

COUNCIL MINUTES
REGULAR SESSION
FEBRUARY 3, 2020

Charles City city council met in regular session on February 3, 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 Freeseman, 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 Freeseman, second Joerger to approve the agenda. Ayes - 5

Motion by Joerger, second Pittman to approve the minutes of the January 20 meeting. Ayes - 5

Motion by Joerger, second Freeseman to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following items: renewal of Class C beer permit w/ Sunday Sales for Dollar General, renewal of Class E liquor license w/ carryout beer for Fareway, ownership change for HyVee C Store, cigarette permit for Rush Stop (new owner) and payment of claims (including those approved by other boards):

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| 67592-67608 | PAYROLL ENDING 01/18/20 | \$88,688.54 |
| ACH | AFLAC, payroll liabilities | \$1,148.93 |
| 67609 | CITY OF CHARLES CITY, payroll liabilities | \$1,448.05 |
| 67610-67611 | CC PUBLIC EMP HEALTH PLAN, payroll liabilities | \$9,251.08 |
| ACH | COLLECTION SERVICE CENTER, payroll liabilities | \$290.33 |
| 67612 | EMC NATIONAL LIFE CO, payroll liabilities | \$6.00 |
| ACH | EFTPS, payroll liabilities | \$24,685.22 |
| ACH | FAMILY COMM CREDIT UNION, payroll liabilities | \$1,583.00 |
| ACH | ICMA, payroll liabilities | \$1,642.35 |
| ACH | IPERS, payroll liabilities | \$29,281.73 |
| 67613-67614 | LINCOLN NATIONAL LIFE INS CO, payroll liabilities | \$283.20 |
| 67615-67617 | DELTA DENTAL, payroll liabilities | \$1,692.70 |
| ACH | MUNICIPAL FIRE & POLICE, payroll liabilities | \$25,628.28 |
| ACH | TREASURER STATE OF IOWA, payroll liabilities | \$9,985.00 |
| ACH | VSP, payroll liabilities | \$330.60 |
| 67618 | JOHN DEERE FINANCIAL, supp. | \$53.94 |
| 67619 | KMART STORE #7767, supp. | \$544.92 |
| 67620 | VERIZON WIRELESS, serv. | \$120.03 |
| 67621 | MIDAMERICAN ENERGY, serv. | \$3,129.20 |
| 67622 | PARSON REAL ESTATE TRUST ACCOUNT, serv. | \$2,500.00 |
| 67623-67635 | FEBRUARY HAP CHECKS | \$11,131.50 |
| ACH | FEBRUARY HAP CHECKS | \$54,881.90 |
| ACH | BANCORPSV, serv. | \$454.47 |
| ACH | BANCORPSV, serv. | \$73.20 |
| ACH | US POSTAL SERVICE, supp. | \$1,000.00 |
| 67636 | AGVANTAGE FS, supp. | \$705.24 |

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| 67637 | AMERICAN MEDICAL RESPONSE, serv. | \$4,166.67 |
| 67638 | AMERICAN WATER WORKS ASSOCIATION, supp. | \$255.00 |
| 67639 | AMI GLOBAL LLC, serv. | \$320.00 |
| 67640 | ARNOLD MOTOR SUPPLY LLP | **VOIDED** |
| 67641 | ARNOLD MOTOR SUPPLY LLP, supp. | \$800.36 |
| 67642 | ARTWEAR / BIRDIE AND BO'S, supp. | \$8.00 |
| 67643 | CC PUBLIC EMP HEALTH PLAN | **VOIDED** |
| 67644 | CC PUBLIC EMP HEALTH PLAN | **VOIDED** |
| 67645 | CC PUBLIC EMP HEALTH PLAN | **VOIDED** |
| 67646 | CC PUBLIC EMP HEALTH PLAN | **VOIDED** |
| 67647 | CC PUBLIC EMP HEALTH PLAN | **VOIDED** |
| 67648 | CC PUBLIC EMP HEALTH PLAN, serv. | \$77,144.34 |
| 67649 | CENTURYLINK, serv. | \$1,561.37 |
| 67650 | CENTURYLINK, serv. | \$402.93 |
| 67651 | CHARLES CITY ELECTRONICS, supp. | \$29.99 |
| 67652 | CHARLES CITY PRESS INC, serv. | \$1,097.04 |
| 67653 | CHARLES CITY PRESS INC, serv. | \$550.00 |
| 67654 | CHATFIELD SALVAGE/TOWING, serv. | \$210.00 |
| 67655 | CINTAS CORPORATION, serv. | \$64.87 |
| 67656 | CIRCLE K COMMUNICATIONS INC, serv. | \$5,086.38 |
| 67657 | CITY OF CHARLES CITY, supp. | \$400.00 |
| 67658 | CJ COOPER & ASSOCIATES INC, serv. | \$70.00 |
| 67659 | CONTINENTAL RESEARCH CORP, supp. | \$325.13 |
| 67660 | ECOLAB, supp. | \$486.54 |
| 67661 | ELECTRONIC ENGINEERING, serv. | \$225.20 |
| 67662 | ENVIRONMENTAL SYSTEMS RESEARCH, serv. | \$400.00 |
| 67663 | FLOYD CO 911 SERVICE BOARD, supp. | \$1,000.00 |
| 67664 | FLOYD COUNTY RECORDER, serv. | \$12.00 |
| 67665 | FMC LANDFILL, serv. | \$206.55 |
| 67666 | FOX ENGINEERING INC, serv. | \$28,717.00 |
| 67667 | GORDON FLESCH COMPANY INC, serv. | \$275.70 |
| 67668 | GHD SERVICES INC, serv. | \$106.25 |
| 67669 | GRAINGER, supp. | \$2,016.60 |
| 67670 | HACH COMPANY, supp. | \$1,935.30 |
| 67671 | HOBERT ELECTRIC, serv. | \$76.95 |
| 67672 | IOWA LAW ENFORCEMENT ACADEMY, serv. | \$350.00 |
| 67673 | INTERSTATE ALL BATTERY CENTER, supp. | \$67.10 |
| 67674 | IOWA ONE CALL, serv. | \$26.30 |
| 67675 | JACKSON STREET PRESS, supp. | \$317.05 |
| 67676 | JOHN A HOWE, serv. | \$850.00 |
| 67677 | KELLOGG CONSTRUCTION INC, serv. | \$5,698.50 |
| 67678 | KWIK TRIP INC, supp. | \$2,113.21 |
| 67679 | LARSON PRINTING CO, supp. | \$701.40 |

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| 67680 | LEAF, serv. | \$139.40 |
| 67681 | MARCO TECHNOLOGIES LLC, serv. | \$52.58 |
| 67682 | MARCO TECHNOLOGIES LLC, serv. | \$204.05 |
| 67683 | MERCYONE WATERLOO MEDICAL CENTER, serv. | \$1,751.20 |
| 67684 | MICK GAGE PLUMBING & HEATING, serv. | \$2,560.00 |
| 67685 | MIDAMERICAN ENERGY, serv. | \$31,050.88 |
| 67686 | MIKE'S C&O TIRE INC, serv. | \$49.68 |
| 67687 | MILLS-INC, supp. | \$82.82 |
| 67688 | MTI DISTRIBUTING INC, supp. | \$601.15 |
| 67689 | NEWBAUER INC, serv. | \$100.22 |
| 67690 | NIACOG, serv. | \$806.99 |
| 67691 | NIACOG, serv. | \$3,850.00 |
| 67692 | NORTH IOWA LAWN & SPORTS, supp. | \$71.93 |
| 67693 | NORTH IOWA MEDIA GROUP, serv. | \$84.00 |
| 67694 | NATIONAL RURAL WATER ASSOCIATION, serv. | \$49.00 |
| 67695 | PAWS HUMANE SOCIETY, serv. | \$1,550.00 |
| 67696 | POSTMASTER, supp. | \$165.00 |
| 67697 | QUALITY TRAFFIC CONTROL INC, serv. | \$250.00 |
| 67698 | SKOTT & ANDERSON ARCHITECTS, serv. | \$1,740.00 |
| 67699 | STEVEN T DIERS, 3-months phone stipend | \$150.00 |
| 67700 | T-J SERVICE INC, supp. | \$279.98 |
| 67701 | JAMES ZIMMERMAN-TRIUMPH SURPLUS, serv. | \$11.82 |
| 67702 | USA BLUEBOOK, supp. | \$703.17 |
| 67703 | WESTRUM LEAK DETECTION, serv. | \$692.50 |
| 67704 | WISCONSIN INDEPENDENT NETWORK, serv. | \$1,200.00 |
| 67705 | YOUNG CONSTRUCTION LTD, supp. | \$4,076.60 |

TOTAL \$460,886.11

Mayor Andrews gave the oath of office to our new police officer Brandon Fairholm. Motion by Joerger, second Freeseeman to approve the following board appointments: reappoint Beth Diers and Eric Miller to the housing board and Joel Farnham to replace Diane Stewart on the housing board. Ayes - 5

Motion by Joerger, second Freeseeman to approve a proclamation for Honey Bee Day on February 13. Ayes - 5

Motion by Freeseeman, second Joerger to approve proclamation for Catholic Schools week. Ayes - 5

As a requirement for our housing rehab grant, a public hearing is needed for the status of funded activities. This hearing has been set for February 18. Council member Freeseeman introduced Resolution 17-20 entitled, "RESOLUTION SETTING DATE FOR PUBLIC HEARING ON STATUS OF FUNDED ACTIVITIES FOR HOUSING REHAB GRANT PROGRAM" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseeman, Pittman, Knighten. Nays - none

The 28E agreement with Iowa Department of Inspections and Appeals needs to be renewed. Terms of the agreement are the same. IDIA provides assistance in fraud investigations for the housing department. Council member Starr introduced Resolution 18-20 entitled, "RESOLUTION APPROVING RENEWAL OF THE AGREEMENT BETWEEN IOWA DEPARTMENT OF INSPECTIONS AND APPEALS AND CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY" 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

The roof project at the CVTC is completed and ready for acceptance and final payment. This project was overseen by the DOT. Moss Roofing was awarded the contract for \$320,000. Each entity paid their share of this project and the city's total share was \$85,760. Final payment from the city is \$4288. Council member Freeseaman introduced Resolution 19-20 entitled, "RESOLUTION ACCEPTING THE CVTC ROOF REPAIR PROJECT AND AUTHORIZING FINAL PAYMENT" 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

Bids were recently opened for the Charley Western Trail bridge project with only one bid being received. The engineer estimate was \$1.2 million and the bid received was \$1.6 million. With that being too much over the estimate, we are allowed to reject it. Rejecting this would not affect the TAP funding we have received for this project. After council officially rejects the bid, the city engineer can then contact other planholders to see what their reasons were for not submitting a bid. We think it may be the timing so if we allow a longer completion time, we are hoping to get more bidders. Council member Freeseaman introduced Resolution 20-20 entitled, "RESOLUTION REJECTING ALL BIDS FOR THE CHARLEY WESTERN TRAIL BRIDGE PROJECT" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none

Staff would like to apply for a Wellmark grant for the Charley Western Trail bridge. Our project would qualify for their large project division, so we could get as much as \$100,000. City needs to match one for one with whatever we awarded and with the cost of this project, that would be no problem. Motion by Joerger, second Knighten to approve this grant application. Ayes - 5

Preliminary plans and specs have been prepared for the 2020 Main Street Bridge repair project. Council had requested an alternate bid be included for painting the bridge. We would have to accept the bids from the same bidder, we couldn't award the bids to two different bidders. Council member Starr introduced Resolution 21-20 entitled, "RESOLUTION SETTING PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF CONSTRUCTION COST FOR MAIN STREET BRIDGE REPAIR 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 - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none

A subdivision within two miles of city limits has been submitted to the city for our review. This is located on 195th Street and is named RK Subdivision. This has gone before planning and zoning and now comes to the council. City engineer Fallis is recommending requiring that the parcel labeled Lot A remain undeveloped to allow access and also ask that any sewer service lines come off of the same side of each house so that if a city sewer main would come later, access would be a lot easier. Council member Freeseaman introduced Resolution 22-20 entitled, "RESOLUTION APPROVING THE PRELIMINARY PLAT OF RK'S SUBDIVISION ADDITION, FLOYD COUNTY, IOWA, WAIVING FURTHER SUBDIVISION REQUIREMENTS AND DIRECTING CERTIFICATION" 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.

A new process has been mandated by the state for budget preparation. Two public hearings must now be held with the first one held on a maximum levy for certain levies in the city budget. The levies included in our maximum levy are the \$8.10 general levy, transit levy, liability/property/self insurance levy, emergency management levy, emergency levy, police/fire retirement levy, FICA/IPERS levy and other employee benefits levy. This public hearing will be held February 18 and notice must be published not less than 10 nor more than 20 days prior. Notice must also be posted on the city website and Facebook

page. Council member Joerger introduced Resolution 23-20 entitled, "RESOLUTION SETTING TIME AND PLACE FOR A PUBLIC HEARING FOR THE PURPOSE OF CONSIDERING THE MAXIMUM TAX DOLLARS FROM CERTAIN LEVIES FOR THE CITY'S PROPOSED FISCAL YEAR 2020-2021 BUDGET" 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

A contract with Terracon for geotechnical engineering services for the water resource recovery facility needs to be approved by council. This is for an estimated amount of \$114,574. Council member Starr introduced Resolution 24-20 entitled, "RESOLUTION APPROVING CONTRACT WITH TERRACON FOR CONSTRUCTION OBSERVATION AND TESTING SERVICES FOR THE WRRF 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

City clerk O'Donnell reminded council that the next planning session will be held February 10 rather than February 12. Next regular meeting will be held Tuesday, February 18 due to President's Day holiday. City hall will be closed that day.

City administrator Diers reported that there will be a special meeting held on February 10 prior to the planning session so that a public hearing can be set for the HMA project for March 2. Steve is going to a meeting on Friday with the new watershed coordinator. Bob Ingram will be attending a future meeting to give the dividend check to the city for this year. The telecom board approved purchase of a property on N. Main Street for the telecom operations. Council will discuss purchase of another property on N. Main Street at a future meeting. Some question on changing the time of the February 18 meeting, this will be further discussed at the February 10 meeting.

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

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk