna Homan, Dennis Templer and Steve Koch. Motion carried.

Library Report was given by Dan Wetherell. He announced programs the library offers and upcoming programs. Margaret Dau resigned from the board. A motion was made by Homan seconded by Engelke to approve the recommendation of Gordie Richter to the Library Board of Trustees. All were in favor. Motion carried.

Fire and Ambulance Report was given by Chief Mark Shriver. They will be measuring for the rest of their bunker gear. There will be a CPR Class at the Fire Station on Sunday, January 28<sup>th</sup> at 1:00 p.m. The cost of the class is \$25.00 per person and anyone from the public is welcome to attend. Chief Shriver informed the council that they will be switching ambulance billing companies in the near future.

Police Report was given by Officer Webster. The bear program was very successful. Officer Webster was overwhelmed by the response. The SPD and R.L. Johannsen Center are hosting a Ladies Night Out on January 27<sup>th</sup> from 7 - 10 p.m. with ticket sale proceeds going to CAASA. There will be wine and other vendors. Tickets can be purchased at local businesses prior to the event, or the night of the event. Cost is \$10 per ticket. All attendees must be 21 or older.

Communications and topics for discussion:

Mayor Gifford appointed Jack Wallinga as Mayor Pro-Tem.

Mayor Gifford appointed the following Standing Committees: Water: Jack Wallinga & Bruce Engelke; Streets & Sidewalks: Dennis Templer & Jack Wallinga; Sanitation Sewer: Bruce Engelke & Jack Wallinga; Lights:

Dennis Templer; Park: Johanna Homan; Weeds, Debris & Property Maintenance: Steve Koch and Bruce Engelke; Sanitary Landfill: Dennis Templer; Town Property: Johanna Homan & Steve Koch; Community Fund: Steve Koch & Johanna Homan; Spruce up Sutherland: Sharon Flinders, Johanna Homan, Mayor Gifford & Natosha Petitt.

Mayor appointed Dennis Templer as the City's representative to NW IA Area Solid Waste with Johanna Homan as the alternative.

A motion was made by Koch seconded by Homan to accept Resolution 2018-01 "Resolution Naming City Depositories". Roll call: Ayes – Bruce Engelke, Johanna Homan, Dennis Templer, Steve Koch and Jack Wallinga. Motion carried.

A motion was made by Engelke seconded by Homan to approve Resolution 2018-02 "Resolution Adopting Investment Policy". Roll call: Ayes – Johanna Homan, Dennis Templer, Steve Koch, Jack Wallinga and Bruce Engelke. Motion carried.

A motion was made by Koch seconded by Engelke to approve Resolution 2018-03 "Resolution authorizing the City Clerk and Mayor to pay certain claims prior to Council approval". Roll call: Ayes – Dennis Templer, Steve Koch, Jack Wallinga, Bruce Engelke and Johanna Homan. Motion carried.

A motion was made by Engelke seconded by Templer to approve Resolution 2018-04 approving Northwest Iowa Review as the official publication for the City of Sutherland. Roll call: Ayes – Steve Koch, Jack Wallinga, Bruce Engelke, Johanna Homan, and Dennis Templer. Motion carried.

A motion was made by Templer seconded by Homan to approve Resolution 2018-05 appointing Natosha Petitt as City Clerk for a two year term. Roll call: Ayes – Jack Wallinga, Bruce Engelke, Johanna Homan, Dennis Templer and Steve Koch. Motion carried. Mayor Gifford swore in Natosha Petitt as City Clerk.

A motion was made by Engelke seconded by Wallinga to approve a new three year lease for the pump house. Roll call: Ayes – Bruce Engelke, Johanna Homan, Dennis Templer, Steve Koch and Jack Wallinga. Motion carried.

A motion was made by Templer seconded by Homan to approve a new three year lease for Town & Country Saddle Club. Roll call: Ayes –Johanna Homan, Dennis Templer, Steve Koch, Jack Wallinga and Bruce Engelke. Motion carried.

City Hall hours were discussed. A proposal to keep City Hall open later in the day was reviewed. No changes will be made.

The current Employee Handbook was discussed. Last done in 1996, not up-to-date with Federal and State laws. Council discussed the possibilities of updating the book. Clerk will contact NWP&D with questions and bring responses to the Budget Workshop on January 18<sup>th</sup>.

#### Standing Committee Reports:

Water – replaced the heater and purchased a small heater as a backup. Will get another small heater as a backup for the water tower heater. Need to look into replacing the recirculating pump in the tower.

Sanitation (sewer) –Problem with manhole at High and Second St again, not enough flow to keep it clear. May have to have it removed this year.

Town Property – tractor blade to Huffman's for repairs.

Weeds and Debris – List sidewalk ordinance on Channel 16.

Lights – Light at the library, missed one of the old lights on Second St. Suggestion to add a light at the water tower.

Mayor Gifford reminded council and department heads that the Budget Workshop is set for Thursday, January 18<sup>th</sup> at 7:00 p.m. in the Meeting Room.

A motion to adjourn was made by Engelke seconded by Homan. All were in favor. Motion carried.

\_\_\_\_\_ Mayor Kay Gifford

\_\_\_\_\_ Natosha Petitt City Clerk