

COUNCIL MINUTES
REGULAR SESSION
MARCH 21, 2022

Charles City city council met in regular session on March 21, 2022 at 6:00 p.m. in council chambers. Mayor 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 Slotter.

Citizen comments - none

Mayor Andrews welcomed everyone to the meeting.

Councilmember Freeseaman asked to remove item 10D concerning Omnitel agreement from the agenda. Motion by Freeseaman, second Pittman to approve the agenda as amended. Ayes - 5

Motion by Pittman, second Freeseaman to approve the minutes of the March 2 and 7th meetings. Ayes - 5

Motion by Freeseaman, second Pittman to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following: consider approval of the 2/22 financials for city of Charles City and CC Public Employees Health Plan, consider approval of Class E liquor license w/ Sunday Sales and Class B wine permit for Rush Stop and payment of claims (including those approved by other boards):

ACH	POULTON ASSOCIATES	\$1,100.90
ACH	FOSTER GRANDPARENTS	\$7,976.10
ACH	TREASURER, STATE OF IOWA	\$18,015.62
ACH	BANCORPSV	\$146.38
ACH	AUXIENT	\$63.05
ACH	TREASURER, STATE OF IOWA	\$7.30
ACH	BANCORPSV	\$120.00
75940-75955	UTILITY BILLING DEPOSIT REFUNDS	\$1,159.73
75956	POSTMASTER	\$1,365.00
75957	AMAZON CAPITAL SERVICES	\$358.94
75958	BAKER & TAYLOR BOOKS,SERV	\$2,864.64
75959	BAKER & TAYLOR ENTERTAIN	\$62.97
75960	BRODART COMPANY	\$244.20
75961	CANON FINANCIAL SERVICES INC	\$69.32
75962	CAROL CASE	\$1,338.20
75963	CC PUBLIC EMP HEALTH PLAN	\$4,432.97
75964	CENTER POINT LARGE PRINT	\$401.86
75965	TRENT PARKER / COMPUTER PARKER	\$2,534.07
75966	COREY HAWKE	\$389.00
75967	CRYSTAL GRIFFEN	\$23.54
75968	DEMCO INC	\$140.28
75969	FARM BUREAU	\$45.00
75970	GORDON FLESCH COMPANY	\$84.00
75971	HY-VEE INC	\$75.27
75972	INGRAM LIBRARY SERVICES	\$28.16
75973	KANOPY INC	\$124.00
75974	MEDIACOM	\$334.56
75975	MIDAMERICAN ENERGY	\$3,908.40

75976	MIDWEST TAPE	\$129.93
75977	PERRY NOVAK ELECTRIC INC	\$3,971.75
75978	PETTY CASH-LIBRARY	\$43.49
75979	SCHUETH ACE HARDWARE	\$5.99
75980	STAPLES ADVANTAGE	\$104.88
75981	VISA	\$308.35
75982-75993	PAYROLL ENDING 3/12/2022	\$90,007.45
75994	CITY OF CHARLES CITY	\$1,058.80
75995	CC PUBLIC EMP HEALTH PLAN	*VOID
75996	CC PUBLIC EMP HEALTH PLAN	\$9,344.31
75997	EMC NATIONAL LIFE-SUPPLEM	\$6.00
ELEC	EFTPS (PAYROLL TAXES)	\$25,551.86
ELEC	FAMILY COMM CREDIT UNION	\$1,683.00
ELEC	IMCA MEMBERSHIP RENEWALS	\$2,666.51
75998	ARNOLD MOTOR SUPPLY LLP	\$41.12
76038	AGVANTAGE FS	\$673.97
76039	AHLERS & COONEY PC	\$210.00
76040	AMAZON CAPITAL SERVICES	\$65.74
76041	BUY LOW NORTH, 9	\$147.95
76042	CARQUEST AUTO PARTS	\$240.08
76043	CENTURYLINK	\$47.22
76044	CENTURYLINK	\$456.45
76045	CINTAS	\$210.09
76046	CITY OF CHARLES CITY	\$546.28
76047	CIVICPLUS	\$160.00
76048	CJ COOPER & ASSOCIATES INC	\$20.00
76049	COMPUTRONICS	\$1,125.00
76050	CORE & MAIN LP	\$220.00
76051	DR ANTHONY TATMAN	\$25.00
76052	D&L CAR CARE	\$48.44
76053	DEBOEST CONCRETE CORP	\$2,000.00
76054	FLOYD CO MEDICAL CENTER CLINIC	\$417.00
76055	FLOYD COUNTY ENGINEER	\$427.00
76056	GHD SERVICES INC	\$318.37
76057	GRAINGER	\$2,172.90
76058	HACH COMPANY	\$1,530.00
76059	HAWKINS INC	\$1,377.38
76060	IDOT-CASHIER'S OFFICE	\$553.14
76061	IOWA LAW ENFORCEMENT ACADEMY	\$150.00
76062	IA MUN FINANCE OFFICERS ASSOC	\$50.00
76063	IOWA FIRE CHIEFS' ASSOCIATION	\$25.00
76064	JENDRO SANITATION SERVICES	\$51,105.48
76065	JENDRO SANITATION SERVICES	\$249.90
76066	JOHN DEERE FINANCIAL	VOID

76067	JOHN DEERE FINANCIAL	\$560.54
76068	JOHN DEERE FINANCIAL	VOID
76069	JOHN FALLIS	\$221.76
76070	KENTUCKY RIDGE ASSISTED LIVING	\$78.00
76071	KEYSTONE LABORATORIES	\$563.00
76072	LEAF	\$268.94
76073	LESSIN SUPPLY COMPANY	\$22.00
76074	MARCO	\$134.36
76075	MEDIACOM	\$90.20
76076	MERRITT COMPUTER SERVICE INC	\$2,345.00
76077	METERING TECHNOLOGY SOLUTIONS	\$2,244.07
76078	MICK GAGE PLUMBING & HEATING	\$98.70
76079	MIDAMERICAN ENERGY	\$7,301.45
76080	MIDAMERICAN ENERGY	\$7,183.03
76081	MIKE MOLSTEAD MOTORS INC	\$28.64
76082	MIKE'S C&O TIRE INC	\$1,090.39
76083	MISSISSIPPI LIME COMPANY	\$7,686.83
76084	NCL OF WISCONSIN	\$255.08
76085	NIACC	\$180.00
76086	NOAH,SMITH,SCHUKNECHT & SLOTER	\$1,233.78
76087	NORTHERN SAFETY CO INC	\$429.89
76088	OFFICE DEPOT	\$163.78
76089	POSTMASTER	\$580.00
76090	RAPID PRINTERS/OFFICE WORLD	\$142.00
76091	RILEY'S INC	\$430.00
76092	SAM, LLC.	\$3,600.00
76093	SCHUETH ACE HARDWARE	\$320.84
76094	SCHUETH ACE HARDWARE	\$9.98
76095	SNAP ON	\$253.80
76096	STERICYCLE INC	\$180.15
76097	TRIUMPH SURPLUS LLC	\$30.18
76098	USA BLUEBOOK	\$484.45
76099	WEX BANK	\$7,190.25
76100	ZEP SALES AND SERVICE	\$192.95
76001		
		\$292,503.33

February Receipts: Gen - 61091.91; SafetyEd-100.00; P/R C/I 17.59;H/M-62.99;RAGBRAI-.24;RUT-81376.12;EmpBen-9875.90;CVTC-293.55;Emerg-571.74;OptTx-1656.80;TIF-1316.88;AmerResFnd-406.41;FGP-19031.93;PubHous-47877.77;Sect8-77305.92;'18rehab-944.00;DebtServ-3806.93;Water-228133.90;Sewer-182054.48;WasteFnd-61424.88;Transit-64801.20;SWU-17153.39;FireExt-350.00
February Disburserments: Gen-291112.07;RUT-70754.65;EmpBen-88916.04;CVTC-5290.38;TIF-4896.78;LibrTr-1112.19;FGP-18345.24;PubHous-80036.31;Sect8-69586.52;AssetForf-360.00;'18Rehab-71557.06;Cable-210.00;CWBridge-1231.10;FibertoHome-585.35;IPC-5255.70;Water-

94901.39;ClearWellproj-59701.70;Sewer-66224.27;WWTP-532064.28;WasteFnd-52296.42;Transit-32960.99;SWU-22678.43;FireExt-152.15

Mayor Andrews presented a proclamation for Honey Bee Day. Motion by Freeseaman, second Pittman to approve. Ayes - 5

Mayor Andrews is recommending appointing Michael Bauer to replace Jennifer Thiele on the historic preservation commission. Motion by Knighten, second Pittman to approve this appointment. Ayes - 5

Mayor Andrews is recommending reappointing Joel Farnham to the housing board. Motion by Pittman, second Knighten to approve. Ayes - 5

Mayor Andrews opened the public hearing on the FY23 budget. Affidavit of publication dated 3/11/22 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 Pittman to close the hearing. Ayes - 5
With the 14 million decrease in taxable valuations, it was a more difficult budget process this year. We cut out some purchases and are using some cash reserves to keep the levy increase from being too large. This year's levy is \$15.98 and FY23 levy is set at \$16.20. Council member Freeseaman introduced Resolution 32-22 entitled, "RESOLUTION TO APPROVE THE CITY OF CHARLES CITY BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2023" 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 FMC Landfill has concluded the audit on their FY21 financials. Since we are a member of the 28E that oversees the operation of the landfill, we need to accept the audit reports as they are completed. Jerry Joerger is the city's representative on the board and he was present to answer questions. He stated the landfill is in a good financial position and have adequate funds for post closure as required by the state. Council member Freeseaman asked if there was any specific number for a cap on the amount in those restricted funds and Joerger replied that the state dictates what the level needs to be for post closure. Council member Freeseaman introduced Resolution 33-22 entitled, "RESOLUTION APPROVING THE FY21 AUDIT REPORT FOR FLOYD/MITCHELL/CHICKASAW SOLID WASTE MANAGEMENT AGENCY" 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

Theisen's has submitted a lease for their garden center for 2022. Area is the same as in the past. Rent will be \$250 per month. Council member Freeseaman introduced Resolution 34-22 entitled, "RESOLUTION APPROVING A LEASE AGREEMENT BETWEEN THEISEN'S AND THE CITY OF CHARLES CITY FOR USE OF PUBLIC PARKING LOT" 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

Hy-Vee has submitted a lease for their garden center for 2022. The area is the same as in the past and rent will be \$275 per month. Council member Freeseaman introduced Resolution 35-22 entitled, "RESOLUTION APPROVING A LEASE AGREEMENT BETWEEN HYVEE AND THE CITY OF CHARLES CITY FOR USE OF PUBLIC PARKING LOT" 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

Much discussion has been held on the installation of fiber by Omnitel to service the public housing three locations. The current internet is not reliable enough to operate the security cameras that were recently installed. There is an electrical upgrade project that will be started once the ground gets fit enough and housing director Katie Nolte would like to put the fiber into the same trench as the electrical is going to save digging up twice. The capital fund grant for housing will pay \$20,000 to Omnitel toward the install of the fiber. Council member Knighten asked if Omnitel had plans to expand beyond these locations to service other businesses or residents. City administrator Diers replied that it would depend on the on the demand. Council member Starr introduced Resolution 37-22 entitled, "RESOLUTION APPROVING OMNITEL SITE CONNECTION PROPOSAL FOR PUBLIC HOUSING" and moved for adoption. Second

to adopt Pittman. Resolution duly passed on roll call vote as follows: Starr, Lumley, Freeseeman, Pittman.
Nays - Knighten.

The police department has been working with Lexipol to draft an updated policy manual for the department. This company has a team of lawyers that will monitor changes in laws and recent court cases to send updates for our manual as needed. Much discussion has been held with council on how best to get these updates in place in a timely manner. City attorney Slotter has drafted a resolution that adopts the new manual and authorizes Chief Anderson to implement the changes as they are received. Council will ratify any changes on a monthly basis in the consent calendar. Council member Knighten introduced Resolution 38-22 entitled, "RESOLUTION APPROVING AND ADOPTING CHARLES CITY POLICE DEPARTMENT POLICY MANUAL" and moved for adoption. Second to adopt Freeseeman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseeman, Pittman, Knighten.
Nays - none

Pay estimate #29 has been submitted for the WRRF project. It is in the amount of \$213,547.65 which brings the total to date approximately sixteen million. This payment is mainly for demolition, HVAC and electrical. This project has remained pretty close to the budget. There will be new red beds installed as soon as the weather is fit, the old ones did not take very well. Council member Pittman introduced Resolution 39-22 entitled, "RESOLUTION APPROVING PAY ESTIMATE #29 FOR WATER RESOURCE RECOVERY FACILITY PROJECT" and moved for adoption. Second to adopt Knighten. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseeman, Pittman, Knighten. Nays - none.

With Floyd County reconfiguring their voting districts, it has been requested by the county to allow a portion of rural St. Charles Township to use one of the city's polling places to make it more convenient for those voters. An agreement has been drafted for this purpose. The city will need to amend their Precinct 3 to bring this small rural area in. A new ordinance will also need to be drafted and a public hearing, scheduled for April 4, be held for it. Council member Freeseeman introduced Resolution 40-22 entitled, "RESOLUTION APPROVING AN AGREEMENT WITH FLOYD COUNTY FOR THE COMBINATION OF A RURAL TOWNSHIP AND CITY PRECINCT" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseeman, Pittman, Knighten.
Nays - none.

Council member Freeseeman introduced Resolution 41-22 entitled, "RESOLUTION DIRECTING THE CLERK TO PUBLISH NOTICE OF HEARING ON ORDINANCE 1155 AMENDING REPEALING CHAPTER 3, ELECTION PRECINCTS OF THE CHARLES CITY CODE OF ORDINANCES, 2015 AND ADOPTING A NEW CHAPTER 3, ELECTION PRECINCTS, OF THE CODE OF ORDINANCES OF THE CITY OF CHARLES CITY, IOWA 2015" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseeman, Pittman, Knighten. Nays - none.

City clerk O'Donnell reported that the next planning session will be March 30 at 6:00 p.m.

City administrator Diers reported that the Rotary club is planning to replace the bleachers at Sportsmen Park. Spring clean up has been changed to a drop off event this year, with dumpsters being placed at Shaw Avenue. If customers require a curb side pick up, they can contact Jendro and will pay a fee for the service. This event will run from April 28 to May 7.

Council member Lumely reported that the airport commission has been discussing a runway rehabilitation project and also updating their signage.

Motion by Pittman, second Freeseeman to adjourn. Ayes - 5.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk