

COUNCIL PROCEEDINGS
APRIL 8, 2019

Charles City city council met in a planning session on April 8, 2019 at 6:00 in council chambers. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Jerry Joerger, DeLaine Freeseaman, Michael Hammond and Dan Mallaro. Also present were city administrator Steve Diers, city engineer John Fallis and city attorney Brad Slotter.

Sarah Merrifield, Fostergrandparent program director, was present to review her program. They are partnering with Iowa BIG to work on promotional material for the grandparent program. The annual appreciation is scheduled for April 16.

Heidi Nielsen, housing director, was present to review the transformer project at South Cedar Terrace. It's getting difficult to find parts when the current units need repair. Currently there are three and the new plans call for four of them. They will be located more in the center of the complex. An alternate bid has also been included in this project for replacement of the security camera poles. Estimate of cost for the project is \$325,000. A stipulation of a maximum down time of 24 hours when connecting has been included in the specs. A hearing on the plans has been scheduled for May 20.

The city has been approached by Allied Land Development to consider purchasing the remaining undeveloped property at Allied Subdivision. The development agreement calls for a cul de sac to be constructed once development is completed. Gary Veeder, president of Allied Land Development, is proposing exchanging the property for waiving of the cul de sac requirement. The school is interested in purchasing a portion of this property for re-doing Comet Drive. There is a possibility of constructing 6 more houses max on this remaining property. Councilmember Freeseaman commented that with the water issues in this area, we could possibly utilize this property to work out a solution and help alleviate some of those problems if the city owns it. Staff will continue work on this and present an agreement for council approval at the next regular meeting.

The land around the wastewater treatment plant has previously been rented out to a local farmer. With the impending construction of a new plant, this lease was terminated last year. The construction has been delayed and we can now rent a portion of the land, approximately 7 acres, for another year. The previous rent was for the whole 13 acres and with prorating the previous rent, it would be approximately \$920 to rent. Councilmember Starr asked if a clause should be included to allow the city to get back use of the property if needed and how to reimburse the renter for any costs incurred to compensate for any loss. A lease has been drafted by the city attorney and will be on the next regular agenda for council action.

Recent changes to Federal regulations for 5G wireless antenna installations will require cities to allow these installations. However, if we have a policy in place prior to April 15, we can dictate somewhat where these antennas can be placed. This would cover only city owned property and right of ways. This will be on the April 15 agenda for council action to meet the deadline.

The Iowa Department of Homeland Security has recently contacted the city about updating the Federal procurement policies due to a change in regulations at the Federal level. Sample policies have been sent and need to be approved and in place to qualify for FEMA funding in the event of a declared disaster. This will be on the next regular agenda for council action.

Staff is looking for direction on the S. Main sidewalk extension/cross walk/gutter flow project that was recently bid out. There was a base bid for the sidewalk extension, an alternate bid for the cross walk by the theater and an alternate bid for the gutter flow project on 800 First Avenue. King Construction was low bid at \$59,273 for sidewalk extension, \$10,173 for the crosswalk and \$8,767 for the gutter at 800 First Avenue. Staff needs council direction on which items to proceed with. Mayor Andrews stated that council seemed in favor of the sidewalk extension and the gutter work but there were still some questions/concerns with the cross walk project. City engineer Fallis stated that the high cost of the cross walk is due to compliance to ADA guidelines on the sidewalk. Last year, council voted in favor of doing the crosswalk but at that time the bids came in way too high so they were rejected. Staff now needs

direction from council. Question on if we can accept the base bid and only one alternate and city attorney Brad Slotter replied that we can do that if we choose. More discussion on if this cross walk will solve the issue there, some thought that pedestrians were going to cross wherever it's closest to their car and not necessarily use the cross walk. A roll out stop sign is only allowed in a school zone so that is not an option here. Consensus was to reject the cross walk bid and accept the other two bids so that is how the resolution will be worded for council action at Monday night's regular meeting.

A draft of a sidewalk policy has been done and distributed to council. The requirement of a bond by anyone doing sidewalk work on their own property has been deleted. But a permit and inspection of the work are still required. Discussion on including this same change for driveway installation and consensus was that this gets more complicated since a driveway would connect to the city street and could cause more problems. Staff will do more research on including driveways and possibly bring back to council at a later date.

Water superintendent Cory Spieker has received quotes for washing and painting the clear well at the city water plant. Two quotes were received with one being a not to exceed amount of \$21,000 and the other being a not to exceed amount of \$25,700. The latter bid includes putting on twice as much paint so not sure that is necessarily a better option or not. Both firms are good and we are not obligated to take the lowest bid. Staff will check into if putting on extra paint would really make a difference.

A new traffic control box had been budgeted for FY19 at 4th Avenue and Grand intersection. Due to the impending DOT project on 4th Avenue in the near future, staff is recommending doing that installation when the project is done and instead replace the box at the intersection of Gilbert and Main Street this year. Estimated cost of this is \$17,835. Right now, it's set up on a timer but it would be possible to upgrade this to camera operation in the future if we wanted.

City administrator Diers reported that he, Mayor Andrews and Tim Fox will be attending the Iowa Rural Summit in Grinnell this week. There is currently a house file in debate concerning a change in the property tax structure that will severely limit revenues to cities. He urged everyone to contact our representatives to voice our concern over this bill. The ambulance commission and the broadband commission will both be meeting on April 15. PAWS has expressed a desire to build another building near their current one and will be discussing this possibility with the city more in the future.

There being no further business, meeting was adjourned.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, city clerk