

COUNCIL MINUTES  
REGULAR SESSION  
JANUARY 2, 2018

Charles City city council met in regular session on January 2, 2018 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Jerry Joerger, DeLaine Freeseaman, Michael Hammond and Dan Mallaro. Also present were city administrator Steve Diers, city engineer John Fallis and city attorney Brad Sloter.

Citizen Comments - none

Mayor Andrews welcomed everyone to the meeting.

Motion by Freeseaman, second Mallaro to approve the agenda. Ayes - 5

Motion by Starr, second Joerger to approve the December 18 minutes. Motion then rescinded and no action was taken on approving the December 18 minutes.

Motion by Hammond, second Freeseaman to approve the consent calendar. Ayes - 5 Consent calendar consisted of the following: approve renewal of Class WB wine permit for Darbe and Co and payment of claims (including those approved by other boards):

58442	WILLIAM VANCE, serv.	\$176.50
58443	BLUHM CEDAR VALLEY ELECTRIC, serv.	\$2,829.00
58444	BRIAN CIMIYOTTI, security deposit refund	\$200.00
58445	BRUENING ROCK PRODUCTS, supp.	\$11.55
58446	BUSINESS CARD, supp.	\$91.93
58447	C NABER & ASSOCIATES, serv.	\$395.00
58448	CENTURYLINK COMMUNICATIONS, serv.	\$206.87
58449	CHARLES CITY PRESS INC, serv.	\$66.00
58450	CINTAS CORPORATION, serv.	\$53.76
58451	CITY OF CHARLES CITY, serv.	\$2,876.06
58452	HAPPY SOFTWARE INC, supp.	\$100.00
58453	HOCKENSON PLUMBING, serv.	\$146.50
58454	IDOT-CASHIER'S OFFICE, supp.	\$162.80
58455	IOWA DEPT OF PUBLIC HEALTH, serv.	\$180.00
58456	JENDRO SANITATION SERVICES, serv.	\$622.00
58457	JOHN DEERE FINANCIAL, supp.	\$112.30
58458	LINDERMAN HEATING & AIR, supp.	\$5,853.39
58459	MARCO TECHNOLOGIES, serv.	\$212.97
58460	MIDAMERICAN ENERGY, serv.	\$5,492.74
58461	MIKE MOLSTEAD MOTORS, supp.	\$88.10
58462	MIKE'S C&O TIRE, serv.	\$12.60
58463	NOAH, SMITH, SCHUKNECHT & SLOTER, serv.	\$32.00
58464	OBERHOLTZER BAKERY, supp.	\$80.00
58465	PITNEY BOWES-LEASE ACCT, serv.	\$54.09
58466	PLUNKETT'S PEST CONTROL, serv.	\$2,040.35
58467	RESERVE ACCOUNT, serv.	\$700.00
58468	SCHUETH ACE HARDWARE	**VOIDED**

58469	SCHUETH ACE HARDWARE, supp.	\$1,348.72
58470	STOCK GLASS/GRAPHIC GALLERY, serv.	\$220.20
58471	SUPERIOR LUMBER INC, supp.	\$471.08
58472	T-J SERVICE INC, serv.	\$204.97
58473	TITUS LOCK SERVICES, serv.	\$391.90
58474	TRENT PARKER, serv.	\$137.50
58475	UNITED STATES CELLULAR, serv.	\$92.51
58476	WELLS FARGO VENDOR FIN SE, serv.	\$252.02
58477	YARDI RESIDENT SCREENING, serv.	\$10.50
58478	IOWA PRISON INDUSTRIES, supp.	\$225.00
58479	TREAT AMERICA FOOD SERVICES, supp.	\$1,429.46
58480	HOMETOWN SALES & SERVICES, supp.	\$5,800.00
58481-58500	PAYROLL ENDING 12/23/17	\$80,892.56
58501-58508	PAYROLL LIABILITIES	\$101,764.36
58509-58514	CC PUBLIC EMP HEALTH PLAN, serv.	\$59,983.56
58515-58529	JANUARY HAP CHECKS	\$18,463.61
ACH	JANUARY HAP CHECKS	\$45,802.87
ACH	AUXIANT, serv.	\$356.40
ACH	BANCORPSV, serv.	\$700.50
ACH	BANKERS TRUST, serv.	\$33,020.22
ACH	CAROLYN KACER (FGP), mileage	\$17.82
ACH	DARLENE TOYNE (FGP), mileage	\$8.64
ACH	IOWA FINANCE AUTHORITY, serv.	\$4,350.00
ACH	IOWA FINANCE AUTHORITY, serv.	\$10,640.00
ACH	IOWA FINANCE AUTHORITY, serv.	\$120,375.00
ACH	IOWA FINANCE AUTHORITY, serv.	\$7,820.00
ACH	IOWA FINANCE AUTHORITY, serv.	\$16,730.00
ACH	IOWA FINANCE AUTHORITY, serv.	\$9,160.24
ACH	IOWA WORKFORCE DEVELOPMENT, serv.	\$174.63
ACH	LINDA BETELS (FGP), mileage	\$15.12
ACH	SHIRLEY ORTHEL (FGP), mileage	\$11.88
ACH	TREASURER, STATE OF IOWA, sales tax	\$11,041.79
58530	AGVANTAGE FS, supp.	\$641.60
58531	BRAD BILHARZ, safety glasses reimbursement	\$150.00
58532	CALHOUN-BURNS & ASSOCIATES, serv.	\$10,498.15
58533	CARTER RYAN JOHNSTON, serv.	\$90.00
58534	CENTURYLINK COMMUNICATIONS, serv.	\$417.94
58535	CHARLES CITY PRESS INC, serv.	\$917.99
58536	CINTAS CORPORATION #762, serv.	\$164.04
58537	CINTAS CORPORATION #762, serv.	\$133.16
58538	COMMUNICATIONS ENGINEERING, supp.	\$280.00
58539	D&L CAR CARE, serv.	\$498.60
58540	DATA TECHNOLOGIES INC, supp.	\$378.54

58541	DON'S REPAIR, serv.	\$108.79
58542	ELECTRICAL ENG & EQUIP CO, supp.	\$600.00
58543	ELKS LODGE #418, supp.	\$975.00
58544	FLOYD CO AREA FAMILY PRACTICE, serv.	\$164.00
58545	FLOYD COUNTY AUDITOR, serv.	\$3,879.70
58546	FMC LANDFILL, serv.	\$181.45
58547	GHD SERVICES INC, serv.	\$860.28
58548	GIERKE ROBINSON CO, supp.	\$94.61
58549	GILLIAN KING, serv.	\$180.00
58550	GRAINGER, supp.	\$115.20
58551	HACH COMPANY, serv.	\$809.93
58552	HARRISON TRUCK CENTERS, supp.	\$119,546.00
58553	HAWKEYE COMMUNITY COLLEGE, serv.	\$85.00
58554	HAWKINS INC, supp.	\$1,170.48
58555	HENDERSON PRODUCTS INC, serv.	\$3,260.88
58556	HOBERT ELECTRIC, serv.	\$85.45
58557	HOCKENSON PLUMBING, supp.	\$435.30
58558	IDOT-CASHIER'S OFFICE	**VOIDED**
58559	IDOT-CASHIER'S OFFICE, supp.	\$1,405.45
58560	IDOT-CASHIER'S OFFICE, supp.	\$324.91
58561	IA FLOODPLAIN STORMWATER MGMT, serv.	\$40.00
58562	IOWA CODIFICATION INC, serv.	\$408.00
58563	IOWA ONE CALL, serv.	\$41.50
58564	IOWA PARK & REC ASSOCIATION, serv.	\$165.00
58565	IOWA PRISON INDUSTRIES, supp.	\$1,978.75
58566	JOHN DEERE FINANCIAL, supp.	\$80.99
58567	JOHN DEERE FINANCIAL, supp.	\$35.97
58568	JOHN A HOWE, serv.	\$850.00
58569	KATHRYN HERRICK, travel reimbursement	\$27.00
58570	KEITH STANLEY STARR, serv.	\$60.00
58571	KWIK TRIP INC, supp.	\$2,235.52
58572	LOOKOUT POINT COMMUNICATION, serv.	\$24,500.00
58573	MARCO TECHNOLOGIES LLC, serv.	\$82.36
58574	MARCO TECHNOLOGIES LLC, serv.	\$214.26
58575	MERRITT COMPUTER SERVICE INC, serv.	\$1,632.00
58576	MICK GAGE PLUMBING & HEATING, serv.	\$205.95
58577	MIDAMERICAN ENERGY	**VOIDED**
58578	MIDAMERICAN ENERGY	**VOIDED**
58579	MIDAMERICAN ENERGY	**VOIDED**
58580	MIDAMERICAN ENERGY, serv.	\$28,944.86
58581	MIKE'S C&O TIRE INC, supp.	\$756.82
58582	MILLS-INC, supp.	\$258.56
58583	MTI DISTRIBUTING INC, supp.	\$560.51

58584	NEB-IA INDUSTRIAL FASTENERS, supp.	\$138.08
58585	NEWBAUER INC, serv.	\$206.25
58586	NEWBAUER INC, serv.	\$184.75
58587	NOAH, SMITH, SCHUKNECHT & SLOTER, serv.	\$750.00
58588	PAWS HUMANE SOCIETY, serv.	\$1,550.00
58589	POPP EXCAVATING INC, serv.	\$19,334.23
58590	POPP EXCAVATING INC, serv.	\$1,444.17
58591	POSTMASTER, serv.	\$225.00
58592	PRICHARD LAW OFFICE PC, serv.	\$75.00
58593	PRODUCTIVITY PLUS ACCOUNT, supp.	\$1,067.35
58594	SHORT ELLIOTT HENDRICKSON INC, serv.	\$18,707.97
58595	SNAP-ON TOOLS/DUANE KAY, supp.	\$36.90
58596	SPRINT LEGAL COMPLIANCE, serv.	\$60.00
58597	STAPLES CREDIT PLAN, supp.	\$1,062.93
58598	TIFCO INDUSTRIES INC, supp.	\$49.95
58599	TRANS IOWA EQUIPMENT, supp.	\$937.02
58600	USA BLUEBOOK, supp.	\$1,024.23
58601	VERIZON WIRELESS, serv.	\$120.03
58602	VESSCO INC, supp.	\$433.41
58603	WATER ENVIRONMENT FEDERATION, supp.	\$10.50
58604	WERTJES UNIFORMS, supp.	\$803.97
58605	YC COMMERCIAL ROOFING, serv.	\$20,544.16

**TOTAL**                      \$835,005.97

Business of the Mayor - Mayor Andrews stated that he is happy to be starting his mayoral duties. He expressed thanks to Jim Erb for his 22 years of service to the city as mayor.

Current council appointments were reviewed. Mayor Andrews asked if anyone needed to move off of any committees. Council member Hammond stated that his schedule has not allowed him to attend the Broadband committee meetings as much as he'd like so if anyone wants to take over that appointment, he would step down. He will stay on that committee unless someone would like to replace him. Motion by Freeseaman, second Joerger to approve the list as presented. Ayes - 5. Mayor Andrews stated that Jim Erb has agreed to continue to serve on the North Iowa Community Action board and since they convene this week for a meeting, he is recommending appointing him to that board. Motion by Mallaro, second Starr to approve this appointment. Ayes - 5.

A public hearing needs to be set for the Charley Western Trail Bridge demolition project. Preliminary plans have been prepared by Calhoun Burns and Associates and the hearing is scheduled for February 5. The project includes taking down the bridge arches and removing the abutments and piers to at least one foot below the existing grade and stream bed. Approximately 50 feet of the existing trailing leading up to both sides of the bridge will be removed, graded and barriers will be placed to alert users of the trail of the removed bridge. Council member Joerger introduced Resolution 01-18 entitled, "RESOLUTION SETTING PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF CONSTRUCTION COST FOR THE CHARLEY WESTERN TRAIL BRIDGE DEMOLITION PROJECT AND ORDERING THE ADVERTISEMENT FOR BIDS" and moved for adoption. Second to adopt Starr. Council member Freeseaman asked what the estimate of cost was for this project and reply

was about \$400,000. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Hammond, Mallaro, Starr. Nays - none

The First Avenue Bridge Improvement Project has preliminary plans drawn by Calhoun Burns and Associates and requires a public hearing to be held on these plans. The hearing is scheduled for February 5. This project involves removal of delaminated surface on the bridge deck, milling and resurfacing to create a sound surface. A traffic barrier rail will also be placed for separation of the pedestrians from the road traffic. The existing handrail along the north side of the bridge will be removed and replaced with 5 foot high chain link fencing. Council member Mallaro asked if the street will be closed during construction and the reply was yes and it will be completed during the summer months so school traffic should not be affected. Estimated cost of this project is \$270,000. Council member Freeseaman introduced Resolution 02-15 entitled, "RESOLUTION SETTING PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF CONSTRUCTION COST FOR THE FIRST AVENUE BRIDGE IMPROVEMENT PROJECT AND ORDER THE ADVERTISEMENT FOR BIDS" and moved for adoption. Second to adopt Hammond. Resolution duly passed on roll call vote as follows: Ayes - Freeseaman, Hammond, Mallaro, Starr, Joerger. Nays - none

The 2018 Sanitary Sewer Lining Project has preliminary plans prepared and requires a public hearing be scheduled. This hearing has been set for February 5. We have implemented a program whereas we line sanitary sewer mains that will greatly reduce the need for excavation to repair/replace. The lining also greatly limits inflow and infiltration into our sanitary sewer mains. This project involves the lining of approximately 8,000 l.f. of sanitary sewer mains located in areas north of 16<sup>th</sup> Avenue on the east and west sides of North Grand Avenue. Council member Joerger introduced Resolution 03-18 entitled, "RESOLUTION SETTING PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF CONSTRUCTION COST FOR THE 2018 SANITARY SEWER LINING PROJECT AND ORDERING THE ADVERTISEMENT FOR BIDS" and moved for adoption. Second to adopt Freeseaman. Resolution duly passed on roll call vote as follows: Ayes - Hammond, Mallaro, Starr, Joerger, Freeseaman. Nays - none

The Roling Street Water Main Replacement Project is completed and ready for acceptance and final payment. Popp Excavation was the contractor and the final cost of the project was \$189,559.54. The original bid price submitted was \$192,725.00. This project involved replacing an existing 8" water main that had experienced several main breaks and it also eliminated the use of a 4" transite water main which served the properties on the north side of Roling Street. Council member Joerger introduced Resolution 04-18 entitled, "RESOLUTION ACCEPTING THE ROLFING STREET WATER MAIN REPLACEMENT PROJECT AND AUTHORIZING FINAL PAYMENT" and moved for adoption. Second to adopt Mallaro. Resolution duly passed on roll call vote as follows: Ayes - Freeseaman, Hammond, Mallaro, Starr, Joerger. Nays - none

The Glenwood Road Drainage Project is completed and ready for acceptance and final payment. This project involved installation of a gabion basket wall along the westerly stream bank, installation of rip rap in the channel at the outlet end of the culvert and installation of rip rap along the easterly stream bank. This will help stop the erosion occurring there and the undermining of the concrete box culvert and stream bank. Popp Excavating was the contractor and the final cost of the project was \$28,223.40. Council member Freeseaman introduced Resolution 05-18 entitled, "RESOLUTION ACCEPTING THE GLENWOOD ROAD DRAINAGE PROJECT AND AUTHORIZING FINAL PAYMENT" and moved for adoption. Second to adopt Joerger. Resolution duly passed on roll call vote as follows: Ayes - Hammond, Mallaro, Starr, Joerger, Freeseaman. Nays - none

City clerk O'Donnell reported that the next meeting will be held January 10 starting at 4:30 and it will be a planning/budget session.

City administrator Steve Diers reported that the current water temps are at 43 degrees and at 40 degrees, we notify those affected that they need to run their water at a trickle to avoid freezing pipes. Soil testing for the wastewater plant are being done this week. There is a broadband meeting next week to go over the feasibility study. The recycling totes are being delivered now. The council list of goals will be reviewed at the January 10 budget meeting and will be adjusted as needed to be used during the budget

process. Steve has been told that the National Service Line program would consider having two separate letters in the mailing to residents but they want it to be a city envelope that gets used.

Mayor Andrews commented that the council needs to list their top 5 goals so we can get a final prioritized list next week.

Council member Joerger commented that the landfill board met this morning to approve the yearly audit and this will need to be approved by the city council at the next regular meeting.

Motion by Freeseaman, second Mallaro to adjourn. Ayes - 5

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Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk