



City of Stanhope
600 Main Street, P.O. Box 128
Stanhope, Iowa 50246-0128
Telephone: 515.826.3290
Facsimile: 515.826.4290

City Council Proceedings August 8, 2023

ROLL CALL

Mayor Jeff Schroeder, at the Community Center located at 600 Main Street, called the regular meeting of the Stanhope City Council to order at 6:00 P.M. on August 8, 2023. Members answering roll call were: **Vickie Anderson, Terry Painton, Shaunna Zanker, & Beau Jensen via phone.** Members of the public present: Cathy Springer, Polly Hayes, Bob McNally, Brandi Dilley, Robert Johnson, Jill Haman, Mindy Hetland, Wayne Romp, and Brad Anderson. **Clerk Neuberger** acted in the position of Secretary. Beau Jensen arrived at the Community Center at 6:12 PM.

CONSENT AGENDA

Motion by Terry Painton, seconded by Beau Jensen, to approve the consent agenda consisting of the following: B-1. Approval of the agenda for 08/08/2023, notice of which was published as prescribed by 1-4 .0105 (2) of the Stanhope Code of Ordinances, 2008 on 08/04/2023, B-2. City Council Minutes of 07/11/2023. B-3. Approval of the payment of claims in the amount of \$142,196.77 and B-4. Approval of the financial reports for the period of 07/01/2023 through 07/30/2023. Vickie Anderson-aye, Beau Jensen-aye, Shaunna Zanker and Terry Painton-aye. Motion carried.

APPROVAL TO REMOVE ADA RAMP

Motion by Shaunna Zanker seconded by Terry Painton to remove the ADA ramp located in the sidewalk of 400 block of Parker Street. This is only for the ramp in the middle of the sidewalk. The ramps located on the north and south ends of the sidewalk will remain. Council will approve a new location for the ADA accessible parking spot at another meeting once they review the options. **Beau Jensen-aye, Shaunna Zaker-aye, Terry Painton-aye and Vickie Anderson-abstained due to conflict of interest. Motion carried.**

APPROVAL OF MOU – IOWA DEPT OF REVENUE

Motion by Vickie Anderson seconded by Terry Painton to approve the Memorandum of Understanding between the Iowa Department of Revenue and the City of Stanhope regarding the State Setoff Program. Stanhope currently utilizes the Offset program ran through the Department of Administrative Services. With reorganizing, the program is being renamed the State Setoff program and is going to be ran though the Department of Revenue. Clerk Neuberger explained that the program helps collect unpaid utility bills, like a collection agency through the state. The city has submitted accounts in the past and has been able to collect some past due amounts from the program. **Beau Jensen-aye, Shaunna Zanker-aye, Vickie Anerson-aye & Terry Painton-aye. Motion carried.**

APPROVAL OF RESOLUTION 2023-2024-03

Motion by Vickie Anderson seconded by Terry Painton to approve Resolution 2023-2024-03 approving the MOU between the Iowa Department of Revenue and the City of Stanhope, Iowa for participation in the State Setoff Program. **Roll Call Vote: Terry Painton-aye, Vickie Anderson-aye, Shaunna Zanker-aye, and Beau Jensen. Motion carried.**

Continued

**City of Stanhope Agenda
Stanhope City Council Meeting
Tuesday August 8, 2023 at 6:00 P.M.**

APPROVAL OF EMS/FIRE GAS CARDS

Motion by *Shaunna Zanker*, seconded by *Vickie Anderson* to approve new Heartland Co-op gas cards for the Fire/EMS department. Clerk Neuberger spoke with Heartland Co-op for options. The first option was to have each Fire/EMS member have their own card and individual pin. The second option was to have a card for each vehicle and have an additional step at the terminal to enter a vehicle number which will correspond to the individual using the card. Council agreed that the second option would be best and easiest to track who is using the cards. **Roll Call Vote: *Shaunna Zanker-aye, Vickie Anderson-aye, Terry Painton-aye, and Beau Jensen-aye.* Motion carried.**

PUBLIC WORKS REPORT

Jeff gave an update on things that Tim has been doing lately. Some of the items he has been working on are: cleaning up and organizing the shop, cleaned up around the community center by trimming back some bushes and power washed the building. He has been surveying the dead ash trees so we can get a quote for removal. He has been mowing and spraying around town. He continues to work on his list and meets with Jeff weekly to go over what needs to be done and what is priority.

OLD & UNUSED CITY EQUIPMENT

Once Dan starts, they will be going through the old and unused equipment to see if there is anything the city no longer uses or needs. The money made from the selling of equipment can then be used to purchase new equipment.

UPDATES NEEDED IN WATER PLANT

The water plant is in need of updates and repairs. Toni has contacted Bolton-Menk and they will schedule a meeting to come up and review the water plant and hopefully give us some options and cost so we can look into funding. Vickie asked about the stainless steel tank in the water plant and if it possibly has a warranty. Jeff said he would try to look and see if it does.

POSSIBLE TEMP HELP

Toni will be out of the office for a few weeks. She spoke with a few people but they were not able to help at this time. Shaunna offered to help if someone needed something. Dee will also be working her normal hours at the library and can help some as well. Toni will work remotely for the time she is unable to come into Stanhope. Please be patient during this time.

APPOINTMENT OF NEW COUNCIL MEMBER

Jeff informed council that one letter was turned in on time and a second letter was turned in the day of the council meeting. The public notice did have a deadline of August 2nd. City attorney said the letter can be accepted but to make sure the council knows it was turned in late. Jeff wanted to check with the city attorney and county auditor before appointing a new council member. There are only a few meetings before the election and his hope is to wait until the election and let the residents vote. If we are not able to wait for the election, council will hold a special meeting to appoint. The appointment is tabled to the next meeting so Jeff can verify if the council needs to appoint or if it can wait until the election in November.

Continued

**City of Stanhope Agenda
Stanhope City Council Meeting
Tuesday August 8, 2023 at 6:00 P.M.**

APPOINTMENT OF MAYOR PRO-TEMPORE

Mayor Jeff Schroeder appointed Beau Jensen as Mayor Pro-Tempore

NON-AGENDA ITEM #1

Toni informed council that the August bills came with a notice stating that there will be a drainage meeting on August 30th. It has been moved to August 21st at 7:00 pm.

NON-AGENDA ITEM #2

Beau Jensen would like to talk about speed cameras on Parker Street. Toni stated that she believes Chief Turpen was looking into it.

NON-AGENDA ITEM #3

Reminder that the city wide power outage will be August 16th starting at 4pm for maintenance work on the substation. Shaunna said the power outage should only take 2 hours but could possibly take longer. It was asked if the community center would be available, Jeff said we could probably have it open if anyone needs to get out of the heat.

NON-AGENDA ITEM #4

Brandi Dilley asked about the children at play sign. Toni informed her that she talked to Tim about it today and it is on his list. He is wanting to check with Chief Turpen as to the correct placement.

NON-AGENDA ITEM #5

Jared Pringle informed council that he called 911 last Monday and waited for 20 min and nobody showed up. Brad Anderson informed council that they are not authorized to leave for a call without a licensed EMT. Beau said it should be dispatch that calls another town if there is nobody to respond. It was discussed that most of our volunteers have jobs and are not available during the day. It is a problem in most rural areas, finding the volunteers and having them take the EMT classes. The department is always looking for volunteers.

ADJOURNMENT

**Motion by *Shaunna Zanker*, seconded by *Terry Painton* to adjourn the meeting. *Vickie Anderson-aye, Beau Jensen-aye, Terry Painton-aye, and Shaunna Zanker. Motion carried.*
Time: 6:56 P.M.**

ATTESTATION

***Toni Neuberger, City Clerk*
*Jeff Schroeder, Mayor***

ATTEST:

Toni Neuberger, City Clerk

Jeff Schroeder, Mayor