

COUNCIL PROCEEDINGS
APRIL 11, 2018

Charles City city council met in a planning session on April 11, 2018 at 6:00 p.m. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Michael Hammond, Jerry Joerger (arrived at 6:15) and DeLaine Freeseaman (arrived at 6:54). Absent was Dan Mallaro. Also present were city administrator Steve Diers, city engineer John Fallis and city attorney Brad Sloter.

Mayor Andrews reported that the city had received TAP funding in the amount of \$249,000 for the Charley Western trail bridge demo/reconstruction. He had also attended a rural economic development summit in Grinnell recently which was very informative.

Heidi Nielsen, housing director, was present to discuss forgiving a balance on a rehab loan at 602 S. Johnson. This project was done in 2015 and the homeowner will be moving to an assisted living facility due to health issues. She is requesting that the city forgive the balance left on the loan, which is \$14,999.40. Some local realtors gave an assessment of the market value of the home and their consensus is that it should list at \$50,000, which would be enough equity to pay off the balance of the rehab loan. The rehab committee has met and their recommendation is to not forgive this loan. New regulations dictate that any recaptured funds from this would have to be sent back to the IEDA. This item will be on the next regular agenda for council action.

Insurance renewal was presented by Bob Ingram from Sisson and Associates. The package excluding work comp was up slightly mostly due to an increase of 2% in contents valuation for inflation. Last year's total was \$189,582 and that increased to \$197,029. Jerry Joerger arrived. The city's mod factor decreased from 1.07 to .86 and this caused the work comp premium to decrease to \$175,074 from \$221,146. This was due largely in part to the city's newly established return to work policy and having a designated physician for all work comp claims. Bob recommends adding cyber coverage and he will gather more information on this coverage for council to review and consider. The renewal will be on the next regular agenda for consideration.

Update on 201/203 N. Main was given by city administrator Steve Diers. We had received requests from both the Historic Preservation Committee and the Business Improvement committee to look at this building to determine if it was getting structurally compromised. The city would like to hire a structural engineer to do an in-depth inspection, which would involve drilling holes in the walls and floors to see the joists and substructure. The owner of the building has not been cooperative to allow this, so city staff have explored the city's options. One is to get an administrative warrant to get inside to do this in depth inspection. If the owner does not share in the cost of this inspection, estimated at 7,000 to 8,000, the city would have to pay the entire amount. There was concern raised by Council member Joerger about setting a precedence for other downtown building owners. If the inspection finds some issues, the city can give a list of corrections to the owner and require them to be fixed. If they don't fix them, the city could then go in and do the repairs and assess the cost to the property. But the cost of the initial inspection could not be assessed. Staff is wanting some direction from the council on how to proceed. This item will be on the agenda for the next regular meeting.

Update on the Cedar Health building that has gone back to the bank. The bank has been in discussions with city staff on donating this building to the city. Initial walk through with an architect has determined that the building could be adapted for use by the city fairly easily. The bank has changed their offer of giving clear title to having the mortgage assigned to the city and getting the title cleared ourselves. Approximately \$15,000 of taxes were due March 31 and will again be due next September and March before the taxes would cease. To renovate this building for our use would more than likely require a bond referendum. It seems that there are just too many issues with this building for the city to consider taking it on, so staff is recommending passing on this.

Freeseaman arrived.

The city engineer has received a request from Ray Holzer for a waiver of subdivision requirements for a parcel he'd like to sell to Sam Offerman. He owns a 21 acre parcel with street access onto 195th Street. He would like to sell a 2 acre piece to the Offermans with this parcel having the street access located on it. This would "landlock" the remaining 19 acres without any street access. The council has changed the subdivision ordinance to allow a waiver for land sales by a plat between adjacent property owners. This waiver would require a restriction placed on the property deed that prohibits the sale or transfer of the parcel from the property it adjoins. The restriction will only terminate when the property is replatted and complies with the subdivision ordinance. Planning and zoning will discuss this on April 16 and make their recommendation to the council for the regular meeting. City engineer Fallis is recommending approval of this waiver request.

Dr. Scott Hansen is requesting a change to the parking spaces requirement included in the agreement with the city when the properties were exchanged for his business expansion. He would like to secure a dumpster for garbage services and also keep some green space near his building. He is asking that he not be required to keep the parking spots there to accommodate these two changes to the site plan. There is not a requirement in the zoning ordinance for a specific number of spaces here. There will be other revisions the city will be doing to that public parking lot there that should allow this request to be granted without any adverse issues. This will be on the next regular meeting for council action.

The owner of the new Dollar Tree being constructed would like the council to consider paving the alley by that building to allow for better access for the semi trucks that will be delivering products. Council asked about a possible cost sharing of this expense with the owner and staff replied that the owners are not interested in any cost share. This could be handled through the current matrix for TIF funding by inputting the value of the construction, number of jobs added and the wages of those jobs. The specs for the Hildreth Street project included an alternate bid for paving this alley but only the gravel portion, not the entire alley. The bid came back at \$34,352. Paving this alley would make maintenance easier for the street department. Council member Freeseaman asked about the other alleys by businesses in town, would any of them want them paved as well if we do this one. It was also discussed that the additional value added by this construction would only be the amount over what the previous building was at. It was also discussed that if we do pave this alley, maybe we should do the entire length rather than just a portion. Some concern over the truck traffic especially with making the turns there. Maybe we should have some no parking sections there to help alleviate these turning issues. If we do decide to include this alley in the contract for Hildreth, we should notify the contract fairly soon. Staff will get more info on doing that whole alley and also contact Parson Real Estate which is located right next to this project.

Police chief Hugh Anderson was present to discuss the purchase of two new squad vehicles for the police department. Quotes have been received from Stivers Ford in Waukee and Molstead Motors in Charles City for 2018 Ford police interceptor vehicles. Stivers Ford is lower at \$29,737 for each vehicle and it includes all of the options required. They could be drop shipped to Molstead Motors to save having the expense of officers driving down and picking them up in Waukee. This would cost a couple hundred dollars to do and would make the two quotes about the same. One of these vehicles is budgeted for FY18 and the other for FY19. But they could both be ordered now and paid out of the respective fiscal year's budgets. It will cost \$4000-\$5000 to outfit each one with lights and other necessary equipment. This will be on the next regular agenda for council action.

City administrator Steve Diers reported that correspondence has been received from AMR on the ambulance service they provide for the city of Charles City and surrounding Floyd county. They are asking for a substantial amount for funding and would like to not pay any money to the city for dispatching services and for rent of the ambulance bays at the fire station. We decreased their payment to the city for dispatching quite considerably last year. The ambulance commission has recently been meeting and will be discussing this item. Staff has been in discussion with the property owners surrounding the city's wastewater project. Waivers will be needed from these abutting property owners and we would like to have them secured prior to bidding this project in May.

There being no further business, meeting was adjourned.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk