

COUNCIL PROCEEDINGS
APRIL 23, 2018

Charles City city council met in a planning session on April 23, 2018 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Jerry Joerger, DeLaine Freeseaman, Dan Mallaro and Michael Hammond. Also present were city administrator Steve Diers and city engineer John Fallis.

Mayor's comments - Mayor Andrews had attended the ICS training at the courthouse for two days last week and also attended part three of the municipal leadership academy recently. He took a tour of the jail and encouraged everyone also to as well. There are changes that really need to be made to that facility.

Heidi Nielsen, housing director, was present to discuss a copier lease. Their current copier is getting so old that it is getting more difficult to find parts for it. They have contacted Marco and Koch Brothers for quotes on a new copier. They tried out the top two copiers. The service agreement with Koch included more copies/month plus color copies. They would like to go with Koch Brother's bid.

As part of the remodel project for the housing offices, bullet proof glass will be installed in the front office to keep the employees more safe and totally enclose the reception area. Quotes were requested for this glass with the low quote coming in at \$9,095 installed. Capital fund monies will be used for this project.

A truck purchase has been budgeted for the wastewater department for FY19. Quotes have been received from Stivers for \$29,203 and Molstead Motors for \$29,382 for a **new ¾ ton 4x4 pickup**. Staff would like to go with Molstead Motors bid and will either trade in the old pickup or see if another city department may want it. This will be on the next council agenda for consideration.

Staff is recommending entering into an agreement with NIACOG for grant writing/administration services for the Charley Western Trail bridge. We are trying to get funding for this project so we can get it started and there are several grants out there for this type of project. The local snowmobile club has also offered to contribute \$35,000 to this for the benefit of their club members. There was some concern raised over possible damage to a new bridge from snowmobiles using it, so staff will check into this. The cost estimate for this project is two million. This item will be on the next regular agenda for council action.

The Clark Street trail extension will be done this summer. It is a 10' wide asphalt trail being done through TAP funding so the DOT is in charge of the bid letting. Federal funds will pay for 80% and the city will pay 20%. The original estimate for this project was \$180,000 and the low bid came in at \$102,000 from Heartland Asphalt. Since we were allotted \$144,000 (80% of the estimate) from federal funds, we can use the unused funds toward the CW Trail bridge project. The public hearing on this project will be held at the May 7 council meeting. SEH will do onsite observation, comply with all of the DOT requirements and Davis Bacon rules for this project. This professional services agreement with SEH will also be on the May 7 agenda.

City administrator Diers reported that work continues on the wastewater plant expansion. There will also be an ad out this week for the Fostergrandparent director position since Mary Litterer is retiring effective June 30. Broadband commission will be meeting soon. Ambulance commission will also be meeting soon to further discuss the 28E agreement.

There being no further business, meeting adjourned.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk