

COUNCIL PROCEEDINGS
MAY 11, 2022

Charles City city council met in a planning session on May 11, 2022 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Patrick Lumley, DeLaine Freeseaman, Phoebe Pittman and Phillip Knighten. Also present were city administrator Steve Diers and city engineer John Fallis.

The proposed clear well project was discussed. The need for more storage at the water plant has been discussed for quite some time. We currently have only 500,000 gallons of storage and the new clear well would add one million gallons. Staff has been working with SEH on the plans for this project. Rustin Lingbeck, from SEH, was present to answer questions. He stated that the plans were submitted to the DNR about four weeks ago so should be approved soon. The bid opening is set for July 14. This project would save in lime costs, wear and tear on the equipment and also give us more capacity in the event our tower would go down. Council member Freeseaman asked if we had a dollar amount of the cost savings and reply was no but that will be calculated and brought back to the next regular meeting. Cory Spieker, water superintendent, commented that this clear well would allow us to utilize the full capacity of the plant.

US Cellular has requested lease of a city parking lot to put up a temporary cell phone tower to handle the extra volume of calls for RAGBRAI when it is in town. They have asked to use the parking lot to the west of the optometric center for a period from July 7 to August 5 for a payment of \$500. Concern was voiced about using up that much space for that long of time, will it be too great of an inconvenience to our citizens? Consensus was maybe the parking lot directly south of the NIACC center would be better? The representatives from US Cellular were supposed to be on the Zoom meeting tonight but were not able to connect. Trudy will talk to them before the meeting on Monday to see if this alternate spot may work for them.

Street closures for RAGBRAI have been decided and will be presented to council for approval. The route coming in on Hwy 14 will have side streets blocked all the way to Blunt Street. Gilbert Street intersection will have officers directing traffic. RAGBRAI exec committee chair for public safety, Drew Mitchell, was present to answer questions. He will notify the down town businesses and residents about the route and street closures prior to the event. Another RAGBRAI committee member will be notifying the residents along the route about the closures. This item will be on the next regular meeting for council action.

Our police department has been trying to find other agencies to help with law enforcement for RAGBRAI. One of them has requested that a memorandum of understanding be executed so city attorney Slotter has drafted one. We will probably send this same agreement to the other agencies we've contacted even though they didn't request one.

A fire occurred at a residence located at 201 Oliver Street last fall. The resident's insurance company has notified the city that they are holding a reserve amount as required by law in case the city ultimately needs to step in and demolish the structure and cap the utilities. We have been approached by Denny Tynan, who wants to purchase the house as is and rehab it for someone to live in. Since the deadline for the city to request the reserve is coming soon, Denny has agreed to pay us the \$10,000 to hold in case he doesn't get this project completed. That way, we won't lose out on the reserve. Council member Freeseaman asked why Denny isn't paying the full \$17,760 reserve amount? City administrator Diers stated that he thinks the \$10,000 is a fair amount to request. This item will be on the next regular agenda for council action.

Cory Spieker, water and street superintendent, discussed an asset management program he thinks would be very beneficial to the city. This purchase was talked about at budget time. He has researched various companies and has determined that Utility Cloud would work well for us. This program would build on all of the GIS work done to date for various departments. This program helps track all of the repairs done on all assets for the city, including vehicles, fire hydrants, water and sewer mains, etc. We can use this data to determine which items need replaced and when. All of the information we have in GIS now would be uploaded into this program. It is very user friendly and access can be limited for people to only view

certain areas on the software that is pertinent to their department. Question on if the data would remain ours if we would happen to change companies in the future and reponse was probably but that will be verified before council acts on this. This software could be used by any department in the city to track their assets.

The traffic signal in the southeast corner of the Gilbert St/Main Street intersection is in need of repair. It looks like it's been hit several times. K and W, the business doing work for the DOT this summer, looked at it and gave us a quote on repairing it. Perry Novak did not submit a quote. The approximate cost to repair is \$32,000. The unit will be galvanized and will be moved back a bit from the street to hopefully prevent being hit anymore.

The house located at 515 6th Avenue has been vacant for quite some time. The owner is deceased and no heirs have stepped forward to claim the property. It is becoming a nuisance property pretty quickly. City attorney Slotter has guided us through the 657A process to acquire this property. The structure itself is in good shape so staff is recommending going out for bids on the purchase of this property. The next door neighbor has expressed interest in purchasing it. Staff is recommending a minimum bid of \$12,000 be set and would like to allow each bidder to raise their bid once they are all opened. Council will approve putting this out for bids at the May 16 council meeting and we hope to have this transaction completed by mid July. It will be a condition of the sale to abate the nuisance after the purchase. Council expressed concern over allowing the bidders to increase their bid, thought was just to submit one bid and high bid gets it. We will reserve the right to reject any and all bids.

Wastewater superintendent Dan Rimrod was present to discuss increasing the charge for dumping septage in our plant. Septage is what comes from pumping rural septic systems or from RVs. This fee has been \$.03/gallon for a very long time and cost to treat is at \$.18/gallon per a study done by Fox Engineering for the city of New Hampton. Cost to treat product from portapotties is even more than that, closer to \$.25/gallon. Staff is recommending doing a two phase increase that will get us to \$.19/gallon. Discussion from council on not just breaking even on this and also just increasing it all at once to get to the price we want. Consensus was to set price at \$.25/gallon right away. This item will be on the next regular agenda for action.

City administrator Diers reported that we are working on the renewal for the ambulance contract, which is set to expire next year. One item being discussed is the county implementing an EMS levy, which they are open to doing. Council member Starr stated that we are happy with the ambulance service we are receiving, we just want to be sure we have the best service for our residents.

There being no further business, meeting was adjourned.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk