

The Sheldon City Council met in regular session on Wednesday, December 21, 2016 at 4:30 p.m. Mayor Katricia Meendering called the meeting to order. Roll call was taken. Present: Pete Hamill, Randy Fonkert, Brad Hindt, Zach Sawyer, and Greg Geels. Also present: Sean, Hutchison, Todd Uhl, Curt Strouth, Angela Beckman, and Lyle Bolkema.

Public Comments: Don Schulz from Railroad Avenue stated that he has had a problem with his property and the addition to an adjacent property for 3 ½ years now. He accused the City of not enforcing the zoning permit that was issued to ROME. He also stated that the addition at ROME has created a drainage problem on his property. Mayor Meendering encouraged Mr. Schulz to contact the City Office to set up a time for the Mayor, City Manager and Schulz's to meet and discuss their issues.

A motion was made by Hindt and seconded by Sawyer to approve the consent agenda with the following items:

- a. Minutes of December 7, 2016, boards and commissions.
- b. Summary list of claims and additional presented, boards and commissions.
- c. Financial reports for November, 2016
- d. Approval of Resolution R16-4330, Bank Signature at Northwestern Bank & Resolution R16-4311, Bank Signature at People's Bank.
- e. Approval of SCAT applicant, AmberLea Kaster

Roll call was taken. Ayes, all. Motion carried.

Discussion was held on the management for Crossroads Pavilion. Mayor Meendering stated that the discussion today will be on the job description and salary range for the position. Hindt and Geels didn't feel that the position should be someone with accounting experience, it is more of a marketing position, they also feel that the position will require working of nights and weekends. Discussion was held on what the salary range will be for the position and if an incentive/bonus could be paid. Staff will look into that. Hindt also questioned the supervision of this position. Hutchison will research the structure of a Board that is governed by a City. It was the consensus of the Council to have the Committee create an advertisement to put in the newspaper and on the radio, as well as use their discretion whether to advertise a salary range or not. Strouth asked where resumes should be directed, it was the consensus that resumes go to the City Manager. A motion was made by Hamill and seconded by Fonkert to approve the job description with the following changes: Bachelor degree from a 4 year college or university with 3 to 5 years experience; working evenings & weekends will be required; add language that gives the manager authority to delegate duties. Roll call was taken. Ayes, all. Motion carried.

A motion was made by Hindt and seconded by Hamill to approve pay estimate #5 for the Crossroads Pavilion in the amount of \$457,175.15. Roll call was taken. Ayes, all. Motion carried.

A motion was made by Fonkert and seconded by Sawyer to approve pay estimate #6 for Airport 6-T Hangar Project in the amount of \$19,927.03. This is the final pay estimate, not including the retainer. Roll call was taken. Ayes, all. Motion carried.

Hindt expressed his dislike of the \$34,650 engineering cost for the Airport to purchase snow removal equipment. Uhl stated that it is a higher amount due to the FAA required paperwork. He also stated that he nor the City Manager could do the required paperwork. Reluctantly, a motion was made by Geels and seconded by Sawyer to approve the engineering agreement with DGR for the snow removal equipment at the Sheldon Regional Airport. Roll call was taken. Ayes, all. Motion carried.

A motion was made by Sawyer and seconded by Hindt to set January 18, 2016 at 4:30 p.m. for a public hearing to consider a budget amendment for fiscal year 2016-2017. Roll call was taken. Ayes, all. Motion carried.

The Council discussed the Consultancy Agreement with Rachelle Fratzke for the Crossroads Pavilion. Fratzke will assist the committee with setting rates, getting the facility booked, and opening Crossroads Pavilion. Her fee is \$18 per hour and will be paid from the Crossroads Pavilion fund. A motion was made by Hamill and seconded by Sawyer to approve the Consultancy Agreement with Rachelle Fratzke. Roll call was taken. Ayes, all. Motion carried.

A motion was made by Hamill and seconded by Fonkert to set December 30, 2016 at 7:00 a.m. for a public hearing on the Franchise Agreement with HTC Communications. Roll call was taken. Ayes, all. Motion carried.

Staff Comments: None.

Council Comments: Mayor stated that Hutchison will be in contact with Attorney Whorley about union negotiations and would like a Council person to attend the negotiations. She also wished everyone a Merry Christmas, and asked people to slow down. There are some slick areas yet, but people still need to do their best to stop at stop signs.

A motion was made by Hindt and seconded by Sawyer to adjourn at 5:27 p.m. Roll call was taken. Ayes: all. Motion carried.

Angela Beckman, City Clerk