

COUNCIL MINUTES  
REGULAR SESSION  
MARCH 18, 2019

Charles City city council met in regular session on March 18, 2019 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Jerry Joerger, DeLaine Freeseaman and Michael Hammond. Absent were Dan Mallaro and Keith Starr. 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 - 3

Motion by Joerger, second Hammond to approve the minutes of the February 23 and March 4 meetings. Ayes - 3

Motion by Joerger, second Hammond to approve the consent calendar. Ayes - 3. Consent calendar consisted of the following: approve 2/19 financials for city of Charles City and CC Public Employees Health Plan, approve filing the following liens-for frozen meter 601 N. Grand \$90, for delinquent utility bills-Acct5025580000 \$43.52, Acct 5016410000 \$96.77, Acct5023150002 \$163.57 and payment of claims (including those approved by other boards):

63680-63699	PAYROLL ENDING 03/02/19	\$95,059.18
63700	CITY OF CHARLES CITY, payroll liabilities	\$1,440.36
63701-63702	CC PUBLIC EMP HEALTH PLAN, payroll liabilities	\$9,108.50
ACH	COLLECTION SERVICE CENTER, payroll liabilities	\$212.76
ACH	EFTPS, payroll liabilities	\$26,971.86
63703	EMC NATIONAL LIFE COMPANY, payroll liabilities	\$6.00
ACH	FAMILY COMM CREDIT UNION, payroll liabilities	\$1,508.00
ACH	ICMA, payroll liabilities	\$1,506.92
63704	CENTURYLINK COMMUNICATIONS, serv.	\$392.56
63705	VERIZON WIRELESS, serv.	\$120.03
63706	RYAN KLOCKE, utility deposit refund	\$28.71
63707	JEFFREY MARTY, utility deposit refund	\$27.38
63708	RUTHMARIE CARTER, utility deposit refund	\$90.00
63709	BRET M. FREIBERG, utility deposit refund	\$90.00
63710	VEDANJALI GOGINENI, utility deposit refund	\$90.00
63711	TYLER GRIFFIN, utility deposit refund	\$90.00
63712	DANNY GUTHART, utility deposit refund	\$90.00
63713	BETHANY KOIS, utility deposit refund	\$90.00
63714	KWIK TRIP INC, supp.	\$259.31
63715	MARCO TECHNOLOGIES LLC, serv.	\$204.05
63716	LEAF, serv.	\$139.40
63717	MARCO TECHNOLOGIES LLC, serv.	\$3,579.73
63718	WINDSTREAM, serv.	\$60.45
63719-63721	BAKER & TAYLOR BOOKS, supp.	\$3,283.34

63722	BAKER & TAYLOR ENTERTAINMENT, supp.	\$414.53	
63723	BRODART COMPANY, supp.	\$436.02	
63724	CAROL CASE, serv.	\$1,100.00	
63725	CC PUBLIC EMP HEALTH PLAN, serv.	\$2,569.87	
63726	COREY HAWKE, serv.	\$339.00	
63727	DREES CO, serv.	\$95.00	
63728	FARM BUREAU, serv.	\$45.00	
63729	GALE, supp.	\$114.46	
63730	INGRAM LIBRARY SERVICES, supp.	\$78.34	
63731	LEAF, serv.	\$72.30	
63732	MARTIN BROS DISTRIBUTING CO, supp.	\$602.14	
63733	MEDIACOM, serv.	\$328.43	
63734	MICHAELS BAND BOX, serv.	\$681.54	
63735	MIDAMERICAN ENERGY, serv.	\$2,631.32	
63736	NEWBAUER INC, serv.	\$59.00	
63737	STAPLES ADVANTAGE, supp.	\$265.59	
63738	STATE LIBRARY OF IOWA, serv.	\$50.00	
63739	VAC SHACK & SEWING CENTER, supp.	\$15.90	
63740	VISA, supp.	\$108.42	
63741	WESTERN MVP PLOW, supp.	\$6,496.58	
63742	2019 CHEV SILVERADO TRUCK, supp.	\$19,252.80	
ACH	MARCH FGP STIPEND CHECKS	\$13,156.57	
ACH	BANCORPSV, serv.	\$302.20	
ACH	BARBARA BROWN (FGP), mileage	\$32.48	
ACH	BETTY HANSON (FGP), mileage	\$4.48	
ACH	COLLEEN HUEBSCH (FGP), fingerprints reimbursement		\$10.00
ACH	FIRST CITIZENS-CC, serv.	\$15.49	
ACH	IMAGETEK, serv.	\$340.00	
ACH	JACQUELINE FERCH (FGP), mileage	\$10.24	
ACH	LADONNA NORRIS (FGP), mileage	\$5.76	
ACH	MAVIS BEENEN (FGP), mileage	\$6.40	
ACH	PATRICIA SINNWELL (FGP), mileage	\$3.84	
ACH	US POSTAL SERVICE, mileage	\$1,000.00	
ACH	VALERIE JENKINS (FGP), mileage	\$12.76	
63743	AGSOURCE COOPERATIVE SERVICES, serv.	\$133.50	
63744	ARNOLD MOTOR SUPPLY LLP, supp.	\$37.45	
63745	DAVID ANDEREGG/AUTO CRAFTERS, serv.	\$3,219.78	
63746	BRUENING ROCK PRODUCTS INC, supp.	\$694.67	
63747	BUSINESS CARD, serv.	\$2,168.06	
63748	CARQUEST AUTO PARTS, supp.	\$374.24	
63749	CHARLES CITY AREA DEV CORPORATION, serv.	\$1,492.50	
63750	CENTRAL IOWA DISTRIBUTING, supp.	\$104.52	
63751	CENTURLINK COMMUNICATIONS, serv.	\$353.19	

63752	CC CHAMBER OF COMMERCE, serv.	\$13.05
63753	CHARLES CITY PRESS INC, serv.	\$118.00
63754	CHATFIELD SALVAGE/TOWING, serv.	\$405.00
63755	CINTAS CORPORATION, serv.	\$55.30
63756	CIRCLE K COMMUNICATIONS INC, supp.	\$430.75
63757	CLAREY'S SAFETY EQUIPMENT, supp.	\$1,072.33
63758	COMPRESSED AIR & EQUIPMENT, serv.	\$402.16
63759	COMPUTRONICS, serv.	\$580.00
63760	CORE & MAIN LP, supp.	\$358.58
63761	CROELL INC, supp.	\$384.00
63762	DLE-DOGS FOR LAW ENFORCEMENT, serv.	\$65.00
63763	DLE CERTIFICATION, serv.	\$350.00
63764	DO IT ALL SERVICES LLC, serv.	\$2,555.00
63765	FARMERS FEED & GRAIN INC, tax rebate	\$4,942.97
63766	FLOYD CO FIREFIGHTERS ASSOCIATION, serv.	\$50.00
63767	FLOYD COUNTY AUDITOR, serv.	\$1,913.00
63768	FOX ENGINEERING INC, serv.	\$15,216.00
63769	GHD SERVICES INC, serv.	\$147.00
63770	GWORKS, serv.	\$340.00
63771	HAWKINS INC, supp.	\$1,200.84
63772	HY-VEE INC, supp.	\$63.46
63773	HY-VEE - CHARLES CITY, grocery cart reimbursement	\$81.95
63774	IDOT-CASHIER'S OFFICE, supp.	\$1,923.43
63775	INTERNATIONAL CODE COUNCIL INC, serv.	\$135.00
63776	IOWA DIV OF LABOR SERVICES, serv.	\$40.00
63777	IOWA ONE CALL, serv.	\$28.50
63778	JACKSON STREET PRESS, serv.	\$106.95
63779	JENDRO SANITATION SERVICES, serv.	\$47,648.02
63780	JENDRO SANITATION SERVICES, serv.	\$238.00
63781	JOHN DEERE FINANCIAL, supp.	\$514.32
63782	KATHY K CROOKS, serv.	\$250.00
63783	KEYSTONE LABORATORIES, serv.	\$419.76
63784	L&J INDUSTRIES INC, supp.	\$1,339.00
63785	LARRY ELWOOD CONSTRUCTION, supp.	\$113.10
63786	LARSON PRINTING CO, serv.	\$429.00
63787	LESSIN SUPPLY COMPANY	**VOIDED**
63788	LESSIN SUPPLY COMPANY, supp.	\$1,003.42
63789	LESSIN SUPPLY COMPANY, supp.	\$51.50
63790	LOOKOUT POINT COMMUNICATIONS, serv.	\$34,164.95
63791	MARCO TECHNOLOGIES LLC, serv.	\$33.80
63792	MARCO-FIRE DEPT, serv.	\$114.00
63795	MERRITT COMPUTER SERVICE INC, serv.	\$561.30
63796	MICHAELS BAND BOX, serv.	\$85.00

63797	MIDLAND GIS SOLUTIONS LLC, serv.	\$6,100.00
63798	MIDWEST K-9 DETECTION, serv.	\$75.00
63799	MIKE'S C&O TIRE INC, serv.	\$540.96
63800	MILLS-INC, serv.	\$369.11
63801	MISSISSIPPI LIME COMPANY, supp.	\$6,340.01
63802	NCL OF WISCONSIN, supp.	\$153.23
63803	NEWBAUER INC, serv.	\$25.83
63804	NEWBAUER INC, serv.	\$209.50
63805	NIACC, serv.	\$50.00
63806	NIACC, serv.	\$180.00
63807	NIACOG, serv.	\$142.40
63808	NOAH, SMITH, SCHUKNECHT & SLOTER, serv.	\$3,052.90
63809	PERRY NOVAK ELECTRIC INC, serv.	\$1,952.50
63810	PITNEY BOWES-LEASE ACCT, serv.	\$162.00
63811	PLANSCAPE PARTNERS, serv.	\$797.50
63812	POSTMASTER, serv.	\$895.00
63813	PRODUCTIVITY PLUS ACCOUNT, supp.	\$598.02
63814	QUILL CORPORATION, supp.	\$219.95
63815	RONALD HILLEGAS/R&S MOWING LLC, serv.	\$1,470.00
63816	RICHARD COWELL TACTICAL, supp.	\$348.50
63817	RILEY'S INC, supp.	\$4.95
63818	SALT, serv.	\$15.00
63819	SCHUETH ACE HARDWARE, supp.	\$165.78
63820	SCHUETH ACE HARDWARE, supp.	\$82.62
63821	SISSON & ASSOCIATES INC, serv.	\$48.00
63822	S J ELECTRO SYSTEMS INC, serv.	\$12,919.00
63823	SRIXON/CLEVELAND GOLF, supp.	\$1,945.01
63824	STANARD & ASSOCIATES INC, supp.	\$164.50
63825	STEVEN T DIERS, monthly phone stipends	\$100.00
63826	SUBWAY, supp.	\$18.00
63827	SUPERIOR LUMBER INC, supp.	\$124.86
63828	TRANS IOWA EQUIPMENT, supp.	\$3,128.93
63829	TRENT PARKER, serv.	\$165.00
63830	UNITED STATES CELLULAR, serv.	\$1,002.00
63831	WESTRUM LEAK DETECTION, serv.	\$735.00
63832	WISCONSIN INDEPENDENT NETWORK, serv.	\$1,200.00

**TOTAL** \$370,792.47

February Receipts - Gen-37951.02;Disp-35201.68;K-9-40.00;SafetyEd-1785.00;P/R C/I-183.01;CommEq-1312.54;H/M-243.84;RAGBRAI-.29;RUT-82737.14;EmpBen-4389.38;CVTC-496.82;Emerg-244.41;OptTx-63357.51;TIF-3252.22;LibrTr-614.38;FGP-24027.81;PubHous-70050.17;Sect8-

74200.81;'18RehabGrant-3991.00;DebtServ-1273.14;Water-198096.21;Sewer-184479.37;WasteFnd-51044.22;Transit-13130.25;SWU-17486.72;FireExt-92.00

February Disbursements-Gen-189895.51;Disp-33751.32;K-9-152.85;P/R C/I-5000.00;H/M-28242.47;RUT-61937.11;EmpBen-78344.14;CVTC-1512.83;TIF-5269.21;LibrTr-4362.19;FGP-27161.34;PubHous-52353.94;Sect8-55835.39;'18Rehab-3991.00; Cable-40609.00; FibertoHome-43017.87;Water-77671.55;Sewer-48039.41;WWTPExp-129177.20;WasteFnd-44028.55;Transit-18174.60;SWU-2442.02;FireExt-530.64

Business of the Mayor - Mayor Andrews is recommending appointment of Beth Diers to replace Stewart Coulson, who has one year left on his term, on the public housing board. Motion by Joerger, second Freeseaman to approve this appointment. Ayes - 3

Mark Wicks was present to request use of city property and street closures for the Cedar River Shiver event, July 4<sup>th</sup> activities and Chick Fest. The shiver will take place March 23 (weather and river level permitting) They are requesting Riverside Drive from the boat ramp to St. Mary's Street from noon to 4:30 p.m. The event starts at 3:00. Motion by Freeseaman, second Hammond to approve the request. Ayes - 3. The July 4<sup>th</sup> events remain the same as well as the parade route. Kids Day will be held July 3. Line up for the parade will be on 13<sup>th</sup> Avenue again and the parade will run from 13<sup>th</sup> Avenue down to Riverside and wind back around north on North Jackson, ending at Lane Street. They are requesting street closures for the blocks around Central Park (excluding Main Street) for July 3 through July 7 for various events. Motion by Joerger, second Freeseaman to approve this request. Ayes - 3. They will be adding carriage rides this year to Chick Fest which is set for April 6. They would like to close Kelly Street from Main Street to N. Jackson for a loading zone for the rides from 7:00 a.m. to 2:30 p.m. Motion by Freeseaman, second Joerger to approve this request. Ayes - 3

Mayor Andrews opened the public hearing on the North Jackson/South Main HMA project. Affidavit of publication dated 3/14/19 was informally filed. Mayor Andrews asked for written comments. There being none, he then asked for oral comments. There were none. Motion by Hammond, second Joerger to close the hearing. Ayes - 3. City engineer Fallis reviewed the plans for this project which include HMA surfacing, pedestrian curb ramps for the sidewalks within the project, minor repairs to the curb and gutter and storm sewer extension on South Main. The DOT is in charge of this project and funding will come from state and federal funds, no city dollars are needed. Council member Freeseaman introduced Resolution 32-19 entitled, "RESOLUTION APPROVING FINAL PLANS, SPECIFICATIONS AND FORM OF CONTRACT FOR THE NORTH JACKSON/SOUTH MAIN STREET HMA OVERLAY PROJECT, CHARLES CITY, IOWA" and moved for adoption. Second to adopt Joerger. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Hammond. Nays - none.

The DOT has received two bids for this project and Heartland Asphalt was low at \$805,949.53. Engineer's estimate for the project was \$890,000. The DOT is asking for the city to concur with this award. Council member Freeseaman introduced Resolution 33-19 entitled, "RESOLUTION APPROVING AWARD AND CONTRACT AND BOND FOR THE NORTH JACKSON/SOUTH MAIN STREET HMA OVERLAY PROJECT" and moved for adoption. Second to adopt Joerger. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Hammond. Nays - none

The construction of the ADA requirements for the sidewalk intersections for this project will require temporary construction easements from the abutting property owners. We have 14 total and they have all been executed by the property owners. Council member Freeseaman introduced Resolution 34-19 entitled, "RESOLUTION APPROVING TEMPORARY CONSTRUCTION EASEMENTS FOR THE 2019 SOUTH JACKSON/NORTH MAIN HMA PROJECT, CHARLES CITY, IOWA" and moved for adoption. Second to adopt Hammond. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Hammond. Nays - none

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 a second 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 Freeseaman, second Joerger to approve the second reading of Ordinance 1128. Ayes - 3. Councilmember Freeseaman read the ordinance.

Ordinance 1129 AN ORDINANCE AMENDING SECTIONS 124.03 - EXCEPTIONS, SECTION 124.06 - WORKSMANSHIP, AND SECTION 151.03 - DUTY TO TRIM TREES, OF THE CHARLES CITY CODE OF ORDINANCES FOR THE PURPOSE OF REQUIRING PRIVATE PROPERTY OWNERS TO TRIM TREES ON PUBLICLY OWNED PROPERTY OR RIGHT-OF-WAY ABUTTING THE OWNERS' PRIVATE PROPERTY was presented for a first reading. This change would allow the trimming of trees in the city right of way by the abutting property owners without needing a bond or tree trimming license to do so. This is for the trees in front of their property only, not anyone else's. It will also allow for the city to inspect the work done. Motion by Hammond, second Joerger to approve the first reading of Ordinance 1129. Ayes - 3. Council member Hammond read the ordinance.

An SRF loan will be secured for the wastewater plant expansion project and a public hearing needs to be held on this application. Notice needs to be published and no action taken for a minimum of 30 days before the public hearing. The hearing is set for May 6 at 6:00 p.m. Council member Joerger introduced Resolution 35-19 entitled, "RESOLUTION SETTING PUBLIC HEARING TO REVIEW AN APPLICATION FOR A STATE REVOLVING FUND (SRF) LOAN AND PLANS FOR THE WATER RESOURCE RECOVERY FACILITY IMPROVEMENTS PROJECT" and moved for adoption. Second to adopt Freeseaman. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Hammond. Nays - none

The building at 401 N. Main that houses the Chamber, ADC and Community Revitalization offices is in need of new windows and doors. In the winter, the doors tend to collect ice on them and freeze shut, so they are not very efficient. Plans are to replace the front windows and two entrance doors while also changing the vestibule in front to include an area for visitor information that will be accessible 24/7. The building will be made ADA accessible, too. The city has funds of \$40,000 earmarked for this project and was recently awarded a \$10,000 hotel/motel grant which will pretty much cover the estimated cost of \$51,000 for this project. Council member Freeseaman introduced Resolution 36-19 entitled, "RESOLUTION APPROVING DESIGN PLANS FOR 401 N. MAIN WINDOW/DOOR REPLACEMENT PROJECT, CHARLES CITY, IOWA" and moved for adoption. Second to adopt Hammond. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Hammond. Nays - none

City clerk O'Donnell stated that the next planning session will be held March 25 at 6:00 p.m. There is also need to change the April 10 planning session to April 8 due to several people being gone April 10. Council concurred with this change.

City administrator Diers reported that he will be attending the IMMI conference this week in Iowa City. Council member Freeseaman asked for an update to be given on McQuillen Place at an upcoming planning session and reply was that there really is no new information.

Motion by Freeseaman, second Hammond to adjourn. Ayes - 3

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Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk