

COUNCIL PROCEEDINGS  
MAY 13, 2020

Charles City city council met in a planning session on May 13, 2020 via Zoom due to the COVID19 pandemic. This meeting was held immediately following a special session held at 6:00 p.m. Mayor Dean Andrews presided and the following council members were present: Jerry Joerger, Phillip Knighten, DeLaine Freeseaman, Phoebe Pittman and Keith Starr.

Mayor's Comments - Mayor Andrews had received additional information from the owner at Apple Valley and he will forward this on to the council. He referenced the recent council action to approve the agreement with SEH for the SW development park stormwater drainage project. He has tried to contact Tim Fox to get verification on Winnebago's financial contribution to this project but has heard nothing back. Councilmember Freeseaman reaffirmed that he would like to get that verification before that agreement is signed and sent back. Mayor Andrews stated he had contact Chamber director Mark Wicks and they still have some loans available for businesses affected by COVID19. Floyd County Community Foundation also has funds available for non profits affected by the pandemic. Park and rec board is meeting tomorrow night to discuss pool operation. They will make their recommendation to council who will make the final decision on whether to close the pool for the season or not.

Linda Tjaden and LezlieWeber from Floyd County gave an update of what the county is doing for the COVID 19 pandemic. The Comp Systems recent outbreak has increased the total confirmed cases in the county. The supervisors have been researching what other counties are doing for their operations during this crisis. City administrator Steve Diers commented that city hall was tentatively scheduled to open May 18 to the public but this could change due to the recent outbreak at Comp Systems.

The WIN license agreement and use of right of way was discussed. City attorney Slotter stated WIN has fiber system installed currently in the city but they are looking to expanding that and have reached out to us to see what steps are needed for this. Our code states either a franchise agreement or license agreement needs to be in place. A franchise agreement is needed only if video is being done but this is only for internet services so a license agreement is all that's needed. Slotter would also like to require proof of insurance. This agreement would be good for 20 years and after that would be renewed yearly.

Art center ADA bathroom project was discussed. The city has agreed to pay for the architectural services for this and will secure RDG for this. They have done the design on all of the other work on this building and we would like some consistency in the overall design since this is an historic building. First phase covers design and second phase covers construction administration. Staff recommends hiring RDG for the first phase only since current staff can do the construction administration in house. The first phase cost is \$7,300. Any additional work on the existing water issues will be done separately and will come back to council for approval for those fees. The city will prepare the bids and talk to the contractors and the art center will pay for the actual construction costs.

A change order is necessary for the sanitary sewer lining project. There was a larger size pipe found and the contractor did not have the right size of lining to do that section. The change order is needed to cover the higher cost of the larger size lining. After subtracting the cost of the smaller pipe and adding the cost of the larger size lining, the net increase is approximately \$40,000. There are also some protruding service taps and sediment removal costs. We will delete some sections of main from the list to bring the cost down closer to what was budgeted but it will still be an increase of about \$24,000. Council member Freeseaman asked if all those original sections were deemed necessary for lining, would it make sense to keep them in the plan. City engineer Fallis replied that we can add those deleted sections to the next sewer lining project so they will get done then. He really wanted to keep as close to budgeted amounts as possible.

Housing director Heidi Nielsen presented a request to purchase replacements for the security cameras at Morningside. They have been troubleshooting issues for the past few months and have not had much luck. So they are looking to replace them. She has requested quotes from several businesses but has only received one quote back. She is comfortable with the quote she has received and doesn't want to wait to get these installed. She has worked with this company before and was happy with their work. The

quote is about \$13,000. The housing board will be discussing this and will give their recommendation to the council.

A supplemental agreement with SEH has been received concerning the SWAP project. There have been some changes made that require additional work to be done, such as adding a detour and adding ADA sidewalks on side roads that did not meet new requirements. Additional costs for these design changes is \$9,350 which will be paid entirely by the city. Council member Freeseaman asked if we could use a different ADA ramp design from what was used on Hildreth Street and City engineer Fallis stated he would look into that possibility.

City administrator Diers reported that we are getting closer to a final draft of the development agreement with Holtkamp and plans are to have this on the May 27 planning agenda for council review. The job ad for the telecom general manager has been listed. Telecom employees will have to be on the city's health insurance since they are using the city's tax ID. Bids are due back by June 2 on the construction of the fiber network. There may be federal funding for our telecom project due to COVID19, we are discussing this with NIACOG. Ambulance meeting was held today and discussed contract extension. The city has taken some of the dirt from school to the WRRF project site but most of it wasn't usable for that project. We ended up taking some to the water plant to build up by our lagoon.

There being no further discussion, meeting was adjourned.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, city clerk