

COUNCIL PROCEEDINGS
APRIL 15, 2020

Charles City city council met remotely in a planning session on April 15, 2020 at 6:15 p.m. utilizing Zoom due to the COVID-19 pandemic. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Jerry Joerger, DeLaine Freeseaman, Phoebe Pittman and Phillip Knighten. Also present were city administrator Steve Diers, city engineer John Fallis, Community Revitalization director Mark Wicks and housing director Heidi Nielsen.

Discussion on temporarily waiving rental payments at 401 N. Grand was held. Due to the pandemic, the funding sources for the Chamber and Community Revitalization have been reduced greatly. They are asking for a waiver of rental payments to the city for the months of April, May and June until their summer fundraisers can be held to get funding. This item will be on the next regular council agenda for council consideration.

Several Façade applications have been submitted to the city for consideration. The owner of 625 N. Main Street has submitted a request of \$5183.50 for their project consisting of new signage on the building and out front and light and heat resistant window coverings that will also serve as signage. Total cost of the project is \$10,367 and they are applying for half. The owners of 700 Hulin St. building have also submitted an application for this funding. Their project includes repairing and cleaning the brick outside and **installing a metal façade treatment on two sides of the building.** The total estimated cost of the project is \$49,484 and they are asking for the maximum funding of \$10,000. Councilmember Pittman asked if there will be metal on the entire Main Street side of the building. Mark Wicks replied that he wasn't sure but would get clarification on that for the council meeting on Monday.

Bob Ingram from Sisson and Associates reviewed the city's cyber coverage with the council. There are two options on this coverage: stand alone or group coverage with other EMC clients. The group coverage originally had a ten million aggregate. The stand alone has one million of coverage and costs \$3600. Jester Insurance has eliminated the aggregate on the group policy but the stand alone policy has more coverage. This policy does cover ransomware. We have a larger claim still open under workman's comp so that is why our mod factor increased from last year.

Heidi Nielsen was present to discuss a contract extension with SEH for the parking lot/sidewalk project. This extension would cost \$22,500 and will cover construction administration. City engineer Fallis has reviewed the agreement and finds it to be reasonable. This item will be on the next regular agenda for council action.

A contract has been received for the water quality initiative grant we were recently awarded. This is for the drainage project in the Southwest development park. The overall project should cost approximately \$400,000. The grant is for \$100,000, Winnebago will be contributing \$100,000, the city's portion of this project will be \$80,000 and the SW Tif district will be contributing \$100,000. This contract will be on the next regular agenda for council action.

The city has been approached by two homeowners about vacating a portion of right of way located on S. Johnson. This area was originally platted to allow for another row of homes here but that never happened. Washington School was constructed in this area and after that was demolished, a housing development has been built on the property. This development has a water detention area near this section and need this right of way for a secondary route for water flow. If this is vacated and sold to the two property owners, it will have an easement attached for this water flow so that nothing can be constructed on this parcel. The residents would pay fair market value for this vacated right of way. This item will be on the next regular agenda for the council to refer this proposed vacation to planning and zoning.

The contract between the city and Lookout Point for the telecom needs to be assigned to the newly formed telecommunications board of trustees for the project to continue. This item will be on the next regular agenda.

City administrator Diers reported that the telecom board has met every week for the past three weeks. The final business plan looks good and they are working toward bid documents. They hope this project will start construction in July. The school would like the city to move the dirt they are giving us soon. We will move it to an area close to the WRRF to be ready when needed. We have been informed by the Soo Line that a webinar is scheduled for May 7 to give information on the transmission line proposed to be located in railroad right of way. League of cities is sponsoring a webinar tomorrow with a White House spokesperson on the stimulus package. There will be some funding for the transit program. The development agreement with Holtkamp for the assisting living/memory care/nursing home project is close to having an initial draft. Council member Starr stated that the airport has been informed that the federal government will be paying 100% of the airport taxiway project.

There being no further business, meeting was adjourned.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk