

COUNCIL MINUTES
REGULAR SESSION
APRIL 2, 2018

Charles City city council met in regular session on April 2, 2018 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Jerry Joerger (arrived at 6:02), DeLaine Freeseaman, Michael Hammond and Dan Mallaro. 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 Starr to approve the agenda. Ayes - 4

Joerger arrived. Motion by Freeseaman, second Starr to approve the minutes of the March 19 meeting. Ayes - 5

Motion by Hammond, second Mallaro to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following: approve Class C beer permit w/ Sunday Sales for Kwik Star #419, approve Class C beer permit w/ Sunday Sales for Big Kmart, approve the following bonds: sidewalk - L & C Builders, DeBoest Concrete, Plumbing/Mechanical- Hockenson's Plumbing, Mills, Inc. and payment of claims (including those approved by other boards):

59425-59444	PAYROLL ENDING 03/17/18	\$83,571.24
59445-59451	PAYROLL LIABILITIES	\$100,608.79
59452	KATHRYN JOHNSON, replace lost check	\$82.85
59453	IOWA DEPT OF NATURAL RESOURCES, serv.	\$100.00
59454	TRENT PARKER, serv.	\$400.64
59455	C NABER & ASSOCIATES, serv.	\$395.00
59456	COLTON YOUNG, replace lost check	\$90.00
ACH	BANCORPSV, serv.	\$30.00
ACH	IOWA WORKFORCE DEVELOPMENT, serv.	\$1,490.99
ACH	CAROLYN KACER (FGP), mileage	\$15.44
ACH	DARLENE TOYNE (FGP), mileage	\$8.64
ACH	JOANIE NIELSEN (FGP), mileage	\$10.80
ACH	LINDA BETELS (FGP), mileage	\$8.64
ACH	SHIRLEY ORTHEL (FGP), mileage	\$8.64
59457	ARNOLD MOTOR SUPPLY LLP	**VOIDED**
59458	ARNOLD MOTOR SUPPLY LLP, supp.	\$2,129.15
59459	ASSOC STATE FLOOD PLAIN MGRS, serv.	\$655.00
59460	AUSTIN DE CONNERLEY, serv.	\$30.00
59461	CC FIRE EXTINGUISHER SERVICE, serv.	\$436.50
59462	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
59463	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
59464	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
59465	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
59466	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
59467	CC PUBLIC EMP HEALTH PLAN, serv.	\$59,797.51
59468	CEDAR CREEK TREE SERVICE LLC, serv.	\$15,900.00
59469	CENTURYLINK COMMUNICATIONS, serv.	\$112.00
59470	CINTAS CORPORATION, serv.	\$62.58
59471	DON'S REPAIR, supp.	\$6.40

59472	DOUBLE Z CONSTRUCTION, serv.	\$394.00
59473	ELECTRONIC ENGINEERING, supp.	\$336.00
59474	ETHANOL PRODUCTS LLC, supp.	\$1,173.74
59475	FOX ENGINEERING INC, serv.	\$81,328.00
59476	GOLF SCORECARDS INC, supp.	\$947.00
59477	GRAINGER, supp.	\$304.98
59478	HACH COMPANY, supp.	\$141.79
59479	HAWKINS INC, supp.	\$1,170.48
59480	IAWEA COLLECTION SYS COMMITTEE, serv.	\$220.00
59481	IDOT-CASHIER'S OFFICE	**VOIDED**
59482	IDOT-CASHIER'S OFFICE	**VOIDED**
59483	IDOT-CASHIER'S OFFICE, supp.	\$3,963.82
59484	IDOT-CASHIER'S OFFICE, supp.	\$319.49
59485	JOHN A HOWE, serv.	\$850.00
59486	JOHNSTON AUTOSTORES, supp.	\$148.20
59487	KEYSTONE LABORATORIES, serv.	\$470.66
59488	KWIK TRIP INC, supp.	\$2,491.08
59489	MARCO TECHNOLOGIES LLC, serv.	\$116.14
59490	MCROBERTS RED POWER, supp.	\$1,749.95
59491	METERING TECHNOLOGY SOLUTIONS, supp.	\$10,050.50
59492	MICK GAGE PLUMBING & HEATING, serv.	\$651.33
59493	MIDAMERICAN ENERGY, serv.	\$30,728.68
59494	MIKE'S C&O TIRE INC, serv.	\$681.64
59495	MUNICIPAL SUPPLY INC, supp.	\$1,033.10
59496	NATIONAL LEAGUE OF CITIES, serv.	\$1,117.00
59497	NEWBAUER INC, serv.	\$18.81
59498	OFFICE DEPOT, supp.	\$211.35
59499	PAWS HUMANE SOCIETY, serv.	\$1,550.00
59500	PLASTIC RECYCLING IOWA FALLS, supp.	\$424.44
59501	QUARTZ LAMPS, supp.	\$5,850.66
59502	R&R PRODUCTS INC, supp.	\$124.81
59503	SHORT ELLIOTT HENDRICKSON INC, serv.	\$15,661.92
59504	SENSUS USA INC, serv.	\$1,949.94
59505	STEVEN T DIERS, monthly phone stipend	\$50.00
59506	SUPERIOR WELDING SUPPLY CO, serv.	\$216.90
59507	T&W GRINDING & COMPOST SERVICE, serv.	\$6,000.00
59508	TRANS IOWA EQUIPMENT, supp.	\$164.30
59509	TRIUMPH SURPLUS, serv.	\$20.35
59510	VERIZON WIRELESS, serv.	\$120.03
59511	WESTRUM LEAK DETECTION, serv.	\$692.50
	TOTAL	\$439,394.40

Business of the Mayor - Proclamations for Child Abuse Prevention Month and Sexual Assault Awareness Month were presented. Motion by Joerger, second Freeseaman to approve both proclamations. Ayes - 5 Mayor Andrews read and presented the proclamations.

Mayor Andrews recommends reappointing Kip Hauser to the North Cedar Aviation Authority board. Motion by Freeseaman, second Joerger to approve this reappointment. Ayes - 5

Mayor Andrews opened the public hearing on the 2018 Hildreth Street Reconstruction Project. Affidavit of publication dated 3/27/18 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 Mallaro to close the hearing. Ayes - 5. City engineer John Fallis reviewed the project which involves a complete reconstruction of Hildreth, and the underground utilities, from 9th Street to Gilbert Street. Completion date will be on or before October 26, 2018. There was one addendum issued which revised the quantities of a number of items, made a minor revision to the typical cross section detail and revised the jointing plan for a PCC pavement option. Since this did not change the scope of the project, the final construction documents essentially match the preliminary plans and specs. Council member Freeseaman introduced Resolution 47-18 entitled, "RESOLUTION APPROVING FINAL PLANS, SPECIFICATIONS AND FORM OF CONTRACT FOR THE 2018 HILDRETH STREET RECONSTRUCTION PROJECT, CHARLES CITY, IOWA" and moved for adoption. Second to adopt Starr. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Hammond, Mallaro and Starr. Bids were opened for this project on March 28 with Croel coming low at \$1,288,280.00 for PCC pavement. Engineer's cost estimate for this project was \$1,585,000. This project was designed and bid with a PCC and HMA pavement alternates. City engineer Fallis is recommending award of this bid to Croell. Council member Freeseaman introduced Resolution 48-18 entitled, "RESOLUTION AWARDDING CONTRACT FOR THE 2018 HILDRETH STREET RECONSTRUCTION PROJECT, CHARLES CITY, IOWA" and moved for adoption. Second to adopt Starr. Resolution duly passed on roll call vote as follows: Ayes - Freeseaman, Hammond, Mallaro, Starr, Joerger. Nays - none.

Ordinance 1115 AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF TWO PARCELS LOCATED IN THE SOUTHEAST QUARTER OF SECTION TWO (2), TOWNSHIP NINETY-FIVE (95) NORTH, RANGE SIXTEEN (16) WEST OF THE 5TH P.M. IN FLOYD COUNTY, IOWA FROM R-1, SINGLE FAMILY DISTRICT, TO B-3, SERVICE BUSINESS DISTRICT was presented for a third and final reading. This ordinance will re-zone the New Life Community Church property at 1906 Gilbert Street, along with a 250' wide strip east to the storage units, from an R-1 to a B-3 zoning district. Planning and zoning held a public hearing on this ordinance and they are recommending approval. City council held a public hearing for this on March 19. Motion by Starr, second Freeseaman to approve the third reading. Ayes - 5. Council member Starr read the ordinance. Motion by Freeseaman, second Hammond to adopt and publish Ordinance 1115. Ayes - 5

Ordinance 1116 AN ORDINANCE AMENDING SECTION XXIII, ADVERTISING AND SIGNS, OF THE CHARLES CITY ZONING ORDINANCE BY AMENDING SUBSECTIONS F.11(a) AND F.12 (a) TO PERMIT THE PLACEMENT OF EXTERIOR FASCIA SIGNS WHICH ARE VISIBLE FROM STREET FRONTAGES OF PRINCIPAL BUILDINGS IN B-1 AND B-2 DISTRICTS was presented for a third and final reading. This ordinance will allow fascia signs to be placed on sides of buildings that do not front onto city streets. We have several businesses currently that would like to place such a sign but our current code doesn't allow it so they can't get a permit to install them. City staff has worked with the downtown review committee for their input and consensus is that if the wall area is within visual lines of a street and the fascia sign meets the current criteria for size, projection and distance, this would be an appropriate change. Motion by Hammond, second Starr to approve the third reading of Ordinance 1116. Ayes - 5. Council member Hammond read the ordinance. Motion by Starr, second Joerger to adopt and publish Ordinance 1116. Ayes - 5.

Heidi Nielsen, housing director, presented information on the temporary relocation policy for the 2018 rehab grant. Most of the participants in this grant live in older homes which typically have lead base paint in them. When this paint is removed during the project, the homeowners must live elsewhere for the duration of the removal process. This policy provides guidelines for their temporary relocation. Motion by Starr, second Freeseaman to approve the temporary relocation policy as presented. Ayes - 5

The administrative plan is basically the same as the previous rehab grant with one change in the total amount of assistance. Previously, homeowners could get gap financing for the amount of the project that went over the maximum grant assistance of \$24,999 for each homeowner. That has been changed so that the total cost from all sources can not exceed \$24,999. Council member Starr introduced Resolution 49-18 entitled, "RESOLUTION ADOPTING AN ADMINISTRATIVE PLAN FOR A 2018 CDBG HOUSING SUSTAINABILITY GRANT SUBJECT TO THE AWARD OF GRANT FUNDING BY THE IOWA ECONOMIC DEVELOPMENT AUTHORITY" and moved for adoption. Second to adopt Freeseaman. Resolution duly passed on roll call vote as follows: Ayes - Hammond, Mallaro, Starr, Joerger, Freeseaman. Nays - none

The recently approved assignment of the water tower lease from Omnitel to iWireless needs to be amended. This lease is for a cell phone antenna on top of the water tower and the lease provided for an annual increase equal to the CPI. I Wireless asked to convert that to a fixed rate of 2%. We countered with a 4% increase and ended up settling on a 3% annual increase. This lease expires in 2020. Council member Joerger introduced Resolution 50-18 entitled,

"RESOLUTION APPROVING AN AMENDMENT TO THE LEASE AGREEMENT BETWEEN THE CITY OF CHARLES CITY AND I WIRELESS" and moved for adoption. Second to adopt Freeseeman. Resolution duly passed on roll call vote as follows: Ayes - Mallaro, Starr, Joerger, Freeseeman, Hammond. Nays - none.

City clerk O'Donnell reported that the next planning session will be April 11 at 6:00 p.m.

City administrator Diers reported that the new garbage totes are starting use this week. City hall has been fielding lots of calls on them. Spring clean up has been set for April 23, 24,25 and 26. One change this year is that no corrugated cardboard will be allowed in any of the loads from this clean up. If any is found in our loads, we will be charged more per ton. Corrugated cardboard needs to be recycled and will be picked up with the recycling. We have been working with a firm called Spyglass to find savings in our phone bills and they have identified approximately \$5800 in savings due to renegotiating our contract and eliminating lines we no longer use.

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

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk