

## COUNCIL PROCEEDINGS OCTOBER 17, 2019

Charles City city council met in a planning session on October 17, 2019 at 5:00 p.m. at the Charles City Water Plant, 1709 Indiana Ave, Charles City, IA. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Jerry Joerger, Michael Hammond, DeLaine Freeseaman, and Dan Mallaro. Also present were city administrator Steve Diers and city attorney Brad Sloter. A tour of the water plant started at 5:00 p.m. and the business portion of the meeting started at 6:00 p.m.

Mayor Andrews stated that he had attended the candidate forum that was held last evening. There was a good turnout of spectators.

Upon an initial request from Casey Mallory to remove his property from the city limits, a letter was sent, by the city engineer, to explain the process. The Iowa code provides specific information regarding severance of territory. The letter stated that at this time the city staff did not support a petition for severance but welcomed Mr. Mallory to attend a planning session to discuss the matter. Casey Mallory who lives at 2656 195<sup>th</sup> Street and Sam and Julie Offerman who live at 2660 195<sup>th</sup> Street were at the meeting to discuss the matter. City Attorney Sloter reviewed the services that are currently being provided to the Offerman's' and the Mallory's'. He also stated that staff has had a few discussions about the possibility of future annexation in that area. Mallory explained that there are 4 houses in that area that are in the city limits. He explained that his feeling was that they are not receiving any different services from the city than what is being offered to the Maple Heights residents that are not in the city limits. Offerman added that they are paying for infrastructure through city taxes that they have no access to. After much discussion, the next step will be a petition will have to be brought forward by the residents wanting to sever.

As part of the nuisance process, staff has identified a list of ten properties that are of top priority. At the current time we are working on 607 S. Johnson. It is abandoned and not livable. Staff and city attorney have been working on a 657 A acquisition for the property. Notice has been sent to the property owner for demolition. Once the deadline has passed it will come to council for approval to acquire the property. Council member Starr asked if it was possible to go through the judgement process if the property owner had other assets. City attorney Sloter stated that you could but the 657A process was the most efficient way to abate the nuisance.

Due to a discrepancy in the legal description in Ordinance 313 that vacated an alley in the Bartz addition in 1958, city attorney Sloter explained it was necessary to re-vacate this alley using the proper legal description. We currently have 3 owners that would like to acquire the alley property abutting their property. Sloter explained that the next step in this process would be the council will have to approve a resolution to direct the Planning and Zoning Commission to review and provide a recommendation regarding the request to vacate the alleys in Block 1 of

the Bartz Addition and Block 57 of the Gregg's Addition. The resolution will be placed on the next council meeting for the council's consideration.

A change order is needed for the South Main/North Jackson Street HMA Project. The change order is due to rock excavation that was needed during storm sewer construction, to modify a storm sewer manhole, and place an additional intake. The additional cost of this change order is \$34,958.55. DOT has reviewed and concurred with the work. The costs will be reimbursed to the City with SWAP funds. Approval of this change order will be brought forward for council's consideration on Monday night's agenda.

As part of our WRRF upgrade, we received a grant from SRF for a Sponsored project. The City is looking at partnering with the Iowa Soybean Association to assist in the technical aspects of the sponsored project. Diers provided the council with an initial draft of the agreement for their review. The agreement is between the Iowa Soybean Association and the City of Charles City to provide services for \$10,500 a year or \$52,000 in total for the life of the project. Costs will be covered by grant funds received through the NRCS-Iowa Partner's in Conservation Grant that was received earlier in the year. Diers is still reviewing the agreement and after further review it will be brought to a future council meeting.

We have recently joined the North Iowa Safety Alliance Group through IAMU to provide classes for safety training. IAMU is investigating an option for a full-time safety coordinator that would be shared amongst the entities that currently make up the alliance. This position would offer on-site safety training, a follow up that would ensure that all employees are taking the training needed, and would assist in the needed reporting. Our current cost to belong to the alliance is about \$8,000 a year. Hiring a full-time person to be shared would take our share to \$25,470 if all communities participate. IAMU is gathering feedback on which communities would like to participate. Diers's recommendation is to have council approve willingness to participate in an amount not to exceed \$30,000. An item will be placed on the next meeting agenda for consideration.

Molly Barrett has created an art piece that City Improvement Association and Charles City Chamber of Commerce would like to place at Grace Larson Park, which is the park located between the river and the Floyd County Courthouse. Similar to previous projects they are asking the city to accept the piece and include it in our city insurance policy. Bob Ingram has stated it could be included in the city's insurance policy at no additional cost. City Improvement Association is seeking approval from City Council to accept this piece. An item will be placed on the next agenda for consideration.

Diers explained that within our current city code that addresses water meter charges we only go up to an 8" meter. There will soon be a need for a 10" water meter access fee due to the Valero contract ending in December. We would also like to add a fee for the 12" meter in case it would be needed. Diers has also been reviewing the charges for water users outside of the city limits. In doing a survey of surrounding communities additional fees range from 20% higher to 100% higher. Currently our additional fees are set at 15% higher. The common standard for

rates for outside of the city limits is 50%. This increase is due to the typical added infrastructure needed to serve the areas as well as an incentive to be part of the incorporated City. Diers would recommend an increase to 50% over city resident rates for water users outside of the city limits. Changes could take effect January 1, 2020.

City Administrator Report-Annual renewal for Main Street program will be on the agenda for Monday. Diers understands there have been no changes on it. Brad and Hugh have been looking at the officer reimbursement for training contract. Updating contract to remove overtime expenses relating to officer training. Item will be place on the agenda Monday to update the document. Wastewater trees are needing to be moved. We are currently trying to give away as many of them as possible. The school is interested as well as the fairgrounds. We are on a short time window to move the trees. If a private entity is wanting tress, we will need a resolution to allow Diers to dispose of the trees. A resolution will be drawn up by the City attorney an be placed on Monday's agenda for consideration. Diers will be gone the next few days. He is attending the national ICMA conference.

There being no further business, meeting was adjourned.

Attest:

Virginia Titus, Deputy City Clerk

Dean Andrews, Mayor

