

COUNCIL MINUTES
REGULAR SESSION
OCTOBER 15, 2018

Charles City city council met in regular session on October 15, 2018 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Jerry Joerger, DeLaine Freeseaman, Michael Hammond and Dan Mallaro. Also present were city administrator Steve Diers, city engineer John Fallis and city attorney Brad Sloter.

Citizen comments - none

Mayor Andrews welcomed everyone to the meeting.

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

Motion by Hammond, second Joerger to approve the minutes of the September 24 and October 1 meetings. Ayes - 5

Motion by Freeseaman, second Joerger to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following: approve 9/18 financials for city of Charles City and CC Public Employees Health Plan, approve renewal of Class C beer/wine permit w/ Sunday Sales for HyVee Gas, approve renewal of Class LA liquor permit w/ Sunday Sales and Outdoor Service for BPO Elks, approve filing the following liens: outstanding utility bills - Acct5023255001 \$681.62, Acct 5007130002 \$522.39, Acct5010900003 \$153.30, Acct5026710006 \$51.42, Acct5020520000 \$35.13, Acct5013760000 \$38.94, Acct5005400002 \$76.69, Acct5008500002 \$1228.89, Acct5019870001 \$594.94, Acct5010780000 \$39.83; curb stop repairs - 406 N. Grand \$578.55 and 902 6th Ave 578.55 and payment of claims (including those approved by other boards):

61940-		
61962	PAYROLL ENDING 09/29/18	\$94,622.90
61963	CITY OF CHARLES CITY, payroll liabilities	\$1,142.24
61964-		
61965	CC PUBLIC EMP HEALTH PLAN, PR liabilities	\$8,484.74
ACH	COLLECTION SERVICE CENTER, PR liabilities	\$212.76
ACH	EFTPS, payroll liabilities	\$26,095.75
61966	EMC NATIONAL LIFE COMPANY, PR liabilities	\$33.55
ACH	ICMA, payroll liabilities	\$1,506.92
ACH	FAMILY COMM CREDIT UNION, PR liabilities	\$1,468.00
61967	CENTURYLINK, serv.	\$1,675.48
61968	INTERSTATE BATTERIES OF UPPER IOWA, supp.	\$695.60
61969	KWIK TRIP, supp.	\$2,727.16
61970	OCTOBER FGP STIPEND CHECK	\$198.75
ACH	OCTOBER FGP STIPEND CHECKS	\$11,512.98
61971	BLUE TARP CREDIT SERVICES, serv.	\$39.99
61972	CENTURYLINK, serv.	\$390.05
61973	LEAF, serv.	\$139.40
61974	WINDSTREAM, serv.	\$59.35
61975	ANDY BRATRUD, utility deposit refund	\$51.48
61976	KALEB DYKSTRA, utility deposit refund	\$22.00
61977	CINDY PAUL, utility deposit refund	\$20.89
61978	VOIDED	**VOIDED**

61979	RUTH ANN ADELMUND, utility deposit refund	\$90.00	
61980	DOUGLAS BEAUCHAMP, utility deposit refund	\$90.00	
61981	CHATIA BRUCE, utility deposit refund	\$90.00	
61982	DON ELLISON, utility deposit refund	\$90.00	
61983	DANIELLE ELTHON, utility deposit refund	\$90.00	
61984	SUSAN GRANT, utility deposit refund	\$90.00	
61985	DANNY GRIFFIN, utility deposit refund	\$90.00	
61986	KENDRA MAHAN, utility deposit refund	\$90.00	
61987	CASEY MCCOY, utility deposit refund	\$90.00	
61988	KATHARINE MCCUTCHEN, utility deposit refund		\$90.00
61989	DAVID PAIGE, utility deposit refund	\$90.00	
61990	ABEGAIL PARKER, utility deposit refund	\$90.00	
61991	ZACHARY ROBBINS, utility deposit refund	\$90.00	
61992	ANDREA WILLIAMS, utility deposit refund	\$90.00	
61993	IOWA DIV OF CRIMINAL INVESTIGATION,	\$13.00	
61994	VOIDED	**VOIDED**	
61995	ANNETTE DEAN, travel reimbursement	\$81.80	
61996-			
61998	BAKER & TAYLOR BOOKS, supp.	\$2,100.80	
61999	BAKER & TAYLOR ENTERTAINMENT, supp.	\$189.82	
62000	BIBLIONIX, supp.	\$3,000.00	
62001	BRODART COMPANY, supp.	\$59.25	
62002	CAROL CASE, serv.	\$1,100.00	
62003	CC PUBLIC EMP HEALTH PLAN, serv.	\$1,578.25	
62004	CC CHAMBER OF COMMERCE, serv.	\$77.00	
62005	COREY HAWKE, serv.	\$339.00	
62006	HEATHER CREEK MUSIC, serv.	\$200.00	
62007	HOCKENSON PLUMBING, supp.	\$98.96	
62008	HY-VEE INC, supp.	\$99.17	
62009	INGRAM LIBRARY SERVICES, supp.	\$66.68	
62010	JULIE MORTON, supp.	\$30.00	
62011	LEAF, serv.	\$72.30	
62012	MEDIACOM, serv.	\$319.46	
62013	MIDAMERICAN ENERGY, serv.	\$1,484.30	
62014	NEWBAUER INC, serv.	\$44.25	
62015	ROWMAN & LITTLEFIELD, supp.	\$93.68	
62016	STAPLES ADVANTAGE, supp.	\$100.03	
62017	STATE LIBRARY OF IOWA, supp.	\$50.80	
62018	TASTE OF HOME, supp.	\$33.98	
62019	TRACES, supp.	\$40.00	
62020	VISA, supp.	\$391.85	
62021	WAVERLY HEALTH CENTER CLINIC, serv.	\$97.00	
62022	CENTURYLINK, serv.	\$234.00	

62023	LANCE & RENAE GOLLY, account credit refund	\$71.12
62024	DENNIS SANVIG, account credit refund	\$62.65
ACH	BANCORPSV, serv.	\$101.15
ACH	BANCORPSV, serv.	\$42.66
ACH	BANCORPSV, serv.	\$35.00
ACH	BARBARA BROWN (FGP), serv.	\$42.80
ACH	BETTY HANSON (FGP), serv.	\$6.40
ACH	FIRST CITIZENS-CC, serv.	\$141.61
ACH	IMAGETEK, serv.	\$340.00
ACH	JACQUELINE FERCH (FGP), mileage	\$23.04
ACH	JANET NIESS (FGP), mileage	\$58.24
ACH	LADONNA NORRIS (FGP), mileage	\$8.32
ACH	MAVIS BEENEN (FGP), mileage	\$7.04
ACH	PATRICIA SINNWELL (FGP), mileage	\$12.48
ACH	TREASURER, STATE OF IOWA, sales tax	\$209.62
ACH	TREASURER, STATE OF IOWA, sales tax	\$11.47
ACH	UNITED BEVERAGE, supp.	\$237.00
ACH	VICKI INMAN (FGP), mileage	\$27.29
62025	AGSOURCE COOPERATIVE SERVICES, serv.	\$133.50
62026	ALEC M GOODSITE, serv.	\$30.00
62027	ARTWEAR / BIRDIE AND BO'S, supp.	\$35.00
62028	BRUENING ROCK PRODUCTS INC, supp.	\$2,432.17
62029	CAEL RUZICKA, serv.	\$30.00
62030	CALHOUN-BURNS & ASSOCIATES, serv.	\$7,882.69
62031	CARQUEST AUTO PARTS, supp.	\$1,996.45
62032	CHARLES CITY AREA DEV CORP, serv.	\$2,000.00
62033	CENTRAL IOWA TELEVISING, serv.	\$6,700.00
62034	CERRO GORDO CO TREASURER, serv.	\$15.00
62035	CERRO GORDO PUBLIC HEALTH, serv.	\$80.00
62036	CHARLES CITY PRESS INC, serv.	\$745.50
62037	CINTAS CORPORATION, serv.	\$67.14
62038	CIRCLE K COMMUNICATIONS INC, serv.	\$4,041.67
62039	COMPUTRONICS, supp.	\$1,880.00
62040	D&K PRODUCTS, supp.	\$367.50
62041	DARIO GAMINO, travel/K-9 reimbursements	\$558.86
62042	DATA TECHNOLOGIES INC, serv.	\$970.00
62043	DISH NETWORK, serv.	\$63.71
62044	ELECTRICAL ENG & EQUIP CO, serv.	\$1,603.10
62045	ENVIRONMENTAL RESOURCE ASSOC, serv.	\$238.24
62046	FAREWAY STORE, supp.	\$626.37
62047	FEDERAL COMPANIES, serv.	\$15.00
62048	FLOYD CO MEDICAL CENTER CLINIC, serv.	\$398.00
62049	FLOYD CO MEMORIAL HOSPITAL, serv.	\$100.00

62050	FLOYD COUNTY EXTENSION, serv.	\$140.00
62051	FMC LANDFILL, serv.	\$447.75
62052	FORTE PAYMENT SYSTEMS INC, supp.	\$63.98
62053	FOX ENGINEERING INC, serv.	\$10,144.00
62054	HARRISON TRUCK CENTERS, supp.	\$29,503.17
62055	HAWKINS INC, supp.	\$8,773.06
62056	HEWETT WHOLESale, supp.	\$43.19
62057	HOBERT ELECTRIC, serv.	\$56.00
62058	HOCKENSON PLUMBING, supp.	\$351.29
62059	HY-VEE INC, supp.	\$845.37
62060	HYDRO KLEAN LLC, serv.	\$21,852.28
62061	IDOT-CASHIER'S OFFICE	**VOIDED**
62062	IDOT-CASHIER'S OFFICE, supp.	\$2,868.17
62063	IDOT-CASHIER'S OFFICE, supp.	\$299.42
62064	IOWA WALL SAWING, serv.	\$1,876.00
62065	ISAIAH JAY TILTON, serv.	\$120.00
62066	JANE MICHELS, travel reimbursement	\$16.90
62067	JENDRO SANITATION SERVICES, serv.	\$43,742.80
62068	JENDRO SANITATION SERVICES, serv.	\$238.00
62069	JOHN DEERE FINANCIAL, supp.	\$788.86
62070	JOHN R GUTHART, supp.	\$40.00
62071	KAY PARK RECREATION, supp.	\$675.20
62072	KEVIN BEAVER, travel reimbursement	\$18.50
62073	KIRKWOOD COMM COLLEGE, serv.	\$950.00
62074	L&J INDUSTRIES INC, serv.	\$172.60
62075	LESSIN SUPPLY COMPANY, supp.	\$1,173.56
62076	LESSIN SUPPLY COMPANY, supp.	\$42.09
62077	LOOKOUT POINT COMMUNICATIONS, serv.	\$45,717.34
62078	MACQUEEN EQUIPMENT GROUP, serv.	\$4,219.14
62079	MARCO TECHNOLOGIES LLC, serv.	\$40.44
62080	MARCO, serv.	\$108.90
62081	METERING TECHNOLOGY SOLUTIONS, supp.	\$9,670.40
62082	MICK GAGE PLUMBING & HEATING, serv.	\$87.31
62083	MID AMERICA METER INC, supp.	\$1,254.69
62084	MIDAMERICAN ENERGY, serv.	\$67.63
62085	MIDAMERICAN ENERGY, serv.	\$10.00
62086	MIDLAND GIS SOLUTIONS LLC, serv.	\$37,700.00
62087	MIKE'S C&O TIRE INC, serv.	\$138.03
62088	MISSISSIPPI LIME COMPANY, supp.	\$5,985.43
62089	MODERN MARKETING INC, supp.	\$75.17
62090	NEWBAUER INC	**VOIDED**
62091	NEWBAUER INC, serv.	\$187.75
62092	NIACC, serv.	\$120.00

62093	NIACOG, serv.	\$1,000.00
62094	NOAH, SMITH ,SCHUKNECHT & SLOTER, serv.	\$2,750.94
62095	NORTHERN SAFETY CO INC, supp.	\$483.88
62096	O'REILLY AUTOMOTIVE INC, supp.	\$38.13
62097	OFFICE DEPOT, supp.	\$34.08
62098	ON-SITE INFO DESTRUCTION SERVICES, serv.	\$45.00
62099	PERRY NOVAK ELECTRIC INC, serv.	\$31,607.81
62100	FERGUSON ENT DBA POLLARDWATER, supp.	\$413.13
62101	POPP EXCAVATING INC, serv.	\$17,861.00
62102	POSTMASTER, serv.	\$910.00
62103	PRODUCTIVITY PLUS ACCOUNT, supp.	\$223.77
62104	QUILL CORPORATION, supp.	\$175.94
62105	RONALD HILLEGAS/R&S MOWING, serv.	\$730.00
62106	RICHARD WYBORNBY, serv.	\$1,800.46
62107	RILEY'S INC, supp.	\$230.28
62108	ROCKMOUNT RESEARCH & ALLOYS, supp.	\$623.64
62109	SARAH MERRIFIELD, mileage reimbursement	\$146.61
62110	SCHUETH ACE HARDWARE, supp.	\$205.58
62111	SCHUETH ACE HARDWARE, supp.	\$27.98
62112	SHERWIN-WILLIAMS CO, supp.	\$221.23
62113	SISSON & ASSOCIATES INC, serv.	\$2,725.00
62114	SNAP-ON TOOLS/DUANE KAY, supp.	\$549.01
62115	STEWART M DALTON, serv.	\$60.00
62116	STREAM LINE PAINTING, serv.	\$475.00
62117	SUPERIOR LUMBER INC, supp.	\$452.41
62118	TERRACON CONSULTANTS INC, serv.	\$2,831.50
62119	TERRI NOVAK, mileage reimbursement	\$139.52
62120	UNITED STATES CELLULAR, serv.	\$1,004.86
62121	WAHLTEK INC, serv.	\$438.75
62122	WISCONSIN INDEPENDENT NETWORK, serv.	\$1,200.00

TOTAL \$498,833.09

August Receipts - Gen-47321.87;Disp-42846.15;K-9-23148.00;SafetyEd-50.00;P/R C/I-196.28;CommEquip-1306.31;H/M-39724.38;RAGBRAI-.53;RUT-115699.85;CVTC-690.41;OptTx-64225.90;'16Flood-20966.63;TIF-3018.89;LibrTr-14692.00;FGP-12357.62;PubHous-71600.20;Sect8-68416.61;'16CapProj- -80865.17;'17 CapProj-112564.62;Water-224658.32;Sewer-190543.82;WasteFnd-54229.41;Transit-2534.00;SWU-18215.25;FireExt-292.00

August Disbursements - Gen-355566.65;Disp-36257.00;K-9-3186.15;RUT-51411.33;EmpBen-74791.88;CVTC-43819.77;TIF-5331.28;LibrTr-14.20;FGP-14378.18;PubHous-95808.61;Sect863856.46;Cable-648.50;StreetRelC/I-51345.87;'17CapProj-71084.48;'18CapProj-39385.03;CW Bridge-191321.25;Water-120419.33;Sewer-67484.23;WWTPExpansion-30832.15;WasteFnd-44002.99;Transit-18937.39;SWU-6530.52;FireExt-699.06

September Receipts - Gen-231090.95;Disp-38171.42; K-9-4172.77; SafetyEd-1200.00;P/R C/I-198.57;CommEq-1304.80;H/M-172.87;RAGBRAI-.51;RUT-111016.27;EmpBen-90984.92;CVTC-15644.97;Emer-5066.45;OptTx-64449.90;TIF-47612.45; FGP17772.10; PubHous-61197.50; Sect8-68558.56; DebtServ-28304.51; water-213175.82;Sewer-175141.09;WasteFnd-48425.99;Transit-2662.00;SWU-16833.97;FireExt-522.00

September Disbursements - Gen-231482.25;Disp-31871.66;K-9 42.49;CommEq-5065.00;H/M-2500.00;RUT-65374.36;EmpBen-78109.73;CVTC-3631.31;FGP-15317.33; PubHous-48626.55; Sect8-126035.29;AssetForf-800.00;Cable-399.89;StreetRelC/I-540854.84; CWBridge-9849.16; Water-87137.83; Sewer-157327.88;WWTP Expansion-27841.75;WsteFnd-46191.02; Transit-17201.63;SWU-26662.05;FireExt-354.45

Business of the Mayor - none

Ordinance 1120 AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF CHARLES CITY, IOWA TO CHANGE THE CLASSIFICATION OF A PARCEL OF REAL PROPERTY FROM M-2, GENERAL MANUFACTURING DISTRICT, TO B-3, SERVICE BUSINESS DISTRICT was presented for a third and final reading. This ordinance would re-zone some property near the rail road tracks per a request from a non profit entity wanting to locate a railroad museum there. This property is currently zoned M-2 but that zone does not allow museums whereas a B-3 zone would. This property abuts other B-3 properties so it would not be spot zoning. Planning and zoning has reviewed this request at a public hearing and they are recommending approval. A public hearing was held by council on this ordinance at the October 1 council meeting. Council member Freeseaman asked if there had been any comments from the public and reply was no. Motion by Starr, second Freeseaman to approve the third reading of Ordinance 1120. Ayes - 5. Council member Starr read the ordinance. Motion by Freeseaman, second Joerger to adopt and publish Ordinance 1120. Ayes - 5

Ordinance 1121 AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF TWO PARCELS LOCATED IN BLOCK A, PLAT OF FREEMAN, NOW INCORPORATED AS CHARLES CITY, IOWA, AND THE FRACTIONAL BLOCK EIGHTY-NINE (89) IN KELLY AND COMPANY'S ADDITION TO ST. CHARLES, NOW INCORPORATED IN AND AS A PART OF CHARLES CITY, IOWA, FROM R-2, GENERAL RESIDENCE DISTRICT, TO B-3, SERVICE BUSINESS DISTRICT was presented for a third and final reading. This ordinance will correct a mapping error on properties located at 600 and 610 Gilbert Street. These properties have been businesses for many years but they are zoned R-2. Staff thinks this is an error and would like to correct it. These would be changed to a B-3 zone. Planning and zoning has reviewed this change at a public hearing. City council held a public hearing on this ordinance at their October 1 meeting. Council member Freeseaman asked if there had been any comments from the public on this ordinance and reply was no. Motion by Hammond, second Mallaro to approve the third reading of Ordinance 1121. Ayes - 5. Council member Hammond read the ordinance. Motion by Starr, second Hammond to adopt and publish Ordinance 1121. Ayes - 5

Ordinance 1122 AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF A PARCEL LOCATED IN BLOCK A, PLAT OF FREEMAN, NOW INCORPORATED AS CHARLES CITY, IOWA, FROM R-2, GENERAL RESIDENCE DISTRICT, TO B-3, SERVICE BUSINESS DISTRICT was presented for a third and final reading. Express Lube is interested in purchasing the property at 403 Cedar Street to demolish the house there and expand their service bays. This is zoned R-2 and would need to be changed to B-3 for them to utilize it for their business. Planning and zoning has reviewed this change at a public hearing and they are recommending approval. City council held a public hearing on this ordinance at their October 1 meeting. Council member Freeseaman asked if there had been any comments from the public and reply was no. Motion by Freeseaman, second Hammond to approve the third and final reading of Ordinance 1122. Ayes - 5 Council member Freeseaman read the ordinance. Motion by Hammond, second Freeseaman to adopt and publish Ordinance 1122. Ayes - 5

City engineer John Fallis discussed two projects that are ready to be accepted by the city. Both were done by the same contractor, Hydro-Klean and were for lining of city sanitary sewer mains. The 2017 Sanitary Sewer lining project was completed at a total cost of \$161,940.01 and included lining approximately 5,500 l.f. of sanitary sewer mains located in the northeast area of the city. The 2018 Sanitary Sewer lining project was completed at a final cost of \$181,604.00. City engineer Fallis is

recommending acceptance and final payments for both projects. Council member Joerger introduced Resolution 161-18 entitled, "RESOLUTION ACCEPTING THE 2017 SANITARY SEWER LINING PROJECT AND AUTHORIZING FINAL PAYMENT" and moved for adoption. Second to adopt Starr. Resolution duly passed on roll call vote as follows: Ayes - Mallaro, Starr, Joerger, Freeseaman, Hammond. Nays - none.

Council member Freeseaman introduced Resolution 162-18 entitled, "RESOLUTION ACCEPTING THE 2018 SANITARY SEWER LINING PROJECT AND AUTHORIZING FINAL PAYMENT" and moved for adoption. Second to adopt Starr. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Hammond, Mallaro. Nays - none

The council would like to conduct a goal setting session since it's been two years since we did the last one. Previously, Jeff Schott from the Institute of Public Affairs conducted our sessions but that program has been eliminated by the state. City staff is recommending utilizing Pat Callahan of Callahan Municipal Consultants for our goal setting. He has had much experience being a city manager and also working as interim director of the Institute of Public Affairs when director Tim Shields passed away. His method will be similar to what we've used in the past. His quote is for \$1,350 for this service. Council member Freeseaman introduced Resolution 163-18 entitled, "RESOLUTION APPROVING PROPOSAL FROM CALLAHAN MUNICIPAL CONSULTANTS FOR GOAL SETTING SERVICES" and moved for adoption. Second to adopt Hammond. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Hammond, Mallaro, Starr. Nays - none. Council decided on Wednesday, November 7 at 5:00 p.m. in council chambers for this goal setting session.

City clerk O'Donnell reported that the next planning session is scheduled for October 23 at 6:00 p.m.

Mayor Andrews reported that the planning and zoning commission will hold a public hearing on the city's comprehensive plan draft on October 22 at 5:00 p.m.

City administrator Diers reported that a driving tour of the city will be done tomorrow to identify nuisance properties to focus on. A meeting will be held this week with our transit providers to review the program to see how it's operating. A meeting of the Sw Bypass TIF board will be held soon. City wide brush pickup will be done starting October 22 and leaf pickup around town will start October 29.

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

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk