

COUNCIL MINUTES
JANUARY 15, 2018
REGULAR SESSION

Charles City city council met in regular session on January 15, 2018 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Keith Starr (arrived at 6:03), 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 - 4

Motion by Joerger, second Freeseaman to approve the minutes of the December 18 and January 2 meetings. Ayes - 4

Keith Starr arrived at 6:03. Motion by Joerger, second Hammond to approve the consent calendar. Ayes - 5 Consent calendar consisted of the following items: approve 12/17 financials for city of Charles City and CC Public Employees health plan, approve filing the following liens: delinquent utility bill Acct 5029940001 \$66.79 and nuisance abatement charges at 510 4th Avenue \$226.98, approve renewal of Class LE liquor license for Fareway and payment of claims (including those approved by other boards):

58606-58607	JANUARY FGP STIPEND CHECKS	\$386.90
ACH	JANUARY FGP STIPEND CHECKS	\$14,462.40
58608	CHARLES CITY CEDAR MALL, serv.	\$50,038.23
58609	MACHINE TOOL ENGINEERING, serv.	\$14,912.79
58610	MITAS TIRES NORTH AMERICA, serv.	\$70,391.72
58611	WALDERBACH PROPERTIES LLC, serv.	\$1,825.88
58612	VALERO RENEWABLE FUELS CO, serv.	\$75,750.00
58613-58660	PAYROLL ENDING 01/06/18	\$96,835.76
58661-58663	PAYROLL LIABILITIES	\$41,953.66
58664	DANIEL ASSINK, utility deposit refund	\$47.10
58665	TIM BERK, utility deposit refund	\$57.10
58666	JULIUS BRYANT, utility deposit refund	\$54.65
58667	CHRISTINE CLEVELAND, utility deposit refund	\$47.10
58668	RON HELLMAN, utility deposit refund	\$41.36
58669	MORGAN ISAKSON, utility deposit refund	\$23.49
58670	LUCAS KERNS, utility deposit refund	\$43.99
58671	DEP NGO & TRAM PHAM, utility deposit refund	\$28.29
58672	WILLIE NORMAN, utility deposit refund	\$35.14
58673	US POSTAL SERVICE, serv.	\$1,000.00
58674	ZACH BEVERSDORF, utility deposit refund	\$90.00
58675	SHARON BORMAN, utility deposit refund	\$90.00
58676	RENE CUEVAS, utility deposit refund	\$90.00
58677	ANNETTE HUTZELL, utility deposit refund	\$90.00
58678	JESSE JOSLIN, utility deposit refund	\$90.00
58679	CAROL KELLOGG, utility deposit refund	\$90.00
58680	ARIANNA KLUENDER, utility deposit refund	\$90.00
58681	REGINA MARIMLA, utility deposit refund	\$90.00
58682	DARIN MCKENNA, utility deposit refund	\$90.00

58683	MELISSA PUTNEY, utility deposit refund	\$90.00
58684	MARY SARGENT, utility deposit refund	\$90.00
58685	TYRON STEERE, utility deposit refund	\$90.00
58686	MICAELA STILLIONS, utility deposit refund	\$90.00
58687	DALE THAKE, utility deposit refund	\$90.00
58688	CONRADO VALLE, utility deposit refund	\$90.00
58689	GARRETT VANDERWERF, utility deposit refund	\$90.00
ACH	BANCORPSV, serv.	\$37.01
ACH	BANCORPSV, serv.	\$13.21
ACH	BARBARA BROWN (FGP), mileage	\$107.00
ACH	BETTY HANSON (FGP), mileage	\$6.40
ACH	CAROLYN KACER (FGP), mileage	\$10.69
ACH	DARLENE TOYNE (FGP), mileage	\$9.72
ACH	FIRST CITIZENS-CC, serv.	\$10.49
ACH	IMAGETEK, serv.	\$340.00
ACH	JACQUELINE FERCH (FGP), mileage	\$19.20
ACH	LINDA BETELS (FGP), mileage	\$9.72
ACH	PATRICIA SINNWELL (FGP), mileage	\$7.68
ACH	SHARON JOHNSON (FGP), mileage	\$2.88
ACH	SHIRLEY ORTHEL (FGP), mileage	\$10.80
ACH	TREASURER, STATE OF IOWA, sales tax	\$7,588.29
ACH	VICKI INMAN (FGP), mileage	\$44.94
58690	AGSOURCE COOPERATIVE SERVICES, serv.	\$145.50
58691	AHLERS & COONEY PC, serv.	\$6,690.00
58692	ARNOLD MOTOR SUPPLY LLP, supp.	\$702.22
58693	AUTOZONE, supp.	\$14.79
58694	BLACKHAWK AUTOMATIC SPRINKLERS, serv.	\$495.00
58695	BLUE TARP CREDIT SERVICES, serv.	\$39.99
58696	BUSINESS CARD, serv.	\$692.97
58697	CAL'S AUTO REPAIR INC, supp.	\$7.90
58698	CARQUEST AUTO PARTS	**VOIDED**
58699	CARQUEST AUTO PARTS, supp.	\$960.55
58700	CEDAR RIVER SIGNS INC, supp.	\$10.00
58701	CEDAR VALLEY PRINT & SUPPLY, supp.	\$5,504.00
58702	CENTURYLINK COMMUNICATIONS, serv.	\$1,742.99
58703	CERRO GORDO CO PUBLIC HEALTH, serv.	\$40.00
58704	CINTAS CORPORATION #762, serv.	\$62.58
58705	CJ COOPER & ASSOCIATES INC, serv.	\$65.00
58706	CLASSIC CLEANERS INC, serv.	\$17.12
58707	CROELL INC, supp.	\$160.00
58708	DIGITAL ALLY INC, supp.	\$50.00
58709	DO IT ALL SERVICES LLC, serv.	\$695.00
58710	DOLLAR GENERAL STORES, supp.	\$6.42

58711	DON'S REPAIR, supp.	\$85.17
58712	DOUBLE Z CONSTRUCTION, serv.	\$226.76
58713	ELECTRICAL ENG & EQUIP CO, serv.	\$1,111.60
58714	ENVIRONMENTAL RESOURCE ASSOC, serv.	\$238.24
58715	ETHANOL PRODUCTS LLC, supp.	\$1,194.12
58716	FAREWAY STORE, supp.	\$211.74
58717	FEDERAL COMPANIES, serv.	\$26.60
58718	FLOYD COUNTY RECORDER, serv.	\$32.00
58719	GALLS LLC, supp.	\$16.95
58720	HOMETOWN SALES & SERVICES LLC, serv.	\$345.00
58721	I WIRELESS, serv.	\$72.20
58722	IDOT-CASHIER'S OFFICE	**VOIDED**
58723	IDOT-CASHIER'S OFFICE, supp.	\$1,559.08
58724	IOWA GOLF ASSOCIATION, serv.	\$540.00
58725	JENDRO SANITATION SERVICES, serv.	\$21,994.17
58726	JENDRO SANITATION SERVICES, serv.	\$238.00
58727	JOHN DEERE FINANCIAL, supp.	\$517.34
58728	LEAF, serv.	\$125.92
58729	LESSIN SUPPLY COMPANY	**VOIDED**
58730	LESSIN SUPPLY COMPANY, supp.	\$1,463.56
58731	LESSIN SUPPLY COMPANY, supp.	\$192.84
58732	MAINSTAY SYSTEMS INC, serv.	\$657.00
58733	MARCO TECHNOLOGIES LLC, serv.	\$452.97
58734	MARCO, serv.	\$108.90
58735	MARZEN'S TOWING, serv.	\$275.00
58736	MERRITT COMPUTER SERVICE INC, serv.	\$137.00
58737	METERING TECHNOLOGY SOLUTIONS, supp.	\$7,774.65
58738	MICK GAGE PLUMBING & HEATING, serv.	\$781.00
58739	MIKE'S C&O TIRE INC, serv.	\$844.54
58740	MISSISSIPPI LIME COMPANY, supp.	\$5,612.48
58741	MID-STATES ORG CRIME INFO CTR, serv.	\$150.00
58742	MTI DISTRIBUTING INC, supp.	\$383.12
58743	NCL OF WISCONSIN, supp.	\$336.14
58744	NIACOG, serv.	\$2,511.76
58745	NOAH, SMITH, SCHUKNECHT & SLOTER, serv.	\$2,582.46
58746	O'REILLY AUTO PARTS, supp.	\$8.92
58747	PERRY NOVAK ELECTRIC INC, serv.	\$1,146.50
58748	PERRY NOVAK ELECTRIC INC, serv.	\$975.38
58749	POSTMASTER, serv.	\$915.00
58750	RILEY'S INC, supp.	\$12.34
58751	SARAH CAJTHAML, supp.	\$40.00
58752	SCHUETH ACE HARDWARE, supp.	\$486.02
58753	SISSON & ASSOCIATES INC, serv.	\$239.00

58754	STANTEC CONSULTING SERV INC, serv.	\$1,063.00
58755	STEVEN T DIERS, monthly phone stipend	\$50.00
58756	SUPERIOR LUMBER INC, supp.	\$2,441.20
58757	SUPERIOR WELDING SUPPLY CO, serv.	\$246.75
58758	T&W GRINDING & COMPOST SERVICE, serv.	\$6,000.00
58759	UNITED STATES CELLULAR, serv.	\$1,031.74
58760	UNITYPOINT HEALTH, serv.	\$1,200.00
58761	USA BLUEBOOK, supp.	\$59.95
58762	VEENSTRA & KIMM INC, serv.	\$5,521.50
58763	WINDSTREAM, serv.	\$55.43

TOTAL \$469,986.66

Business of the Mayor - Mayor Andrews is recommending the following board appointments: Jeff Otto to replace Bob Kloberdanz on the Park and Rec board, reappoint Dennis Petersen to the park and rec board, appoint Brandy Mutch to replace Sarah Downing on Broadband Commission and appoint Sarah Downing to fill out unexpired term of Brad Mackenzie on the broadband commission. Motion by Freeseaman, second Joerger to approve the appointments as presented. Ayes - 5. Mayor Andrews would also like to appoint himself to the ADC board. Motion by Freeseaman, second Joerger to approve this appointment. Ayes - 5

The list of council goals was discussed at the last planning session and the updated list is as follows: Charley Western Bridge demo and reconstruction, fiber to home project completion, chronic nuisance program, city hall renovation/relocation, wayfinding sign program, acquisition of land/site certification and get a plan to address water quality issues. Motion by Freeseaman, second Hammond to approve this updated list of council goals. Ayes - 5

There is some property located west of town that is currently zoned R-1 and staff thinks that for future land use of this area, a B-3 zoning would be more desirable. To that end, staff is recommending that the city submit a request to planning and zoning to review this change to the zoning on a stretch of property along Gilbert Street. This property would about a current B-3 zone so it would not result in spot zoning. Staff is suggesting going with a 250' strip along Gilbert St. for this request. If a definite project would materialize in this area in the future, we could address any further zoning changes at that time. Council member Joerger introduced Resolution 06-18 entitled, "A RESOLUTION DIRECTING THE CITY CLERK MAKE APPLICATION TO THE CHARLES CITY PLANNING AND ZONING COMMISSION TO CONSIDER A CHANGE IN ZONING CLASSIFICATION FROM R-1 SINGLE FAMILY RESIDENCE DISTRICT TO B-3 SERVICE BUSINESS DISTRICT FOR PROPERTY LEGALLY DESCRIBED AS THE SOUTHEAST QUARTER OF SECTION TWO (2), TOWNSHIP NINETY-FIVE (95) NORTH, RANGE SIXTEEN (16) WEST OF THE 5TH P.M., IN FLOYD COUNTY, IOWA and moved for adoption. Second to adopt Mallaro. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Hammond, Mallaro. Nays - none

The city is a member of a 28E entity that oversees operations at the Floyd/Mitchell/Chickasaw landfill. A yearly audit is required to be completed on the financials for this entity and each entity needs to approve this audit report. Jerry Joerger, our rep on this board, reviewed the audit report with the council. The landfill is in good financial position and has a pretty health cash reserve of which a certain amount is required to be kept aside for post closure costs. Council member Freeseaman asked how much of a reserve they need, it's quite a big balance now. Council member Joerger replied that the auditors did not indicate any issues with the balance. Council member Freeseaman introduced Resolution 07-18 entitled, "RESOLUTION APPROVING THE FY17 AUDIT REPORT FOR FLOYD/MITCHELL/CHICKASAW SOLID WASTE MANAGEMENT AGENCY" and moved for adoption. Second to adopt Hammond. Resolution duly passed on roll call vote as follows: Ayes - Hammond, Mallaro, Starr, Joerger, Freeseaman. Nays - none

Much discussion has been held several times on the National Service Line program. This program would insure homeowner's water and sewer lines from their residence to the city main which is the portion for which they are responsible. This program is endorsed by both the National League of Cities and the Iowa League of Cities. One of the requirements for our partnership with them for this program is to send out a letter on city letterhead outlining the program and giving our support to this program. Council has expressed concern over doing this and thinks it would be too confusing and that residents would think the city is administering this program. The city's insurance agent has identified insurance carriers who have policies to cover homeowner's water and sewer lines, so this coverage is

available from other avenues. Other cities we have contacted are also not comfortable sending out a letter of support for this program. Council member Joerger suggested that an article be written in The Press outlining the responsibilities of each homeowner for their private service lines and encourage them to contact their own insurance agent to find out about insurance they can get to cover their service lines. Motion by Joerger, second Freeseeman to not move forward with a contract with Utility Service Partners for their utility service line program due to the requirement of using city's logo and letterhead for communication to the citizens. Ayes - 5

A property located at 611 Pfeiffer recently had a fire that destroyed the house. The owner will not be rebuilding at this lot and has demolished the house. According to our code, the service lines need to be capped at the main if they are not going to be utilized. The insurance company is required to keep a demolition reserve as part of the settlement to cover any costs for demolition and capping of the services. We need to preserve our interest in reimbursement of the costs associated with capping these services if the homeowner doesn't do this and the city ends up doing it instead. The home owner has informed us that he will do this in the spring when the weather is fit but the city attorney is advising that we notify the insurance company to protect our interest in the funds. Motion by Hammond, second Mallaro to approve filing the necessary paperwork with the insurance company to protect our interest in the demolition reserve. Ayes - 5

We have received a request to assign the lease we currently have with FMTC for an antenna on our water tower. They would like to assign the lease to Iowa Wireless and our lease allows this to be done upon consent by both parties. Motion by Freeseeman, second Hammond to allow the assignment of this lease to Iowa Wireless. Ayes - 5

Preliminary plans and specs for the Clark Street Trail extension project are prepared and a public hearing needs to be set for these plans. This project involves extension of the current trail from Terrace Road to the intersection of Lakeshore Drive and Clark Street. Also included will be ADA pedestrian ramps, signage and other construction items. The total estimate of cost is \$180,000 with Federal funds paying for 80% of the eligible costs at a not to exceed amount of \$144,000. The Iowa DOT will be in charge of letting this project, which will be done in April. Council member Mallaro introduced Resolution 08-18 entitled, "RESOLUTION APPROVING PROPOSED PLANS, SPECIFICATIONS, CONTRACT DOCUMENTS AND NOTICE OF HEARING TO BIDDERS FOR CLARK STREET TRAIL EXTENSION PROJECT, CHARLES CITY, IOWA" and moved for adoption. Second to adopt Freeseeman. Resolution duly adopted on roll call vote as follows: Ayes - Freeseeman, Hammond, Mallaro, Starr, Joerger. Nays - none.

The demolition and subsequent construction of the Charley Western trail bridge will require easements for the work to be done. Cary and Mavis LaBounty, the property owners, have signed a temporary construction lease for these projects. Since this may be quite a lengthy period of time, this easement will be recorded. Council member Starr introduced Resolution 09-18 entitled, "RESOLUTION ACCEPTING TEMPORARY CONSTRUCTION EASEMENT" and moved for adoption. Second to adopt Joerger. Resolution duly passed on roll call vote as follows: Ayes - Hammond, Mallaro, Starr, Joerger, Freeseeman. Nays - none

Motion by Starr, second Freeseeman to enter into closed session pursuant to Iowa Code Chapter 20.17 (3) for strategy meeting concerning negotiation with collective bargaining unit. Ayes - Starr, Joerger, Freeseeman, Hammond, Mallaro. Nays - none. Adjourned to closed session at 6:41

Reconvened into open session at 7:15. No action was taken in closed session.

A tentative agreement has been reached with each of the collective bargaining units consisting of police, fire and public works employees. Wage increases of 2.5%, 2.75% and 3% over the next three years are included. Police department wage increases will be 1%, 2.75% and 3% over the next three years but a step was also added at year 6 of employment.

Council member Joerger introduced Resolution 10-18 entitled, "RESOLUTION APPROVING A COLLECTIVE BARGAINING AGREEMENT BETWEEN TEAMSTERS LOCAL UNION 238 POLICE/PUBLIC WORKS/FIRE AND THE CITY OF CHARLES CITY, IOWA" and moved for adoption. Second to adopt Freeseeman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseeman, Hammond, Mallaro. Nays - none Council member Freeseeman expressed his appreciation to city staff on getting these agreements negotiated and for all of the city workers for the good work they do for the city.

City clerk O'Donnell reminded council that the next budget meetings are January 18 at 4:30, January 22 at 4:30 and January 25 at 5:30.

City administrator Steve Diers reported that he has been discussing sewer plant financing with Ron Fiscus. We will be working a company called Spyglass to look at our phone bills and see if we can save some money going with other options.

Council member Hammond reported that tourism grants were recently awarded to 3 applicants with one being denied funding. Total awarded was \$24,000.

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

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk