

COUNCIL MINUTES
REGULAR SESSION
FEBRUARY 7, 2022

Charles City city council met in regular session on February 7, 2022 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Patrick Lumley, 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 Knighten to approve the agenda. Ayes - 5

Motion by Pittman, second Freeseaman to approve the minutes of the January 10, 12,19,20,24 and 25 and February 3 meetings. Ayes - 5

Motion by Freeseaman, second Pittman to approve the consent calendar. Consent calendar consisted of the following: consider approval of Class LE liquor license for Fareway Stores, consider approval of sidewalk bond for Nolt's Custom Concrete, consider approval of Class A liquor license for Columbus Club and payment of claims (including those approved by other boards):

75490	PAYROLL CHECK ENDING 01/15/2022	\$8,965.57
75491	ARNOLD MOTOR SUPPLY LLP, supp.	\$61.98
75492	BUSINESS CARD, serv.	\$1,414.82
75493	CATHERINE MARIE OTT, serv.	\$490.00
75494	CEDAR RAPIDS MILLWORK, supp.	\$1,699.00
75495	CHARLES CITY PRESS INC, serv.	\$155.00
75496	CINTAS CORPORATION, serv.	\$68.12
75497	CITY OF CHARLES CITY, serv.	\$4,036.40
75498	HOLDEN HILLEGAS/H&R LAWNCARE, serv.	\$817.50
75499	HD SUPPLY FACILITIES MAINTENANCE, supp.	\$450.88
75500	HOCKENSON PLUMBING, serv.	\$294.00
75501	HODES CO, supp.	\$177.68
75502	HOUSING AUTH ACCTG SPECIALISTS, serv.	\$790.00
75503	IOWA ASSOC OF HOUSING OFFICIALS, serv.	\$55.00
75504	JENDRO SANITATION SERVICES, serv.	\$829.50
75505	LEAF, serv.	\$317.06
75506	LINDERMAN HEATING & AIR LLC, serv.	\$152.66
75507	LORRAINE ECKENROD, security deposit refund	\$207.35
75508	MARCO TECHNOLOGIES LLC, serv.	\$140.70
75509	MEDIACOM, serv.	\$329.40
75510	MIDAMERICAN ENERGY, serv.	\$11,708.91
75511	NAN MCKAY & ASSOCIATES, serv.	\$239.00
75512	PETTY CASH-HOUSING, supp.	\$26.95
75513	ROCHFORD CONSTRUCTION, serv.	\$3,053.00
75514	SCHUETH ACE HARDWARE	**VOIDED**
75515	SCHUETH ACE HARDWARE, supp.	\$395.87
75516	SHERWIN-WILLIAMS CO, supp.	\$806.65

75517	STAPLES ADVANTAGE, supp.	\$57.18
75518	SUPERIOR LUMBER INC, supp.	\$100.25
75519	SUPERIOR LUMBER INC, supp.	\$46.75
75520	THE NELROD COMPANY, serv.	\$2,584.00
75521	TOP DEAD CENTER TRUCKS, serv.	\$2,548.07
75522	UNIQUE COUNTRY STORE, supp.	\$140.00
75523	BUSINESS CARD	**VOIDED**
75524	IOWA DIV OF LABOR SERVICES, serv.	\$280.00
75525	LEAF, serv.	\$264.09
75526	MIDAMERICAN ENERGY, serv.	\$41.92
75527	POWERPLAN, supp.	\$316.98
75528	SHERWIN-WILLIAMS CO, supp.	\$136.45
75529	UNITED STATES CELLULAR, serv.	\$1,023.99
75530	WISCONSIN INDEPENDENT NETWORK, serv.	\$1,200.00
75531	IOWA DEPT OF NATURAL RESOURCES, serv.	\$100.00
75532	MARCO TECHNOLOGIES LLC, serv.	\$61.42
75533	ARNOLD MOTOR SUPPLY LLP	**VOIDED**
75534	ARNOLD MOTOR SUPPLY LLP, supp.	\$1,279.87
75535	JOHN DEERE FINANCIAL, supp.	\$225.94
75536	MARCO TECHNOLOGIES LLC, serv.	\$203.56
75537	R&R PRODUCTS INC, supp.	\$425.80
75538	VERIZON WIRELESS, serv.	\$120.03
75539-75550	FEBRUARY HAP CHECKS	\$11,562.72
ACH	FEBRUARY HAP CHECKS	\$51,673.00
75551	FLOYD COUNTY RECORDER	**VOIDED**
75552	FLOYD COUNTY RECORDER	\$12.00
75553	GORDON FLESCH COMPANY INC, serv.	\$291.20
75554	IMAGETEK OPERATIONS LLC, serv.	\$630.00
75555	MATT CONSTRUCTION INC, serv.	\$33,123.00
75556	MATT CONSTRUCTION INC, serv.	\$31,145.00
75557	FLOYD COUNTY RECORDER, serv.	\$12.00
75558-75571	PAYROLL ENDING 01/29/2022	\$93,265.88
75572	CITY OF CHARLES CITY, payroll liabilities	\$1,058.88
75573	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
75574	CC PUBLIC EMP HEALTH PLAN, payroll liabilities	\$9,369.46
ACH	COLLECTION SERVICE CENTER, payroll liabilities	\$22.16
ACH	EFTPS, payroll liabilities	\$25,273.63
75575	EMC NATIONAL LIFE CO, payroll liabilities	\$6.00
ACH	FAMILY COMM CREDIT UNION, payroll liabilities	\$1,683.00
ACH	ICMA, payroll liabilities	\$2,891.51
ACH	BANCORPSV, serv.	\$2,595.56
ACH	BANCORPSV, serv.	\$819.10
ACH	BANCORPSV, serv.	\$667.14
ACH	DONNA FEISTNER (FGP), mileage	\$67.76

ACH	FLOYD SWCD, serv.	\$4,783.32
ACH	IMAGETEK OPERATIONS, serv.	\$496.00
ACH	JANET JOHNSON (FGP), mileage	\$11.20
ACH	TREASURER, STATE OF IOWA, sales tax	\$26.49
ACH	TREASURER, STATE OF IOWA, sales tax	\$13,485.62
75576	AGVANTAGE FS, supp.	\$1,704.36
75577	AHLERS & COONEY PC, serv.	\$319.50
75578	AMERICAN MEDICAL RESPONSE, serv.	\$7,291.67
75579	ARNOLD MOTOR SUPPLY LLP, supp.	\$197.99
75580	ARTWEAR / BIRDIE AND BO'S, supp.	\$20.00
75581	BUY LOW NORTH, supp.	\$64.61
75582	CALHOUN-BURNS & ASSOCIATES, serv.	\$1,231.10
75583	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
75584	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
75585	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
75586	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
75587	CC PUBLIC EMP HEALTH PLAN, serv.	\$72,180.55
75588	CENTURYLINK, serv.	\$1,405.77
75589	CC CHAMBER OF COMMERCE, serv.	\$45.00
75590	CHARLES CITY PRESS INC, serv.	\$1,292.04
75591	CINTAS CORPORATION, serv.	\$114.20
75592	CIRCLE K COMMUNICATIONS INC, serv.	\$5,358.61
75593	CITY OF CHARLES CITY, serv.	\$596.98
75594	DETROIT INDUSTRIAL TOOL, supp.	\$489.18
75595	DIXON ENGINEERING INC, serv.	\$2,780.00
75596	DO IT ALL SERVICES LLC	**VOIDED**
75597	DO IT ALL SERVICES LLC, serv.	\$2,387.50
75598	DOUBLE Z GARAGE DOORS LLC, serv.	\$65.00
75599	EQUIPMENT BLADES INC, supp.	\$3,637.00
75600	ENVIRONMENTAL SYS RESEARCH INSTITUTE, serv.	\$400.00
75601	ETHANOL PRODUCTS LLC, supp.	\$1,010.60
75602	FARMCHEM, supp.	\$38.61
75603	FLOYD CO MEDICAL CENTER CLINIC, serv.	\$260.00
75604	FLOYD CO PUBLIC HEALTH, serv.	\$60.00
75605	FLOYD COUNTY AUDITOR, serv.	\$1,913.00
75606	FLOYD COUNTY RECORDER, serv.	\$56.00
75607	FOX STRAND, serv.	\$12,029.00
75608	GLOBE GAZETTE CIRCULATION DEPT, supp.	\$64.99
75609	GRAINGER, supp.	\$450.37
75610	HAWKINS INC, supp.	\$2,754.75
75611	HENKEL CONSTRUCTION COMPANY, serv.	\$8,029.37
75612	HERRON'S BAND BOX INC, serv.	\$493.00
75613	IOWA ASSOC MUNICIPAL UTILITIES, serv.	\$7,068.33
75614	IDOT-CASHIER'S OFFICE, supp.	\$204.63

75615	IDOT-CASHIER'S OFFICE, supp.	\$312.22
75616	IOWA CODIFICATION INC, serv.	\$480.00
75617	IOWA GOLF ASSOCIATION, serv.	\$565.00
75618	IOWA ONE CALL, serv.	\$27.40
75619	JEFF'S SANDBLASTING & PAINTING, serv.	\$185.00
75620	JOHN A HOWE, serv.	\$850.00
75621	JONAH DEVORE, serv.	\$30.00
75622	JOSE NOE FLORES, serv.	\$60.00
75623	KEYSTONE LABORATORIES, serv.	\$114.00
75624	MERCYONE OCCUPATIONAL HEALTH, serv.	\$1,784.00
75625	MERCYONE PHYSICIAN BILLING, serv.	\$1,025.00
75626	MICK GAGE PLUMBING & HEATING, serv.	\$474.32
75627	MICK GAGE PLUMBING & HEATING, serv.	\$2,404.54
75628	MIDAMERICAN ENERGY, serv.	\$40,206.14
75629	MIKE'S C&O TIRE INC, serv.	\$27.00
75630	MISSISSIPPI LIME COMPANY, supp.	\$7,700.84
75631	MTI DISTRIBUTING INC, supp.	\$616.03
75632	MUNICIPAL SUPPLY INC, supp.	\$1,592.54
75633	NCL OF WISCONSIN, supp.	\$970.47
75634	NEWBAUER INC, serv.	\$44.76
75635	NOAH, SMITH, SCHUKNECHT & SLOTER, serv.	\$1,889.68
75636	NORTHERN SAFETY CO INC, supp.	\$303.25
75637	PAWS HUMANE SOCIETY, serv.	\$1,550.00
75638	PERRY NOVAK ELECTRIC INC, supp.	\$2,365.48
75639	PERRY NOVAK ELECTRIC INC, serv.	\$95.00
75640	PIONEER RESEARCH CORP, supp.	\$659.05
75641	RAPID PRINTERS/OFFICE WORLD, supp.	\$191.53
75642	RILEY'S INC, supp.	\$515.20
75643	SCHUETH ACE HARDWARE, supp.	\$71.88
75644	SECRETARY OF STATE, serv.	\$150.00
75645	SENSUS USA INC, serv.	\$1,949.94
75646	SJE RHOMBUS, serv.	\$2,500.00
75647	SOPHIE BONNSTETTER, serv.	\$30.00
75648	STEWART M DALTON, serv.	\$90.00
75649	SUPERIOR LUMBER INC, supp.	\$605.58
75650	TRIUMPH SURPLUS LLC, serv.	\$44.94
75651	VANWALL EQUIPMENT INC, supp.	\$378.35
75652	WEX BANK, supp.	\$7,844.06
75653	WILSON CUSTOM TREE, serv.	\$24,165.00
75654	WISCONSIN INDEPENDENT NETWORK, serv.	\$1,200.00

TOTAL \$575,892.84

Mayor Andrews reported that the first meeting on renewal of the local option sales tax was held last week and this committee worked on a flyer to get the information out to the voters. This election is being held the first week of March.

Jessica Barry, resident at 316 2nd Avenue, was present to request removal of snow shoveling fees assessed to her property. She had shoveled a path the width of a snow shovel on her sidewalk and the city had a local business come in to remove the rest and the city charged her \$50 for this. This business takes a before and after picture of each sidewalk they clear for the city. The picture showed that there was quite a bit of snow left on the sidewalk after the business cleared it. After much discussion, motion by Freeseaman, second Starr to reduce the bill by \$25. Ayes - 5

A Facade application has been submitted from Snap Fitness for signage on their business. The corporate headquarters is re-branding so that requires a change in the signage. The estimate total cost is \$10,967.90 and they are asking for 50% of that for a total of \$5483.95. Council member Knighten asked if there will be any reimbursement from corporate and reply was that they don't qualify for reimbursement. Council member Freeseaman introduced Resolution 13-22 entitled, "RESOLUTION APPROVING FUNDING FOR A PROJECT AT 104 N. MAIN SUBMITTED TO THE CITY OF CHARLES CITY FAÇADE PROGRAM" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none

The max levy public hearing notice has been prepared and is ready for council to set the hearing. This notice lists just certain levies that make up the total levy. Not included are debt service, airport and library levies. We are under a 2% increase, in fact we are at a 3.78% decrease, so we do not have to have a super majority to pass this. The public hearing on the max levy will be held February 23. Council member Freeseaman introduced Resolution 14-22 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 2022-2023 BUDGET" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none

The project at 401 N. Main has been completed and is ready for acceptance and final payment. This project included remodeling the front entrance to include an information center and replacement of windows and doors. Total cost of this was \$77,459.78 with final payment due to Henkel Construction of \$3,873. Council member Freeseaman introduced Resolution 15-22 entitled, "RESOLUTION ACCEPTING THE 401 N MAIN REMODEL PROJECT AND AUTHORIZING FINAL PAYMENT" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none

We have listed the items that will be included in our annual short term borrowing for FY23 and they are: PD ammo/guns/equip \$49,200; fire equipment \$22,250; clothing \$12,600; tornado siren replacement \$4,500; animal control cages \$1,000; tree removal/sidewalk replace \$64,375 and nuisance abatement costs \$10,000 for a total of \$163,925. Staff adjusted this total down approximately \$162,000 after the last budget discussion to lower the levy, so those deleted items will have to be paid out of General fund levy. A public hearing needs to be held for this issuance and that will be held February 23. Council member Pittman introduced Resolution 16-22 entitled, "RESOLUTION SETTING THE DATE FOR PUBLIC HEARING AND ADDITIONAL ACTION ON PROPOSAL TO ENTER INTO GENERAL OBLIGATION CORPORATE PURPOSE LOAN AGREEMENTS AND TO BORROW MONEY THEREUNDER" and moved for adoption. Second to adopt Freeseaman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none

We have discussed changing the schedule for our planning sessions to the Wednesday of each week following the regular meetings. This should be easier to remember for everyone. Motion by Knighten, second Pittman to make this change. Ayes - 5

The city is looking at implementing the next phase of the edible arboretum located on Clark Street. Pathways will be put in this area for public to have access to the trees and plants to enjoy the fruit. The estimated cost of this project is \$210,000. The city will be applying for a WQI grant of \$100,000 and are

estimating \$10,000 in local donations. The remaining \$110,000 will be covered by \$90,000 of sponsored project funding and \$20,000 will come from the city for the replacing of the sidewalks around the perimeter of this area. The grant deadline is this Friday. With this being a highly visible area, we hope it will help our application score high. Council member Pittman introduced Resolution 17-22 entitled, "RESOLUTION APPROVING APPLICATION FOR A WATER QUALITY INITIATIVE GRANT AND FUNDING COMMITMENT" and moved for adoption. Second to adopt Freeseaman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none

The lease of the ballfields near Wildwood from Zoetis is set to expire in May. Zoetis has drafted a lease with the only change being a 3 year term rather than the previous 5 year term. Council member Freeseaman introduced Resolution 18-22 entitled, "RESOLUTION APPROVING LEASE AGREEMENT BETWEEN ZOETIS AND THE CITY OF CHARLES CITY" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none. Council member Knighten expressed appreciation to Zoetis for allowing the city to use these ballfields.

City clerk O'Donnell shared a thank you from the family of Dirk Uetz, longtime city employee, upon his passing.

The next meetings will be a planning session on February 16 at 6:00 and the next regular meeting will be on February 23 due to the President's Day holiday and a conflict on Tuesday.

City administrator Diers reported that an advisory committee is being formed for RAGBRAI, which will be in Charles City on Thursday as an overnight stop. Council member Lumley has agreed to be the council liaison for this committee. The street department foreman, water department lead, street operator and water operator positions have been posted. Staff met with Pure Prairie Farms management today to discuss their planned operations in the facility located on North Grand. They would like to put an expansion on the building, so council may need to discuss changing the street in front of it somewhat. Council member Starr asked if making this change to the street there would make it safer at that intersection and reply was yes. Council member Knighten asked about truck traffic down Main Street, will we regulate that? Diers replied that a change to the street there would make it less attractive to trucks going down Main Street so that should help. Mayor Andrews commented that park and rec is looking a doing a strategic planning exercise using the council's format for their goal setting sessions.

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

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk