

COUNCIL MINUTES
REGULAR SESSION
MARCH 4, 2019

Charles City city council met in regular session on March 4, 2019 at 6:00 p.m. in council chambers. Mayor Pro Tem Jerry Joerger presided and the following council members were present: Keith Starr, DeLaine Freeseaman, Michael Hammond and Dan Mallaro. Also present were city administrator Steve Diers, city engineer John Fallis and city attorney Brad Slotter.

Citizen comments - none

Mayor Pro Tem Joerger welcomed everyone to the meeting.

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

Motion by Starr, second mallaro to approve the minutes of the February 11 and 20 meetings. Ayes - 5

Motion by Starr, second Freeseaman to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following: Ayes - approval of Rush Stop liquor license, approval of Wildwood Golf Course liquor license, approve filing the following liens for curb stop repairs: \$1026.00 1510 Salzer St., \$651.00 913 S. Main St., \$897.00 312 Charles St., and payment of claims (including those approved by other boards):

63579	ASBESTROL INC, serv.	\$2,470.00
63580	BRAD SEBETKA, serv.	\$67.45
63581	BUSINESS CARD, serv.	\$733.56
63582	C NABER & ASSOCIATES, serv.	\$395.00
63583	CATHERINE ARIE OTT, serv.	\$255.00
63584	CENTURYLINK, serv.	\$157.24
63585	CC HOUSING AUTHORITY, deposit withheld	\$75.00
63586	CHARLES CITY PRESS INC, serv.	\$17.55
63587	CINTAS CORPORATION, serv.	\$55.22
63588	CITY OF CHARLES CITY, serv.	\$3,058.72
63589	DELLA WENDEL, security deposit refund	\$209.32
63590	DON'S REPAIR, serv.	\$209.98
63591	FULL CIRCLE PLOWS, serv.	\$681.00
63592	HOCKENSON PLUMBING, serv.	\$3,879.82
63593	IDOT-CASHIER'S OFFICE, supp.	\$355.72
63594	JENDRO SANITATION SERVICES, serv.	\$790.00
63595	JOHN DEERE FINANCIAL, supp.	\$6.45
63596	KOCH BROTHERS INC, serv.	\$10.40
63597	KWIK TRIP INC, supp.	\$82.41
63598	L&J INDUSTRIES INC, supp.	\$130.20
63599	LEAF, serv.	\$232.18
63600	LINDERMAN HEATING & AIR LLC, supp.	\$621.31
63601	MEHMEN PAINTING, serv.	\$135.00
63602	MIDAMERICAN ENERGY, serv.	\$9,543.23
63603	MRI SOFTWARE LLC, serv.	\$280.00

63604	NAHRO, serv.	\$522.88
63605	NOAH, SMITH, SCHUKNECHT & SLOTER, serv.	\$144.00
63606	PITNEY BOWES-LEASE ACCT, serv.	\$54.09
63607	SCHUETH ACE HARDWARE	**VOIDED**
63608	SCHUETH ACE HARDWARE, supp.	\$607.68
63609	SHERWIN-WILLIAMS CO, supp.	\$80.89
63610	STAPLES ADVANTAGE, supp.	\$96.77
63611	SUPERIOR LUMBER INC, supp.	\$2,104.32
63612	TENANT PI LLC, serv.	\$64.00
63613	TRENT PARKER, serv.	\$920.00
63614	UNITED STATES CELLULAR, serv.	\$138.16
63615-63625	MARCH HAP CHECKS	\$9,046.18
ACH	MARCH HAP CHECKS	\$37,761.53
ACH	BANCORPSV, serv.	\$634.60
ACH	BANCORPSV, serv.	\$159.99
ACH	CAROLYN LAVONNE KACER (FGP), mileage	\$7.26
ACH	DARLENE TOYNE (FGP), mileage	\$9.90
ACH	LINDA BETELS (FGP), mileage	\$9.90
ACH	TREASURER, STATE OF IOWA, sales tax	\$15,700.21
63626	AGVANTAGE FS, supp.	\$266.19
63627	ARNOLD MOTOR SUPPLY LLP	**VOIDED**
63628	ARNOLD MOTOR SUPPLY LLP, supp.	\$851.65
63629	AUTOMATIC DOOR GROUP, serv.	\$27.37
63630	AUTOZONE, supp.	\$7.58
63631	AVE OF THE SAINTS ANIMAL HOSPital, serv.	\$135.00
63632	BRUENING ROCK PRODUCTS INC, supp.	\$584.70
63633	CALHOUN-BURNS & ASSOCIATES, serv.	\$25,919.10
63634	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
63635	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
63636	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
63637	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
63638	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
63639	CC PUBLIC EMP HEALTH PLAN, serv.	\$74,362.53
63640	CHARLES CITY AREA DEV CORP, serv.	\$50.00
63641	CENTURYLINK, serv.	\$1,522.43
63642	CHARLES CITY PRESS INC, serv.	\$1,470.23
63643	CINTAS CORPORATION, serv.	\$67.15
63644	CINTAS, supp.	\$99.23
63645	CIRCLE K COMMUNICATIONS INC, serv.	\$4,153.97
63646	CITY OF CHARLES CITY, serv.	\$471.41
63647	COMPUTRONICS, serv.	\$284.50
63648	GALLS LLC, supp.	\$16.00
63649	IOWA DEPT OF NATURAL RESOURCES, serv.	\$400.00

63650	IDOT-CASHIER'S OFFICE, supp.	\$1,184.73
63651	IDOT-CASHIER'S OFFICE, supp.	\$20.30
63652	IDOT-CASHIER'S OFFICE, supp.	\$87.51
63653	IMAGETEK INC, serv.	\$37.50
63654	IOWA DEPT OF INSPECTIONS, serv.	\$150.00
63655	JACKSON STREET PRESS, serv.	\$98.00
63656	JJ KELLER & ASSOCIATES INC, supp.	\$30.00
63657	JOHN A HOWE, serv.	\$850.00
63658	KEYSTONE LABORATORIES, serv.	\$453.86
63659	KOCH BROTHERS INC, serv.	\$5.42
63660	KWIK TRIP INC, supp.	\$1,910.92
63661	MEDIACOM, serv.	\$180.67
63662	MIDAMERICAN ENERGY	**VOIDED**
63663	MIDAMERICAN ENERGY	**VOIDED**
63664	MIDAMERICAN ENERGY	**VOIDED**
63665	MIDAMERICAN ENERGY, serv.	\$33,022.40
63666	MIDAMERICAN ENERGY, serv.	\$5,547.01
63667	NATIONAL REC & PARK ASSOCIATION, serv.	\$175.00
63668	NEWBAUER INC, serv.	\$101.04
63669	NIACOG, serv.	\$1,961.26
63670	O'REILLY AUTOMOTIVE INC, supp.	\$113.99
63671	PAWS HUMANE SOCIETY, serv.	\$1,550.00
63672	PRODUCTIVITY PLUS ACCOUNT, serv.	\$724.77
63673	QUALITY PUMP & CONTROL, serv.	\$5,617.09
63674	SHORT ELLIOTT HENDRICKSON INC, serv.	\$10,971.31
63675	SISSON & ASSOCIATES INC, serv.	\$6,086.00
63676	SUPERIOR WELDING SUPPLY CO, supp.	\$42.75
63677	THE FURNITURE BARN, supp.	\$200.00
63678	TRIUMPH SURPLUS, serv.	\$10.27
63679	VISU-SEWER INC, serv.	\$6,779.00
	TOTAL	\$281,113.96

A request had been submitted for a car show sponsored by C.A.R. on July 14. The streets to be closed are the same as previous years and include: Jackson from Clark to Ferguson, Blunt from Main to N. Johnson and Kelly from Main to N. Johnson from 6:00 a.m. to 4 p.m. on July 14. This will be the last year for this show due to declining membership of the car club. Motion by Freeseaman, second Hammond to approve the request as presented. Ayes - 5

The FY20 budget has been prepared and notice has been published in the paper. Total revenues and transfers are set at \$41,917,092 and total expenses and transfers are set at \$42,362,427. These numbers are higher than usual due to the wastewater plant expansion and the fiber to the home projects. Levy is set for \$15.90/thousand compared to \$15.83 for current fiscal year. Council member Freeseaman introduced Resolution 24-19 entitled, "RESOLUTION TO APPROVE THE CITY OF CHARLES CITY BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2020" 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. Public hearing was opened. Affidavit of publication dated 2/22/19 was informally filed. There were no written comments or oral comments. Motion by Joerger, second Starr to close. Ayes - 5. Council member Freeseaman introduced Resolution 24-19 for the second time and moved for adoption. Second to adopt Starr. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Hammond, Mallaro. Nays - none.

Heidi Nielsen, housing director, was present to request a lien release for property at 601 S. Jackson. This homeowner had participated in the 2012 housing rehab project and met all of the requirements of living there and maintaining ownership of the house for five years. She is recommending approval of this lien release. A correction will be made to the resolution, it states 301 and it should be 601 S. Jackson. Council member Starr introduced Resolution 25-19 entitled, "RESOLUTION RELEASING LIEN ON FORGIVABLE LOAN FOR PROPERTY LOCATED AT 601 S. JACKSON STREET" and moved for adoption. Second to adopt Hammond. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Hammond, Mallaro. Nays - none.

The Floyd/Mitchell/Chickasaw Landfill has recently received the audit of FY18. The city is a member of the 28E entity that runs this operation and therefore needs to approve the audit done each year. Council member Joerger is the city's rep on that board and he submitted a summary of the audit. It has a very healthy cash balance and things operate very smoothly there. They started a new cell this year. Council member Joerger introduced Resolution 26-19 entitled, "RESOLUTION APPROVING THE FY18 AUDIT REPORT FOR FLOYD/MITCHELL/CHICKASAW SOLID WASTE MANAGEMENT AGENCY" and moved for adoption. Second to adopt Starr. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Hammond, Mallaro. Nays - none.

Ordinance 1127 AN ORDINANCE VACATING A PORTION OF 6TH AVENUE AND ALLEYWAYS AT 500 N. GRAND AVENUE" was presented for a second reading. This ordinance would correct errors in the original vacation proceedings done back in the 1930's and would allow the school to obtain good title. They are in the process of selling this property to a developer. Planning and zoning has reviewed the right of way vacation request and is recommending approval of this vacation to the city council. The council held a public hearing and approved the first reading of this ordinance at the February 4 council meeting and second reading was done at the February 20 council meeting. Motion by Hammond, second Mallaro to approve the third and final reading of Ordinance 1127. Ayes - 5. Council member Hammond read the ordinance. Motion by Starr, second Hammond to adopt and publish Ordinance 1127. Ayes - 5

Ordinance 1128 AN ORDINANCE AMENDING CHAPTER 100 OF THE CHARLES CITY CODE OF ORDINANCES BY ADDING NEW SECTIONS 100.13, 100.14, 100.15 AND 100.16 FOR THE PURPOSE OF PROVIDING FOR REGULATIONS FOR THE CONNECTION OF SUMP PUMP SYSTEMS INTO THE PUBLIC STORMWATER SEWER SYSTEM was presented for its first reading. Currently, each homeowner is required to come before the council to execute an agreement for them to connect to the city storm sewer with their sump pumps. We want to re-write the ordinance to allow for this to happen at staff level with approval of a permit and an inspection of the connection. There are certain requirements, such as size of the discharge pipe and an inspection. This amendment will also allow the city to require connection to the storm sewer if a nuisance is occurring, such as ice buildup in the street in winter and moss/excessive water draining in the streets in the summer. Motion by Starr, second Mallaro to approve the first reading of ordinance 1128. Ayes - 5. Council member Starr read the ordinance.

A publication deadline was missed for the public hearings on the one day borrowing. They need to be rescheduled to a special meeting to be held March 13. Council member Starr introduced Resolution 27-19 entitled, "RESOLUTION SETTING THE DATE FOR PUBLIC HEARINGS AND ADDITIONAL ACTION ON PROPOSALS TO ENTER INTO GENERAL OBLIGATION LOAN AGREEMENTS AND TO BORROW MONEY THEREUNDER" and moved for adoption. Second to adopt Hammond. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Hammond, Mallaro. Nays - none.

A public hearing needs to be set for the 2019 Missouri Avenue Sub Drain project. Preliminary plans have been drafted and a public hearing is scheduled for April 1. This project will install sub drains in an active sump pump area on Missouri Avenue to help alleviate ground water being discharged into the streets and causing issues throughout the year. The project will include extending 6" diameter sub drain from storm sewer intakes and placed in the area between the back of the curb and sidewalk along the west and east sides of Missouri Avenue and the west side of North Grand Avenue. Temporary construction easements will have to be secured for sidewalk at the intersections. Council member Freeseaman introduced Resolution 28-19 entitled, "RESOLUTION SETTING PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF CONSTRUCTION COST

FOR NORTH MISSOURI SUB DRAIN PROJECT AND ORDERING THE ADVERTISEMENT FOR BIDS” and moved for adoption. Second to adopt Joerger. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Hammond, Mallaro. Nays - none

The South Main sidewalk extension project has preliminary plans done and a public hearing needs to be scheduled for this project. This project will include installing a five foot wide concrete sidewalk from the existing sidewalk at the clinic building on South Main to the intersection of 9th Street and Main St. Pedestrian curb ramps will be installed at 13th Street, hospital street entrances and 11th Street. Staff believes that this section of street has heavy pedestrian traffic due to the hospital so this project will be very beneficial. There were two unsuccessful projects bid recently, the mid-block crosswalk in the 400 block of North Main and gutter drainage improvements at 800 First Avenue, that will be included as alternate bids for this project in hopes of getting more favorable pricing as part of a larger project. We will have the ability to accept or reject these alternate bid items. Question was asked if the homeowners along here have been notified about the project and answer was no. Council member Freeseaman introduced Resolution 29-19 entitled, “RESOLUTION SETTING PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF CONSTRUCTION COST FOR SOUTH MAIN STREET SIDEWALK EXTENSION PROJECT AND ORDERING THE ADVERTISEMENT FOR BIDS” and moved for adoption. Second to adopt Hammond. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Hammond, Mallaro. Nays - none.

Water superintendent Cory Spieker has informed us that one of the two slakers at the water plant has stopped working and needs to be replaced. This equipment adds lime to the water to soften it. The plant is capable of producing 6 million gallons but currently only operates at 3 million. This causes the slakers to operate very slowly and that causes an alarm to be sent that a malfunction is occurring. Cory would like to purchase the replacement equipment that will accommodate the slower mode and not set off an alarm to call out the on call operator. Staff is therefore recommending purchasing that option at a cost of \$17,716 option. Some discussion had been had about just replacing both slakers now since the other one is the same age as the malfunctioning one. It makes sense to just get one right now so that they won't be so prone to both going bad at the same time in the future. Council member Starr introduced Resolution 30-19 entitled, “RESOLUTION APPROVING PURCHASE OF SLAKER FOR WATER PLANT” and moved for adoption. Second to adopt Hammond. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Hammond, Mallaro. Nays - none

Motion by Starr, second Hammond to enter into closed session pursuant to Iowa Code Chapter 21.5 (j) to discuss acquisition of property at 6:28 p.m. Ayes - Starr, Joerger, Freeseaman, Hammond, Mallaro. Nays - none.

Reconvened into open session at 6:52. No action was taken in closed session.

Mayor Andrews stated that staff is to continue discussions with property owner.

City clerk O'Donnell shared a thank you from Marilee Monroe on the quick response to replacing her mailbox that was knocked over by city snow plow. Our next meeting will be held March 13 at 6:00 with a special meeting first followed by a planning session.

City administrator Diers had distributed a listing of this year's workshops that will be “hosted” by each city department. Start with the library on March 25 and we will meet in the Zastrow room that night. Last broadband commission meeting had discussion on location of the equipment for this utility. A broadband conference is being held next week and Steve and Josh Mack from the commission are planning on attending on Tuesday. A kickoff for our sponsored project is planned for this Thursday. A meeting is also scheduled for Friday with Fox Engineering for the wastewater plant project. Interviews have been concluded for the open transit driver position. Council member Freeseaman requested that information on the broadband decisions coming up soon be given to the council so they can be ready to make those decisions.

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

Jerry Joerger, Mayor Pro Tem

Attest:

Trudy O'Donnell, City clerk