

COUNCIL MINUTES
REGULAR SESSION
JANUARY 20, 2020

Charles City city council met in regular session on January 20, 2020 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, Phoebe Pittman and Phillip Knighten. 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 Joerger to approve the agenda. Ayes - 5

Motion by Freeseaman, second Pittman to approve the minutes of the January 6, 8, 9, 13 and 15 meetings. Ayes - 5

Motion by Joerger, second Freeseaman to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following: approve 12/19 financials for city of Charles City and CC public Employees health plan, approve contractor bond for Quade Construction and electrical bond for Jensen Electric, approve renewal of Class LA liquor license for Columbus Club and payment of claims (including those approved by other boards):

67386	IOWA NAHRO, serv.	\$150.00
67387-67427	PAYROLL ENDING 01/04/20	\$92,685.18
67428	CITY OF CHARLES CITY, payroll liabilities	\$1,448.75
67429-67430	CC PUBLIC EMP HEALTH PLAN, PR liabilities	\$9,251.56
ACH	COLLECTION SERVICE CENTER, PR liabilities	\$246.01
ACH	EFTPS, payroll liabilities	\$25,253.74
67431	EMC NATIONAL LIFE COMPANY, PR liabilities	\$6.00
ACH	FAMILY COMM CREDIT UNION, PR liabilities	\$1,583.00
ACH	ICMA, payroll liabilities	\$1,642.35
67432	JANUARY HAP CHECK	\$700.00
67433	CENTURYLINK, serv.	\$234.00
67434	KWIK TRIP INC, supp.	\$1,757.89
67435	MARCO, serv.	\$119.86
67436	YVONNE ECKENROD, utility deposit refund	\$5.31
67437	HANNAH MILLER, utility deposit refund	\$40.12
67438	JORDAN SMITH, utility deposit refund	\$18.29
67439	RON UNGS, utility deposit refund	\$10.58
67440	AUGUSTA ELLIS, utility deposit refund	\$90.00
67441	AIMEE GONZALEZ, utility deposit refund	\$90.00
67442	PAULA JOHNSON, utility deposit refund	\$90.00
67443	ZALAK JOSHI, utility deposit refund	\$90.00
67444	TAYLOR KEMP, utility deposit refund	\$90.00
67445	KOBLISKA LLC, utility deposit refund	\$90.00
67446	JARIELYN PAGCU, utility deposit refund	\$90.00
67447	CHRISTINE ROBBINS, utility deposit refund	\$90.00

67448	FRANCISCO R TORRES, utility deposit refund	\$90.00
67449	LELAND VOYNA, utility deposit refund	\$90.00
67450	RENEE WILLARD, utility deposit refund	\$90.00
67451	AUTOMATIC DOOR GROUP, serv.	\$398.80
67452-67454	BAKER & TAYLOR BOOKS, supp.	\$2,392.72
67455	BAKER & TAYLOR ENTERTAINMENT, supp.	\$21.74
67456	CANON FINANCIAL SERVICES, serv.	\$86.39
67457	CAROL CASE, serv.	\$1,100.00
67458	CC PUBLIC EMP HEALTH PLAN, serv.	\$2,711.49
67459	CENTER POINT LARGE PRINT, supp.	\$71.84
67460	COREY HAWKE, serv.	\$389.00
67461	CUSTOM COMMUNICATIONS, serv.	\$364.20
67462	DEMCO INC, supp.	\$308.35
67463	GALE, supp.	\$622.16
67464	GORDON FLESCH COMPANY, serv.	\$69.00
67465	HY-VEE INC, supp.	\$111.97
67466	INGRAM LIBRARY SERVICES, supp.	\$44.77
67467	IOWA LIBRARY ASSOCIATION, serv.	\$105.00
67468	LEAF, serv.	\$72.30
67469	MEDICOM, serv.	\$322.93
67470	MICK GAGE PLUMBING & HEATING, serv.	\$160.00
67471	MIDAMERICAN ENERGY, serv.	\$2,190.13
67472	MIDWEST TAPE, supp.	\$94.12
67473	NEWBAUER INC, serv.	\$29.50
67474	PERRY NOVAK ELECTRIC, supp.	\$60.00
67475	STACEY LEERHOFF, mileage	\$49.53
67476	VISA, supp.	\$138.58
67477	SRIXON/CLEVELAND GOLF, supp.	\$587.32
67478	CENTURYLINK, serv.	\$108.94
67479	CONNIE PARSON, reimbursement	\$786.76
67480	WINDSTREAM, serv.	\$61.39
67481	ARNOLD MOTOR SUPPLY, supp.	\$21.74
67482	BUSINESS CARD, serv.	\$1,145.12
67483	CATHERINE MARIE OTT, serv.	\$480.00
67484	CENTURYLINK, serv.	\$163.16
67485	CHARLES CITY HOUSING AUTH, deposit withheld	\$90.00
67486	CINTAS CORPORATION, serv.	\$55.22
67487	CITY OF CHARLES CITY, serv.	\$4,182.87
67488	DO IT ALL SERVICES, serv.	\$538.42
67489	HEIDI J NIELSEN, mileage reimbursement	\$54.28
67490	HILLEGAS FLOORING, supp.	\$328.49
67491	HOCKENSON PLUMBING, serv.	\$2,544.68
67492	HOUSING AUTH ACCTG SPECIALISTS, serv.	\$500.00

67493	JENDRO SANITATION SERVICES, serv.	\$822.25
67494	KOCH OFFICE GROUP, serv.	\$30.42
67495	LEAF, serv.	\$241.64
67496	LINDERMAN HEATING & AIR, serv.	\$66.00
67497	LORIANNE HOFFMAN, security deposit refund	\$110.00
67498	MEDICOM, serv.	\$156.90
67499	MIDAMERICAN ENERGY, serv.	\$8,114.96
67500	NAN MCKAY & ASSOCIATES, serv.	\$239.00
67501	NOAH, SMITH, SCHUKNECHT & SLOTER, serv.	\$64.00
67502	PLUNKETT'S PEST CONTROL, serv.	\$55.00
67503-67504	SCHUETH ACE HARDWARE, supp.	\$574.94
67505	SHORT ELLIOTT HENDRICKSON, serv.	\$3,331.20
67506	SHERWIN-WILLIAMS CO, supp.	\$372.30
67507	SHRED-IT US JV LLC, serv.	\$45.00
67508	SKOTT & ANDERSON ARCHITECTS, serv.	\$840.00
67509	SKYLINE TREE SERVICE, serv.	\$2,500.00
67510	STOCK GLASS/GRAPHIC GALLERY, serv.	\$125.50
67511	SUPERIOR LUMBER INC, supp.	\$2,310.27
67512	T-J SERVICE INC, supp.	\$830.49
67513	TENANT PI LLC, serv.	\$64.00
67514	UNITED STATES CELLULAR, serv.	\$144.93
67515	DISH NETWORK, serv.	\$100.82
67516	GORDON FLESCH COMPANY, serv.	\$827.10
67517	IOWA DEPT OF INSPECTIONS, serv.	\$34.13
67518	STAPLES ADVANTAGE, supp.	\$239.53
ACH	AUXIANT, serv.	\$600.00
ACH	BANCORPSV, serv.	\$177.10
ACH	BANCORPSV, serv.	\$274.94
ACH	CCADC, serv.	\$2,156,000.00
ACH	FIRST CITIZENS-CC, serv.	\$21.64
ACH	IMAGETEK, serv.	\$365.00
ACH	TREASURER, STATE OF IOWA, sales tax	\$44.12
ACH	TREASURER, STATE OF IOWA, sales tax	\$12,694.07
ACH	BARBARA BROWN (FGP), mileage	\$41.76
ACH	CARMEN RAMSAY (FGP), mileage	\$11.77
ACH	DARLENE TOYNE (FGP), mileage	\$10.80
ACH	JACQUELINE FERCH (FGP), mileage	\$21.76
ACH	LADONNA NORRIS (FGP), mileage	\$6.40
ACH	MAVIS BEENEN (FGP), mileage	\$8.32
ACH	PATRICIA SINNWELL (FGP), mileage	\$5.76
ACH	PORTZEN CONSTRUCTION, serv.	\$500,354.44
ACH	SHARON JOHNSON (FGP), mileage	\$7.04
ACH	VALERIE M JENKINS (FGP), mileage	\$6.72

ACH	VICKI INMAN (FGP), mileage	\$26.10
67519	AMERICAN MEDICAL RESPONSE, serv.	\$4,166.67
67520	ANSELL HEALTHCARE PRODUCTS, supp.	\$414.40
67521	BLUE TARP CREDIT SERVICES, serv.	\$39.99
67522	BUSINESS CARD, serv.	\$850.79
67523	CARQUEST AUTO PARTS, supp.	\$277.57
67524	CHARLES CITY AREA DEV CORP, serv.	\$280.00
67525	CENTRAL IOWA DISTRIBUTING, supp.	\$50.10
67526	CINTAS, supp.	\$141.60
67527	CINTAS CORPORATION, serv.	\$62.29
67528	CITY OF CHARLES CITY, serv.	\$566.26
67529	COMPUTRONICS, serv.	\$195.00
67530	DIGITAL-ALLY INC, supp.	\$785.00
67531	DOGS FOR LAW ENFORCEMENT, serv.	\$65.00
67532	DO IT ALL SERVICES LLC, serv.	\$186.30
67533	DRURY INN & SUITES, serv.	\$106.40
67534	ELECTRIC PUMP, serv.	\$891.15
67535	ENVIRONMENTAL PRODUCTS & ACCESS, supp.	\$302.76
67536	ENVIRONMENTAL RESOURCE ASSOC, serv.	\$254.52
67537	ETHANOL PRODUCTS LLC, supp.	\$1,224.63
67538	FAREWAY STORE, supp.	\$200.00
67539	FISCHER BROS LLC, serv.	\$19,512.50
67540	HAWKINS INC, supp.	\$1,516.80
67541	HOCKENSON PLUMBING, serv.	\$129.50
67542	HRS LLC, supp.	\$750.00
67543	HY-VEE INC, supp.	\$8.61
67544	IA ASSOC OF PROF FIRE CHIEFS, serv.	\$100.00
67545	IDOT-CASHIER'S OFFICE	**VOIDED**
67546	IDOT-CASHIER'S OFFICE, supp.	\$16,298.43
67547	IMAGETEK INC, serv.	\$630.00
67548	INTOXIMETERS INC, supp.	\$261.25
67549	IOWA DEPT OF PUBLIC SAFETY, serv.	\$1,998.00
67550	IOWA PARKS & REC ASSOCIATION, serv.	\$125.00
67551	JENDRO SANITATION SERVICES, serv.	\$47,552.79
67552	JOHN DEERE FINANCIAL	**VOIDED**
67553	JOHN DEERE FINANCIAL, supp.	\$415.76
67554	KEVIN MARVIN, reimbursement	\$99.00
67555	KEYSTONE LABORATORIES, serv.	\$435.27
67556	LEAF, serv.	\$121.10
67557	LESSIN SUPPLY COMPANY, supp.	\$798.74
67558	MACQUEEN EQUIPMENT GROUP, supp.	\$37.85
67559	MAINSTAY SYSTEMS INC, serv.	\$714.00
67560	MARK HYDRAULIC CO INC, supp.	\$441.60

67561	MERRITT COMPUTER SERVICE INC, serv.	\$1,497.00
67562	METERING TECHNOLOGY SOLUTIONS, supp.	\$9,455.28
67563	MICK GAGE PLUMBING & HEATING, serv.	\$1,005.76
67564	MIDAMERICAN ENERGY, serv.	\$108.85
67565	MIKE'S C&O TIRE INC, supp.	\$1,392.80
67566	MISSISSIPPI LIME COMPANY, supp.	\$6,610.42
67567	MUNICIPAL SUPPLY INC, supp.	\$747.00
67568	NCL OF WISCONSIN, supp.	\$239.94
67569	NEWBAUER INC, serv.	\$99.83
67570	NOAH, SMITH, SCHUKNECHT & SLOTER, serv.	\$4,059.35
67571	NORTH IOWA LAWN & SPORTS, supp.	\$61.99
67572	LYNN SCHWICKERATH-OFFICE WORLD, supp.	\$8.39
67573	PAUL HUGHES, mileage reimbursement	\$90.85
67574	PEDERSON PLUMBING, serv.	\$229.98
67575	PERRY NOVAK ELECTRIC INC, serv.	\$3,675.00
67576	POSTMASTER, supp.	\$895.00
67577	POWERPLAN, supp.	\$1,191.06
67578	RECREATION SUPPLY COMPANY, supp.	\$26.25
67579	ROTARY CLUB OF CHARLES CITY, serv.	\$168.50
67580	SCHUETH ACE HARDWARE, supp.	\$73.41
67581	SHRED-IT US JV LLC, serv.	\$380.76
67582	STAPLES CREDIT PLAN, supp.	\$403.14
67583	SUPERIOR WELDING SUPPLY CO, serv.	\$623.40
67584	SUTPHEN CORPORATION, supp.	\$55.00
67585	T-J SERVICE INC, supp.	\$4,227.00
67586	TERRACON CONSULTANTS INC, serv.	\$1,357.25
67587	COMPUTER PARKER LLC, serv.	\$247.50
67588	UNITED STATES CELLULAR, serv.	\$873.98
67589	USA BLUEBOOK, supp.	\$4,888.85
67590	WERTJES UNIFORMS, supp.	\$713.00
67591	WISCONSIN INDEPENDENT NETWORK, serv.	\$1,200.00

TOTAL \$3,002,236.84

Mayor Andrews thanked council member Phillip Knighten for the Martin Luther King program he presented at the library. Council board and commission appointments were reviewed. The final list will be compiled and distributed to the council.

Mayor Andrews opened the public hearing on the development agreement with Croell, Inc. Affidavit of publication dated 1/13/20 was informally filed. Mayor Andrews asked for written comments. There being none, he then asked for oral comments. There were none. Motion by Freeseaman, second Joerger to close the hearing. Ayes - 5 This development agreement is for Croell Inc who is building a new concrete storage facility located in the Southwest TIF development park. It's in the rural portion of this district but the agreement will go through the city. The agreement will be for 5 years and will result in a maximum rebate of \$225,000. Council member Joerger introduced Resolution 6-20 entitled, "RESOLUTION

APPROVING DEVELOPMENT AGREEMENT WITH CROELL, INC. AUTHORIZING ANNUAL APPROPRIATION TAX INCREMENT PAYMENTS AND PLEDGING CERTAIN TAX INCREMENT REVENUES TO THE PAYMENT OF THE AGREEMENT” and moved for adoption. Second to adopt Freeseaman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

Mayor Andrews opened the public hearing on conveyance of real property. Affidavit of publication dated 1/13/20 was informally filed. He asked for written comments. There being none, he then asked for oral comments. There were none. Motion by Freeseaman, second Joerger to close the hearing. Ayes - 5. This procedure will correct an error when this alley was vacated and conveyed many years ago. The original proceedings had an incorrect legal description. City attorney Slotter recommended re-vacating this alley and conveying it to the abutting property owners. The ordinance vacating this alley was adopted at the January 6 council meeting. Council member Joerger introduced Resolution 7-20 entitled, “RESOLUTION APPROVING CONVEYANCE OF A PORTION OF THE ALLEY IN BLOCK ONE OF BARTZ ADDITION TO CHARLES CITY, IOWA” and moved for adoption. Second to adopt Starr. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Mayor Andrews opened the public hearing on the 2020 Sanitary Sewer Lining project. Affidavit of publication dated 1/13/20 was informally filed. Mayor Andrews asked for written comments. There being none, he then asked for oral comments. There were none. Motion by Joerger, second Pittman to close the hearing. Ayes - 5 This project will have two separate completion dates. One part is for the Hwy 18 project, which has a later date of fall 2020. The other completion date of June 2020 is for Clinton/Cedar/S. Jackson sections of sewer lining. Council member Freeseaman introduced Resolution 8-20 entitled, “RESOLUTION APPROVING FINAL PLANS, SPECIFICATIONS AND FORM OF CONTRACT FOR THE 2020 SANITARY SEWER LINING PROJECT, CHARLES CITY, IOWA” and moved for adoption. Second to adopt Joerger. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none. Bids were opened January 14 with 5 bids received. Low bid was Municipal Pipe and Tool from Hudson, Iowa for \$304,057.00 . Council member Freeseaman introduced Resolution 9-20 entitled, “RESOLUTION APPROVING AWARD, CONTRACT AND BOND FOR THE 2020 SANITARY SEWER LINING PROJECT” and moved for adoption. Second to adopt Starr. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none

An agreement with Tree Town Kennels has been drafted for our current K-9 officer Jordy. In exchange for Jordy, the kennel will provide us with our next K-9 at a substantially reduced price. Council member Freeseaman introduced Resolution 10-20 entitled, “RESOLUTION APPROVING AGREEMENT FOR SALE OF ANIMAL AND WAIVER OF LIABILITY AGREEMENT” and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none. Officer Dario was thanked by the council for working with Jordy during his time here.

We have received a 28E agreement for the safety coordinator position for our regional safety group. Our share of this agreement is \$27,639. This person will do record keeping, conduct trainings and do follow up. This will be for a term of three years. Council member Starr introduced Resolution 11-20 entitled, “RESOLUTION APPROVING 28E AGREEMENT AND AGREEMENT FOR SAFETY SERVICES” and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

The school has agreed to give us dirt leftover from their ball diamond project to be used at our wastewater plant project. We just need to get it moved and quotes were requested for this service. Baker Enterprises was low bid at \$24,750 for moving approximately 7,000 cubic yards of fill dirt. Council member Joerger introduced Resolution 12-20 entitled, “RESOLUTION APPROVING QUOTE FOR MOVING DIRT” and moved for adoption. Second to adopt Freeseaman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

The airport is seeking financial assistance to help fund a taxiway reconstruction project. They have been granted aid from the FAA for 90% of the total three million cost. The remaining \$300,000 will take some assistance from the city and county. They have secured a loan from Heartland Energy for \$250,000

which leaves a shortfall of \$50,000. They are proposing a three way split of the \$50,000 between the city, the county and the airport and the same three way split on the interest and principal payments on the \$250,000 loan. Council member Freeseaman introduced Resolution 13-20 entitled, "RESOLUTION APPROVING FUNDING FOR AIRPORT TAXIWAY PROJECT" subject to the county also approving their share. Second to adopt Joerger. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none. Council member Freeseaman asked who owned all of the property at the airport and Council member Starr replied that the airport does. Question on why that isn't reflected in the airport financials and Starr replied that has been discussed and will be changed going forward.

The Main Street Bridge is in need of repairs. At the last planning session, council had asked about adding painting of the bridge to the plans as an alternate bid. City engineer Fallis has talked to Calhoun Burns about this and was told we can't add that as an alternate bid at this time. Council could choose not to take action tonight until we can turn around these plans and we can still hold the public hearing on these plans on March 2. No action was taken on this item.

Pay estimate #3 has been submitted for the wastewater resource recovery project from Portzen Construction for \$500,354.44 Fox Engineering has reviewed the request and is recommending approval of the payment. Council member Freeseaman introduced Resolution 15-20 entitled, "RESOLUTION APPROVING PAY ESTIMATE #3 FOR WATER RESOURCE RECOVERY FACILITY PROJECT" and moved for adoption. Second to adopt Starr. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays -none

The design for the water tower at Corporate Drive when it gets repainted has been discussed. Council would like larger lettering with the city logo on either side. Lettering will say "Charles City". We have asked a firm to design it to scale so we can see how it's going to look. Motion by Starr, second Freeseaman to approve this design. Ayes - 5

A second property has been identified to go through the 657A process outlined in the state code. This property is severely dilapidated and repeated attempts to resolve the situation with the home owner have been to no avail. This process will result in the city acquiring the property so that the structure can be demolished. After demolition, the property can be sold to the adjacent property owners. Council member Freeseaman introduced Resolution 16-20 entitled, "RESOLUTION AUTHORIZING PROCEEDINGS PURSUANT TO IOWA CODE SECTION 657A.10A AGAINST REAL PROPERTY LOCATED AT 312 15TH AVENUE, CHARLES CITY, FLOYD COUNTY, IOWA" and moved for adoption. Second to adopt Pittman. Resolution duly passed as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

City Attorney Slotter reported a petition has been filed and served on another nuisance property. This homeowner has retained an attorney. We can either negotiate or proceed to court and let a judge rule on this.

City clerk O'Donnell reported that budget meetings are scheduled for Jan 23 and 30 at 5:30. Regular planning session will be held January 27 at 6:00 p.m.

City administrator Diers reported that a company called Soo Green would like to install an electric transmission line through Charles City running along railroad right of way. They will be conducting public meetings on this issue to get more information out. We have passed the pre-application process for the water quality initiative grant and will meet with IDALS this week to further discuss this grant. We would plan to use this grant possibly for the drainage project in the SW development park. Jendro Sanitation has requested an increase of 5% for garbage rates so this will be coming to a future planning session for discussion.

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

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk