



Shirley Town Council Minutes  
January 11, 2021

**Open Council Meeting:**

**Call to Order:**

David Messer – Council President, Becky Perkins – Council V President, Robin Rinehart – Council,

**Others Present:**

Teresa Hester – Clerk Treasurer, Brian Vaughn – Maintenance, Brian Pryor – Police Chief, Attorney – Tracy Newhouse

**Minutes** – Approve Minutes from December 14, 2020 council meeting and Year End Meeting December 29, 2020 – David Messer moved to approve, Robin Boucher second, motion carried. 3-0

**Guests:**

- Kent Schuck
  - Gave council information of the work that was done since 2018
  - IDEM Settlement Conference – Letter that needs sent to IDEM
- Jeff Lance
  - Presenting legal description for closing the alley and street that separates Tech Castings property.
  - Plan to have a public hearing at the next council meeting.

**Department Head Reports:**

Utilities – Nicole Alexander

- Discussion about customers that are behind on their utility bill. Currently have two that have not done what they agreed too. Council decided to shut off and move forward with TREC's program. Don't make an agreement, they broke the previous agreements.

Fire – Andy Ebbert Fire Chief

- Approval of new Fireman – David Messer moved to accept Logan Splater as a Shirley Volunteer Firemen. Becky Perkins second, motion carried. 3-0

Maintenance – Brian Vaughn

- David Messer moved to approve the purchase of weed spray at cost of \$1585.32, Robin Boucher second, motion carried.
- Discussion about new lawnmower
- Discussion of float issues with the Iron Filter
- Will be starting emergency discharge at ponds beginning 01/12/2021
- Request to rent a stump grinder to remove stumps from trees that have been cut down. David Messer moved to approve, Robin Boucher second, motion carried.

Police – Brian Pryor Police Chief

- Asked concerning retirement if an employee retires do they get to keep the town insurance. Clerk/Treasurer stated that from talking with other communities, they don't offer insurance to their retirees. David Messer stated that the Town would not be able to afford the insurance for retirees.
- All PD Vehicles need new tires, approximately \$1850 for all. Clerk Treasurer stated that the tires on the Charger were less than a year old and on the Ram Truck were only 14 months old. Brian Pryor stated the charger has had a front-end issue and the truck had

soft tires and didn't last as long as stated. David Messer moved to approve, Becky Perkins second, motion carried.

- DOJ grant is a reimbursement grant. Grant monies come in after we purchase the computers. All paperwork will be given to clerk/treasurer for records. David Messer moved to approve, Robin Boucher second, motion carried. Amount is \$39,960.00. Town Attorney stated this would be proper procedure.
- Gave quote for repairs needed to the Dodge Ram \$389.95

Town Clerk/Treasurer – Teresa Hester

- Fund Report
  - Reported on water fund, if there are major issues with the iron filter town will need to look at how to fund repairs.
- Accountability
- Accounting Service Agreement – David Messer moved to approve, Robin Boucher second, motion carried. 3-0

### **Old Business:**

- Update on park annexation – Town Attorney still working on
- Update on Shirley Wilkinson Ambulance Service – Wilkinson Town Attorney is supposed to be working on a redline version of proposal. Will send to council once received.
- Update Alley/Street Closures – Town Attorney
  - Suggested resident provides the legal description of their property. Teresa will inform the residents of this if they wish to have alley closed.
- Changing Employee Manual to add new policies
  - In regards to bullets below Council Member David Messer will be reviewing the employee manual and making needed adjustments. Will be brought back to council for approval.
    - Employee other than Police carrying a gun – Clerk/Treasurer to check with insurance company.
    - Employee's take home vehicle and personal use - Clerk/Treasurer asked Attorney about using a 1099 for town employees having take-home vehicles. Tracy will look into this and let clerk-treasurer know.
    - On call time starts when leave home and returning home.

### **New Business:**

- Attorney Employment Agreement – Tabled until the next meeting
- COVID-19 Employee pay – Currently have an employee who is off due to the coronavirus. Discussion on paying employee while off due to the coronavirus. Council member David Messer moved to pay two weeks wages for an employee who test positive and/or are quarantined. This is a onetime allowance. Becky Perkins second, motion carried 3-0. Stated this needs to be added to the employee handbook.
- CARES ACT – Discussion on how to use the funds that were received. Suggestions from Council member Becky Perkins: night cameras at the park, landscaping for trail, playground equipment, and a lighted stop sign were some of the suggestions.
- Sign Nepotism's – All council members and clerk/treasurer signed.
- Approve and sign Conflict of Interest – Council member Robin Boucher and Clerk/Treasurer Teresa Hester signed conflict of Interest statements. Clerk/treasurer will upload into the gateway system.
- Truck driver that hit tree by delivering to Wholesale Warehouse INC. called asking if the town was liable for the damage done to his trailer. Discussion Town Attorney didn't believe this to be a town liability,



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**Claims:**

- Approve Payroll Allowance Dockets – David Messer moved to approve, Robin Boucher second, motion carried. 3-0
- Approve Claims to be paid – David Messer moved to approve, Becky Perkins second, motion carried. 3-0

**Adjourn:**

- David Messer council president closed the meeting.

**David Messer (Council President)**

**Teresa Hester (Clerk/Treasurer)**