

COUNCIL PROCEEDINGS
JUNE 25, 2018

Charles City city council met in a planning session on June 25, 2018 at 6:05 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, city engineer John Fallis and city attorney Brad Slotter.

Mayor Andrews commented that he attended a meeting today for the wastewater reclamation facility and he has asked staff to put water issues on the agenda for the July 23 planning session for discussion.

Heidi Nielsen, housing director, was present to discuss the bullet resistant glass installation that is part of the housing office renovation project. She had been asked by council to research other options for this installation and found a system that had a good quality of sound for the intercom system. Hometown Security has submitted a quote of \$8,750 which was quite a bit lower than other companies. This will be on the July 2 meeting agenda for council action.

Pam Lessin had submitted a request for a waiver of subdivision requirements for a parcel she wants to deed over to an abutting property owner. We have made changes to our zoning code to allow for this without submitting a major plat for a subdivision. An agreement will need to be recorded that restricts the parcel being sold separately to someone else to avoid a land locked situation. Planning and zoning has met on this and is recommending approval. This will be on the July 2 meeting agenda for council action.

The 2018 Way finding sign project has been let and only one bid was received. It is quite a bit higher than the estimate and staff is hesitant to move forward with it. There were several other firms that took out the plans for this project but didn't submit a bid. Discussion on accepting only part of the bid and possibly the add alternate bids. Or possibly revising the quantities to bring the total down. Council asked staff to contact the other bid holders to find out why they didn't submit a bid. If it's a matter of just timing, we could possibly re-bid with a change in completion date to hopefully garner some more bids. This item will be re-visited once staff has had a chance to gather more information.

Transit agreement discussed. We had one person who had expressed interest in providing this service upon the retirement of our current provider at the end of June. They have since declined to participate. City administrator Diers has talked with NIACOG about providing this service temporarily until we can find a permanent solution. The biggest concerns of possible providers is hiring/retaining drivers, uncertainty of number of riders and uncertainty of maintaining the vehicles. Possible options are having the city do hiring the drivers and doing the maintenance. There is currently a cash balance in our transit fund of approximately \$150,000 and we levied \$45,000 for FY19. So we have some funds to cover one year of this hybrid option. City administrator Diers will present this option to the private entity to see if they would consider operating it for a year.

City administrator Diers reported that the land survey for the water reclamation facility is completed so negotiations can start on purchasing the necessary property for this project. A meeting has been held to discuss the proposed increase in sewer rates to cover the state revolving loan fund payments to pay for this project. We can get a lower rate if we are deemed a disadvantaged community and it sounds like we qualify for this designation. That will make a big difference in our payments.

There being no further business, meeting was adjourned.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk