

COUNCIL MINUTES  
REGULAR SESSION  
AUGUST 5, 2019

Charles City city council met in regular session on August 5, 2019 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Jerry Joerger, Michael Hammond and Dan Mallaro. Absent was DeLaine Freeseaman. Also present were city administrator Steve Diers and city attorney Brad Sloter.

Citizen comments - none

Mayor Andrews welcomed everyone to the meeting.

Motion by Starr, second Joerger to approve the agenda. Ayes - 4

Motion by Joerger, second Starr to approve the minutes of the July 15 and 22 meetings. Ayes - 4

Motion by Starr, second Hammond to approve the consent calendar. Ayes - 4. Consent calendar consisted of the following: renewal of Class B native wine permit w/Sunday Sales for Unique Country Store and More, renewal of Class B native wine permit w/ Sunday sales for Darbe & Co., new Class C beer permit w/ Sunday Sales for Kmart, approve filing the following liens for unpaid utility bills: \$34.20Acct5026880002, \$189.28Acct5000480002, \$43.75Acct5027800001 and payment of claims (including those approved by other boards):

65365	RE-ISSUED LOST PAYROLL CHECK,	\$64.27
65366	RE-ISSUED LOST PAYROLL CHECK,	\$39.29
ACH	EFTPS, payroll liabilities	\$17.18
65367	BUSINESS CARD, serv.	\$2,203.09
65368	JOHN DEERE FINANCIAL, supp.	\$189.89
65369	DEWITT LIBRARY, supp.	\$34.60
65370-65371	BUSINESS CARD, serv.	\$2,085.90
65372	CARQUEST AUTO PARTS, supp.	\$143.82
65373	CENTURYLINK, serv.	\$124.20
65374	HY-VEE INC, supp.	\$524.33
65375	MIDAMERICAN ENERGY, serv.	\$12.17
65376	VOIDED	**VOIDED**
65377	MIDAMERICAN ENERGY, serv.	\$1,417.06
65378	POWERPLAN, serv.	\$843.69
65379	UNITED STATES CELLULAR, serv.	\$1,033.33
65380	ARIANNA KLUENDER, security deposit refund	\$160.00
65381	BUSINESS CARD, serv.	\$2,625.88
65382	CASEY MCCOY KING, security deposit refund	\$140.00
65383	CATHERINE MARIE OTT, serv.	\$480.00
65384	CENTURYLINK, serv.	\$156.76
65385	CC HOUSING AUTHORITY, deposits withheld	\$608.00
65386	CHARLES CITY PRESS, serv.	\$908.00
65387	CINTAS CORPORATION, serv.	\$55.22
65388	CITY OF CHARLES CITY, serv.	\$8,835.57
65389	GROELL INC, supp.	\$8.00
65390	DON'S REPAIR, supp.	\$46.97
65391	HEIDI J NIELSEN, mileage reimbursement	\$148.13
65392	HOCKENSON PLUMBING, serv.	\$2,848.27

65393	HOUDEK FLOOR COVERING, serv.	\$228.00
65394	HOUSING AUTH ACCTG SPECIALISTS, serv.	\$1,000.00
65395	IDOT-CASHIER'S OFFICE, supp.	\$94.61
65396	IOWA DEPT OF INSPECTIONS, serv.	\$102.38
65397	JENDRO SANITATION SERVICES, serv.	\$818.00
65398	JOHN DEERE FINANCIAL, supp.	\$97.31
65399	JON J HARVEY, serv.	\$450.00
65400	JOSEPH BRENNAN, serv.	\$6,800.00
65401	KAREN FUNTE, security deposit refund	\$224.68
65402	KOCH OFFICE GROUP, serv.	\$11.55
65403	KWIK TRIP INC, supp.	\$245.04
65404	LEAF, serv.	\$232.18
65405	LINDERMAN HEATING & AIR, serv.	\$67.05
65406	MARQUIS GENTRY, deposit refund	\$92.00
65407	MEDIACOM, serv.	\$142.69
65408	MEHMEN PAINTING, serv.	\$170.00
65409	MIDAMERICAN ENERGY, serv.	\$5,940.31
65410	NOAH, SMITH, SCHUKNECHT & SLOTER, serv.	\$217.30
65411	PITNEY BOWES-LEASE ACCOUNT, serv.	\$54.09
65412	PLUNKETT'S PEST CONTROL, serv.	\$1,969.56
65413	RONALD HILLEGAS/R&S MOWING LLC, serv.	\$780.80
65414-65415	SCHUETH ACE HARDWARE, supp.	\$696.82
65416	SHORT ELLIOTT HENDRICKSON, serv.	\$1,644.92
65417	SHERWIN-WILLIAMS CO, supp.	\$186.15
65418	SHRED-IT US JV LLC, serv.	\$45.00
65419	STAPLES ADVANTAGE, supp.	\$174.26
65420	STOCK GLASS/GRAPHIC GALLERY, serv.	\$231.50
65421	SUPERIOR LUMBER INC, supp.	\$60.67
65422	T-J SERVICE INC, supp.	\$294.95
65423	TENANT PI LLC, serv.	\$193.00
65424	TRENT PARKER, serv.	\$110.00
65425	TRUGREEN PROCESSING CENTER, serv.	\$796.00
65426	UNITED STATES CELLULAR, serv.	\$138.74
65427-65477	PAYROLL ENDING 07/20/19	\$105,788.12
ACH	AFLAC, payroll liabilities	\$1,140.04
65478	CITY OF CHARLES CITY, payroll liabilities	\$1,390.36
65479-65480	CC PUBLIC EMP HEALTH PLAN, payroll liabilities	\$9,583.68
65481	EMC NATIONAL LIFE COMPANY, payroll liabilities	\$6.00
ACH	COLLECTION SERVICE CENTER, payroll liabilities	\$212.76
65482-65483	LINCOLN NATIONAL LIFE INS CO, payroll liabilities	\$289.50
65484-65486	DELTA DENTAL, payroll liabilities	\$1,819.50
ACH	IPERS, payroll liabilities	\$29,254.03
ACH	ICMA, payroll liabilities	\$1,222.35

ACH	EFTPS, payroll liabilities	\$28,444.45
ACH	FAMILY COMM CREDIT UNION, payroll liabilities	\$1,558.00
ACH	MUNICIPAL FIRE & POLICE, payroll liabilities	\$25,374.34
ACH	TREASURER, STATE OF IOWA, payroll liabilities	\$11,006.00
ACH	VSP, payroll liabilities	\$341.50
65487	STAPLES CREDIT PLAN, supp.	\$459.98
65488	VSA INC, supp.	\$7,195.00
65489-65501	AUGUST HAP CHECKS	\$12,596.10
ACH	AUGUST HAP CHECKS	\$40,996.90
ACH	AUGUST FGP STIPEND CHECKS	\$3,923.59
65502	VERIZON WIRELESS, serv.	\$120.03
ACH	BANCORPSV, serv.	\$232.49
ACH	BANCORPSV, serv.	\$450.02
ACH	BANCORPSV, serv.	\$737.74
ACH	KABRICK DISTRIBUTING, supp.	\$282.90
ACH	PEPSI-COLA, supp.	\$334.21
ACH	TREASURER, STATE OF IOWA, sales tax	\$18,638.06
ACH	UNITED BEVERAGE, supp.	\$897.80
65503	ACUSHNET COMPANY, supp.	\$362.40
65504	AGVANTAGE FS, supp.	\$198.60
65505	ALFIE PACKERS INC, serv.	\$90.00
65506	AMERICAN ENTERTAINMENT CORP, supp.	\$325.00
65507	AMY TIESKOTTER, swim lessons refund	\$50.00
65508	ARNOLD MOTOR SUPPLY LLP	**VOIDED**
65509	ARNOLD MOTOR SUPPLY LLP	**VOIDED**
65510	ARNOLD MOTOR SUPPLY LLP	**VOIDED**
65511	ARNOLD MOTOR SUPPLY LLP, supp.	\$1,604.53
65512	ARTWEAR / BIRDIE AND BO'S, supp.	\$35.00
65513	ATCO INTERNATIONAL, supp.	\$157.70
65514	ATLANTIC COCA-COLA, supp.	\$116.24
65515	AMERICAN WATER WORKS ASSOCIATION, serv.	\$371.00
65516	AXON ENTERPRISE INC, supp.	\$660.00
65517	BITUMINOUS MATERIALS & SUPPLY, supp.	\$1,552.03
65518	BODENSTEINER IMPLEMENT CO, supp.	\$65.84
65519	BOUNDLESS NETWORK INC, supp.	\$39.86
65520	BRUENING ROCK PRODUCTS INC, supp.	\$79.21
65521	CAL'S AUTO REPAIR INC, serv.	\$48.10
65522	CALHOUN-BURNS & ASSOCIATES, serv.	\$1,715.90
65523	CC PUBLIC EMP HEALTH PLAN	*VOIDED**
65524	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
65525	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
65526	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
65527	CC PUBLIC EMP HEALTH PLAN	**VOIDED**

65528	CC PUBLIC EMP HEALTH PLAN, serv.	\$77,231.14
65529	CEDAR CREEK TREE SERVICE LLC, serv.	\$7,344.00
65530	CEDAR RIVER SIGNS INC, supp.	\$50.00
65531	CENTRAL IOWA DISTRIBUTING, supp.	\$150.40
65532	CENTURYLINK, serv.	\$411.06
65533	CENTURYLINK, serv.	\$1,667.27
65534	CINTAS, serv.	\$110.01
65535	CINTAS CORPORATION, supp.	\$107.67
65536	CIRCLE K COMMUNICATIONS INC, serv.	\$5,086.38
65537	CITY OF CHARLES CITY, serv.	\$270.83
65538	COMMUNITY REVITALIZATION, serv.	\$13,962.50
65539	COMPRESSED AIR & EQUIPMENT, serv.	\$616.15
65540	CORE & MAIN LP, supp.	\$12,234.80
65541	DEUTSCH TREE & TIMBER, serv.	\$250.00
65542	DON'S REPAIR, supp.	\$434.26
65543	EDNA BLAKEWELL, 1/2 swim pass refund	\$74.90
65544	ENVIRONMENTAL PRODUCTS & ACCESSORIES, supp.	\$353.47
65545	ETHANOL PRODUCTS LLC, supp.	\$1,284.03
65546	FLOYD CO HIST SOC MUSEUM, allotment balance	\$1,000.00
65547	FLOYD COUNTY TREASURER, serv.	\$486.00
65548	GHD SERVICES INC, serv.	\$2,099.50
65549	GIERKE ROBINSON CO, supp.	\$70.54
65550	HACH COMPANY, supp.	\$1,462.25
65551	HANAWALT & SON LUMBER, supp.	\$35.00
65552	HARRISON TRUCK CENTERS, supp.	\$789.17
65553	HAWKINS INC, supp.	\$1,995.11
65554	HEARTLAND ASPHALT INC, supp.	\$1,079.91
65555	HEARTLAND ASPHALT INC, serv.	\$8,517.88
65556	HEIDI J NIELSEN, travel reimbursements	\$1,507.39
65557	HEWETT WHOLESALE, supp.	\$160.98
65558	HARLAN KEPPLER-HK MASONRY, serv.	\$3,134.84
65559	HOBERT ELECTRIC, serv.	\$418.50
65560	HOG SLAT INC, supp.	\$17.12
65561	IOWA DEPT OF NATURAL RESOURCES, serv.	\$1,275.00
65562	IDOT-CASHIER'S OFFICE	**VOIDED**
65563	IDOT-CASHIER'S OFFICE	**VOIDED**
65564	IDOT-CASHIER'S OFFICE, supp.	\$6,892.67
65565	IDOT-CASHIER'S OFFICE, supp.	\$27.79
65566	INTERSTATE MOTOR TRUCKS, supp.	\$130.05
65567	IOWA ONE CALL, serv.	\$105.50
65568	JANE MICHELS, mileage reimbursement	\$7.83
65569	JOHN DEERE FINANCIAL, supp.	\$168.00
65570	JOHN A HOWE, serv.	\$850.00

65571	KAY PARK RECREATION, supp.	\$363.00
65572	KEYSTONE LABORATORIES, serv.	\$407.94
65573	KING CONSTRUCTION INC, serv.	\$48,364.59
65574	KWIK TRIP INC, supp.	\$3,030.03
65575	L&J INDUSTRIES INC, supp.	\$859.60
65576	IA LEIN, serv.	\$400.00
65577	LEAF, serv.	\$139.40
65578	LEISURETIME GOLF CARS, serv.	\$970.00
65579	MAINSTAY SYSTEMS INC,	\$714.00
65580	MARCO TECHNOLOGIES LLC, serv.	\$47.03
65581	MARCO TECHNOLOGIES LLC, serv.	\$204.05
65582	MARTIN GARDNER ARCHITECTURE, serv.	\$1,250.00
65583	MICK GAGE PLUMBING & HEATING, serv.	\$1,072.42
65584	MICK GAGE PLUMBING & HEATING, serv.	\$1,181.11
65585	MIDAMERICAN ENERGY, serv.	\$36,793.64
65586	MIDAMERICAN ENERGY, serv.	\$115.11
65587	MIKE'S C&O TIRE INC, supp.	\$426.22
65588	MILLS-INC, serv.	\$142.97
65589	MTI DISTRIBUTING INC, supp.	\$509.76
65590	NCIN TASK FORCE, serv.	\$2,869.50
65591	NEB-IA INDUSTRIAL FASTENERS, supp.	\$314.89
65592	NEWBAUER INC, serv.	\$105.04
65593	NIACOG, serv.	\$7,537.94
65594	NORTH CEDAR AVIATION AUTHORITY, serv.	\$52,652.25
65595	NORTHLAND SECURITIES INC, serv.	\$1,500.00
65596	OTTO'S ENTERPRISES LLC, serv.	\$177.50
65597	PAWS HUMANE SOCIETY, serv.	\$1,550.00
65598	PETTY CASH-BUS OFF, supp.	\$37.29
65599	PITNEY BOWES SUPPLIES, supp.	\$339.96
65600	POPP EXCAVATING INC, serv.	\$1,677.49
65601	POSTMASTER, supp.	\$165.00
65602	POLICE RECORDS/INFO MANAGEMENT, serv.	\$409.98
65603	SADLER POWER TRAIN INC, supp.	\$45.14
65604	SHORT ELLIOTT HENDRICKSON INC, serv.	\$5,744.79
65605	SHIELD TECHNOLOGY CORPORATION, serv.	\$3,665.00
65606	S J ELECTRO SYSTEMS INC, serv.	\$3,057.95
65607	SKOTT & ANDERSON ARCHITECTS	**VOIDED**
65608	SMI CO, supp.	\$583.50
65609	SUPERIOR WELDING SUPPLY CO, serv.	\$24.75
65610	TEETER SPECIALTY CO, supp.	\$271.73
65611	TITUS LOCK SERVICES, serv.	\$70.00
65612	JAMES ZIMMERMAN-TRIUMPH SURPLUS, serv.	\$19.31
65613	TRUDY O'DONNELL, travel reimbursement	\$76.31

65614	VIRGINIA TITUS, travel reimbursements	\$102.83
65615	VISU-SEWER INC, serv.	\$145,978.99
65616	WESTRUM LEAK DETECTION, serv.	\$3,200.00
65617	WINDSTREAM, serv.	\$60.76
65618	SKIPPED CHECK	**VOIDED**
65619	ZIEGLER INC, supp.	\$236.00
65620	D&C STANTON ELECTRIC LLC, serv.	\$195,252.55

**TOTAL** \$1,040,417.26

Business of the Mayor - Mayor Andrews is recommending appointing Diane Stewart to replace Carol Tyler on the housing board. Motion by Joerger, second Hammond to approve this appointment. Ayes - 4. A proclamation for American Wind Week August 11-17 was submitted for council approval. Motion by Joerger, second Mallaro to approve the proclamation. Ayes - 4. Mayor Andrews then read the proclamation.

Charles City police department is requesting street closures for their National Night Out event being held August 6 in Central Park. They are asking for the following streets: Kelly from N. Main to N. Jackson, Blunt St from N. Main to N. Jackson and N. Jackson from Clark to Blunt be closed from 2:00 p.m. to 11:30 p.m. on August 6. They are also asking for use of the parking lot in the 100 block of N. Jackson to be blocked off as well starting at 9:00 p.m. August 5 and going through August 6 at 11:30. Motion by Hammond, second Mallaro to approve this request. Ayes - 4

Mark Wicks, CC Chamber director, is requesting some additional street closures for the August 9 party in the park event. A junior firefighter challenge has been added to the activities and this will require the entire intersection at North Jackson and Kelly Street to be blocked off which will block off two extra blocks. The Floyd Fire Department is conducting this event. Motion by Joerger, second Mallaro to approve this request.

Mayor Andrews opened the public hearing on the 2019 Drainage Improvement projects. Affidavit of publication dated 7/25/19 was informally filed. Mayor Andrews asked for written comments. There being none, he then asked for oral comments. There were none. Motion by Joerger, second Hammond to close the hearing. Ayes - 4. A second public hearing for this project has been scheduled for September 3. The bids will be back by then so we will approve the final plans at that time. Council member Starr introduced Resolution 100-19 entitled, "RESOLUTION SETTING PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF CONSTRUCTION COST FOR THE 2019 DRAINAGE IMPROVEMENT PROJECT AND ORDERING NOTICE TO BIDDERS OF THE REVISED SCHEDULED BID LETTING DATE" and moved for adoption. Second to adopt Hammond. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Hammond, Mallaro. Nays - none

The 2018 HMA paving project is complete and ready for acceptance. This project was done by Heartland Asphalt and the bid price was \$151,349.75. The actual final cost of the project was \$146,607.55. A final payment of \$8,517.88 is due once the project is accepted. Council member Joerger introduced Resolution 101-19 entitled, "RESOLUTION ACCEPTING THE 2018 HMA PAVING PROJECT AND AUTHORIZING FINAL PAYMENT" and moved for adoption. Second to adopt Mallaro. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Hammond, Mallaro. Nays - none

A drainage project is planned for South Johnson/Oliver Street area and this will require some extensive engineering study to be completed to determine the best options for fixing the issues here. Quotes have been received from three different firms with V & K Engineering submitting the low bid of \$8,900.00 and Fehr Graham Engineering submitting the next low bid at \$15,000.00. After studying the proposals, city staff is recommending accepting Fehr Graham's bid due to their approach which matches more of the city's stormwater mitigation plan. We do not want to just push this water on down the line, which is the direction that V & K is proposing to take. Council member Starr introduced Resolution 102-19 entitled, "RESOLUTION APPROVING ENGINEERING SERVICES AGREEMENT WITH FEHR GRAHAM ENGINEERING FOR SOUTH JOHNSON/OLIVER STREET DRAINAGE PROJECT, CHARLES CITY, IOWA" and moved for adoption. Second to adopt Hammond. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Hammond, Mallaro. Nays - none.

An evaluation has been done on the Main Street bridge by Calhoun Burns. It concludes that the bridge is in fair condition and had no major deficiencies. It identified a list of some repairs that should be considered for an estimated cost of \$325,000, which does not include painting. Their proposal for the engineering work is a not to exceed amount of \$22,500 plus \$6,600 for additional work such as administration and coordination of the work. Council member Joerger introduced Resolution 103-19 entitled, "RESOLUTION APPROVING DESIGN SERVICES AGREEMENT

WITH CALHOUN BURNS FOR MAIN STREET BRIDGE REPAIR PROJECT, CHARLES CITY, IOWA” and moved for adoption. Second to adopt Mallaro. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Hammond, Mallaro. Nays - none.

The property that is being sold to the Charles City school , a part of the lot known as Outlot C, will be used as part of the relocation of the school’s new baseball diamond. A resolution had been drafted to set the public hearing on this transfer but a legal description is needed. This has not been completed yet, so staff is recommending the council take no action on this resolution setting the hearing. Council took no action.

The city had previously been awarded a Iowa Partners in Conservation Grant for \$435,000 which provides 5 years of funding for a full time staff position to oversee our sponsored projects which include watershed projects. This sponsored project is in conjunction with our wastewater treatment plant update. This position will be a Floyd County soil conservation district employee and they will house this person at their location. This resolution approves a statement of work associated with the grant between the city and USDA/NRCS. Council member Joerger introduced Resolution 105-19 entitled, “RESOLUTION AUTHORIZING ADOPTION OF STATEMENT OF WORK ASSOCIATED WITH THE IOWA PARTNERS IN CONSERVATION GRANT BETWEEN THE CITY OF CHARLES CITY AND USDA/NRCS” and moved for adoption. Second to adopt Starr. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Hammond, Joerger. Nays - none

City clerk O’Donnell reported that the next planning session will be held August 14 at the public housing office. The meeting will start at 5:00 p.m. with a tour of the housing facilities and the business part of the meeting will be held in the public housing conference room starting at 6:00 p .m.

City administrator Diers reported that he had attended a housing 360 meeting in Martensdale recently with Mayor Andrews. Today was the last day for production for Simply Essentials. All of the product will be gone tomorrow. A group will be meeting Wednesday to discuss ambulance service for the county. Discussion will be held Wednesday morning on the agreement with Area Development for the certified site. One item of discussion will be what will be done with any extra money left after the sale of the property and all of the debt is paid off. There will be a representative from the Iowa League of Cities coming to Charles City tomorrow for a tour. Thursday is the bid opening for the wastewater plant project. There is a webinar on Opportunity Zone being held August 13. The Charles City Chamber annual golf outing is on September 10 and if anyone is interested in getting a city team together to participate, let Steve know.

There being no further business, motion by Hammond, second Joerger to adjourn. Ayes - 4

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Dean Andrews, Mayor

Attest:

Trudy O’Donnell, city clerk