

(Subject to Approval)
CITY OF SWISHER, IOWA
SPECIAL COUNCIL MEETING MINUTES
DECEMBER 6, 2021

This meeting was also held electronically. Anyone could attend in person, dial-in or connect electronically to hear the meeting.

Call to Order: Mayor Taylor called Special Council Meeting to order at 6:00 p.m. on December 6, 2021, at Swisher Public Library, Swisher IA.

Council Present: Rebekah Neuendorf, James Rowe, Michael Stagg. Attended electronically on Zoom: Mary Gudenkauf. Absent: Kody Pudil.

Also present: City Clerk Tawnia Kakacek, City Engineers Matt Wildman and Tim Cutsforth. Electronically on Zoom was Kris Heims, Chad McCleary-Ion Environmental.

Agenda: Motion by Stagg, seconded by Rowe to approve the agenda. Call for vote. All ayes. Motion carried. Absent: Pudil.

Sewer Study on Future Developments: Wildman and Cutsforth presented and discussed Sanitary Sewer Capacity Evaluation report with Mayor and Council. Wildman noted the following: design life span for the sewer plant with 3% growth each year was to be to 2029; since the future developments could maximize the capacity of the plant, city should start planning for an upgrade to sewer plant when it is at 75% capacity. Cutsforth recommended the city do a GPS sewer model of existing sewer lines for entire city, and this could also be used as part of an asset management plan. Stagg noted the council needs to talk about doing a sewer study of existing lines thru town in near future. McCleary noted the plant is not setup for easy expansion of another tank and would need to add blowers. It was also recommended to do rate study to plan for the improvements. Kakacek noted she was going to present during 2022 budget sessions setting monies aside for the sewer plant upgrades.

Gudenkauf left at 7:19 p.m.

HR Manual: Council discussed staff vacation policies, regarding accrual of hours and carryover hours. Neuendorf noted she would like it to be consistent with accrual of sick leave (accrued per pay period and immediately available). Kakacek read Fear's recommendation of vacation hours. Council was okay with the total allotted vacation hours in the HR Manual, but did not come to an answer on the accrual model. Rowe noted he would like to hear from Hoover and Kakacek on the vacation and encourage all employees to take their allotted time off and appreciate all their work. After discussion, council decided not to make any amendments to manual until the other 2 council members would be present and give their thoughts.

Adjournment: Motion by Rowe, seconded by Stagg to adjourn. Call for vote. All ayes. Motion carried. Meeting adjourned at 8:42 p.m.

Tawnia Kakacek, City Clerk/Finance Officer

Christopher Taylor, Mayor