

COUNCIL MINUTES  
REGULAR SESSION  
MAY 4, 2020

Charles City city council met in regular session on May 4, 2020 at 6:00 p.m. via 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, park and rec director Tyler Mitchell and housing director Heidi Nielsen.

Citizen comments - none

Mayor Andrews welcomed everyone to the meeting.

Motion by Freeseaman, second Joerger to approve the agenda. Ayes - 5

A correction to the April 20 minutes in the address on the property on N. Main from 6125 to 625 was made. Motion by Joerger, second Pittman to approve the minutes of 4/15, 4/20 and 4/27. Ayes - 5

Motion by Joerger, second Freeseaman to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following: approve filing the following liens for snow removal: \$40.00 609 1<sup>st</sup> Ave, \$40.00 502 4<sup>th</sup> Ave, \$40 302 4<sup>th</sup> Ave, \$40.00 300 4<sup>th</sup> Ave and payment of claims (including those approved by other boards):

68536	CEDAR VALLEY IOWA REALTY TRUST, serv.	\$500.00
68537	KELLOGG CONSTRUCTION INC, serv.	\$11,534.60
68538-68549	PAYROLL ENDING 04/25/2020	\$104,805.43
ACH	AFLAC, payroll liabilities	\$1,096.80
68550	CITY OF CHARLES CITY, payroll liabilities	\$1,448.05
ACH	COLLECTION SERVICE CENTER, PR liabilities	\$212.76
ACH	EFTPS, payroll liabilities	\$28,678.70
68551	EMC NATIONAL LIFE CO, payroll liabilities	\$6.00
ACH	FAMILY COMM CREDIT UNION, PR liabilities	\$1,608.00
ACH	ICMA, payroll liabilities	\$1,642.35
ACH	IPERS, payroll liabilities	\$45,210.24
68552-68553	LINCOLN NATIONAL LIFE CO, PR liabilities	\$284.10
68554-68556	DELTA DENTAL, payroll liabilities	\$1,838.22
ACH	MUNICIPAL FIRE & POLICE, payroll liabilities	\$39,231.25
ACH	TREASURER, STATE OF IOWA, PR liabilities	\$16,051.00
ACH	VSP, payroll liabilities	\$351.68
68557	MAY FGP STIPEND CHECK	\$27.00
ACH	MAY FGP STIPEND CHECKS	\$15,433.50
68558	CARQUEST AUTO PARTS, supp.	\$729.00
68559	DISH NETWORK, serv.	\$53.14
68560	JOHN DEERE FINANCIAL, supp.	\$151.32
68561	MIDAMERICAN ENERGY, serv.	\$50.40
68562	POWERPLAN, serv.	\$930.79
68563-68572	MAY HAP CHECKS	\$7,938.30
ACH	MAY HAP CHECKS	\$65,702.65
ACH	BANCORPSV, serv.	\$263.63

ACH	BANCORPSV, serv.	\$285.92
ACH	FORTE, serv.	\$12.25
ACH	KABRICK DISTRIBUTING, supp.	\$433.40
ACH	PARSON REAL ESTATE TRUST ACCT, serv.	\$168,355.32
ACH	UNITED BEVERAGE, supp.	\$105.30
68573	AGVANTAGE FS, supp.	\$619.07
68574	AMERICAN MEDICAL RESPONSE, serv.	\$4,166.67
68575	ARIES INDUSTRIES INC, serv.	\$6,942.96
68576	ARNOLD MOTOR SUPPLY LLP	**VOIDED**
68577	ARNOLD MOTOR SUPPLY LLP	**VOIDED**
68578	ARNOLD MOTOR SUPPLY LLP, supp.	\$2,469.43
68579	BRUENING ROCK PRODUCTS INC, supp.	\$228.35
68580	CAL'S AUTO REPAIR INC, supp.	\$100.20
68581	CALHOUN-BURNS & ASSOCIATES, serv.	\$4,168.00
68582	CC FIRE EXTINGUISHER SERVICE, serv.	\$48.00
68583	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
68584	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
68585	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
68586	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
68587	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
68588	CC PUBLIC EMP HEALTH PLAN, serv.	\$76,037.19
68589	CENTRAL IOWA DISTRIBUTING, supp.	\$301.00
68590	CENTURYLINK, serv.	\$1,549.61
68591	CINTAS CORPORATION, serv.	\$114.15
68592	CIRCLE K COMMUNICATIONS INC, serv.	\$5,086.38
68593	COMMUNITY REVITALIZATION, serv.	\$20,655.50
68594	COMPUTRONICS, supp.	\$1,940.00
68595	DASH MEDICAL GLOVES INC, supp.	\$91.90
68596	DOWNING EXCAVATION LLC, serv.	\$390.00
68597	ELECTRONIC ENGINEERING, supp.	\$728.00
68598	FLOYD COUNTY ENGINEER, supp.	\$1,087.56
68599	FOX ENGINEERING INC, serv.	\$27,991.50
68600	GENERAL TRAFFIC CONTROLS, supp.	\$693.00
68601	GEORGE USHER SHARPENING, serv.	\$49.00
68602	GETZ FIRE EQUIPMENT CO, supp.	\$3,186.87
68603	GORDON FLESCH COMPANY INC, serv.	\$275.70
68604	HACH COMPANY, supp.	\$2,304.36
68605	IDOT-CASHIER'S OFFICE, supp.	\$476.93
68606	IDOT-CASHIER'S OFFICE, supp.	\$42.95
68607	IOWA ONE CALL, serv.	\$65.90
68608	JOHN A HOWE, serv.	\$425.00
68609	JORDAN SMITH, travel reimbursement	\$64.07
68610	MARCO TECHNOLOGIES LLC, serv.	\$52.58
68611	MARCO TECHNOLOGIES LLC, serv.	\$204.05

68612	MARTIN BROS DISTRIBUTING CO, supp.	\$4,139.00
68613	MERCYONE WATERLOO MEDICAL CTR, serv.	\$1,820.00
68614	MICK GAGE PLUMBING & HEATING, serv.	\$1,549.70
68615	MIDAMERICAN ENERGY, serv.	\$29,552.76
68616	MIDAMERICAN ENERGY, serv.	\$1,751.22
68617	MIDWEST PIPE SUPPLY INC, supp.	\$1,177.36
68618	MIKE'S C&O TIRE INC, serv.	\$131.04
68619	MTI DISTRIBUTING INC, supp.	\$38.67
68620	NCL OF WISCONSIN, supp.	\$273.29
68621	O'REILLY FIRST CALL, supp.	\$34.39
68622	PAWS HUMANE SOCIETY, serv.	\$1,550.00
68623	PERRY NOVAK ELECTRIC INC, serv.	\$151.25
68624	PERRY NOVAK ELECTRIC INC, serv.	\$548.80
68625	POLLARD PEST CONTROL, serv.	\$358.24
68626	RECREATION SUPPLY COMPANY, supp.	\$1,545.16
68627	SA ARCHITECTS, serv.	\$4,770.00
68628	SECURITY & COMMUNICATION PROF, supp.	\$360.00
68629	SHORT ELLIOTT HENDRICKSON INC, serv.	\$286.36
68630	SUPERIOR WELDING SUPPLY CO, serv.	\$157.50
68631	USA BLUEBOOK, supp.	\$522.91
68632	VERIZON WIRELESS, serv.	\$120.03
68633	VISU-SEWER INC, serv.	\$1,575.00

**TOTAL**                      \$729,939.66

Discussion on opening the city pool. Park and rec director Tyler Mitchell has been talking with other area pools and the state pool association on their plans to open and what the requirements will be for operating through this pandemic. It sounds like most of the pools in our area are not planning on opening at this time. By the time the pools are cleared to open, it may be too late to get up and ready to make it worthwhile. There have been no final guidelines from CDC yet but some of them discussed include a 6' social distance between everyone, everyone wears face masks until they go in the water and cleaning areas every hour with someone dedicated to cleaning since lifeguards can't do that. There would also be a maximum number of people that can be in the pool area at one time. Our biggest problem will be getting enough life guards. The park and rec board will be discussing this at their next board meeting and will make a recommendation to the city council. The slide people just opened back up to business due to the pandemic so are hoping to get the slide installed as soon as possible.

The city has gone out for bids for the city depository. Only one bid was received back and that was from CUSB. One other bid was submitted but it missed the deadline. Council member Freeseaman introduced Resolution 83-20 entitled, "RESOLUTION NAMING BANK DEPOSITORY" and moved for adoption. Second to adopt Joerger. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

The drainage project in the Southwest development park was discussed. This had been bid out previously but the bids came back too high to move forward. The project scope was cut back and with the recently awarded IDALS grant, we are hopeful we can fund this project. The agreement with SEH for services to do this re-design is for a not to exceed amount of \$19,900. Plans are to start this project construction this fall with completion next summer. The funding for this project will come from the following: IDALS grant of \$100,000, city portion of \$80,000, SW TIF district \$100,000 and \$100,000 from

Winnebago. Question on if Winnebago was still going to contribute that amount. Staff will verify that with Tim Fox. City engineer Fallis is confident the bids will not come in over budget again. Council member Joerger introduced Resolution 84-20 entitled, "RESOLUTION APPROVING ENGINEERING SERVICES AGREEMENT WITH SEH FOR THE SOUTHWEST DEVELOPMENT INDUSTRIAL PARK STORM WATER DRAINAGE PROJECT, CHARLES CITY, IOWA" and moved for adoption. Second to adopt Pittman. This will be pending verification of Winnebago's participation in the funding. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none

The Charles City school want to purchase a parcel of land near the Morningside housing building. This is quite a lengthy process to get this approval from HUD and the city would like to be certain we get reimbursed for all costs incurred to date in case HUD would not give approval. A reimbursement agreement with the school has been drafted and reviewed by the school. Housing director Nielsen has talked to the residents at Morningside about this and they are okay with it. The school will utilize this area for practice fields. Council member Joerger introduced Resolution 85-20 entitled, "RESOLUTION APPROVING REIMBURSEMENT AGREEMENT REGARDING THE SALE OF REAL ESTATE" and moved for adoption. Second to adopt Freeseaman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none

City clerk O'Donnell reported that the next meeting will be held May 13 at 6:00 with a special meeting to start followed by a planning session. The May 26 council meeting will be moved to May 27 at 6:00 p.m. due to a telecom meeting scheduled for May 26.

City administrator Diers reported that we were unable to find enough suitable dirt from the school to use on our WRRF project, it had too much debris in it. If we need dirt for that project, we will have to do a borrow pit on the site. There have been a lot of trees coming in from outside the city limits to the Shaw Avenue site. This is costing the city quite a bit for our grinding contract. We will be putting signage there specifying no dumping of trees from outside the city limits. Transit services renewal is coming up and Elthons are interested in continuing to provide oversight for this service. The telecom project has been put out for bids. The general manager position has been advertised and applications for that are due back by May 22. The webinar for the Soo Line transmission project will be held this Thursday. The League of cities has requested to do an article in Cityscape about our telecom project. We are looking to open city hall back up to the public on May 18 but will wait to see what transpires before then. We have ordered plexi glass shields for the front desk and will keep the back door to city hall locked going forward.

Motion by Starr, second Freeseaman to adjourn. Ayes - 5

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Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk