

COUNCIL MINUTES
REGULAR SESSION
NOVEMBER 4, 2019

Charles City city council met in regular session on November 4, 2019 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Jerry Joerger, DeLaine Freeseaman, Michael Hammond and Dan Mallaro. Absent was Keith Starr. 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 - 4

Motion by Hammond, second Freeseaman to approve the minutes of the October 17 and 21 meetings. Ayes - 4

Motion by Freeseaman, second Mallaro to approve the consent calendar. Ayes - 4. Consent calendar consisted of the following: approval of excavation bond for Q3 and payment of claims(including those approved by other boards):

66609	DISH NETWORK, serv.	\$142.87
66610	JOHN DEERE FINANCIAL, supp.	\$17.97
66611	CENTURLINK, serv.	\$1,466.60
66612	MARCO-BUS OFF-ADMIN, serv.	\$52.58
66613	STAPLES CREDIT PLAN, supp.	\$134.51
66614- 66631	PAYROLL ENDING 10/26/19	\$97,275.97
ACH	AFLAC, payroll liabilities	\$1,140.04
66632	CITY OF CHARLES CITY, payroll liabilities	\$1,390.36
ACH	COLLECTION SERVICE CENTER, payroll liabilities	\$212.76
ACH	EFTPS, payroll liabilities	\$31,664.09
ACH	ICMA, payroll liabilities	\$1,222.35
ACH	FAMILY COMM CREDIT UNION, payroll liabilities	\$1,583.00
66633	EMC NATIONAL LIFE CO, payroll liabilities	\$6.00
ACH	IPERS, payroll liabilities	\$46,938.86
66634- 66635	LINCOLN NATIONAL LIFE INS CO, payroll liabilities	\$285.00
66636- 66638	DELTA DENTAL, payroll liabilities	\$1,819.50
ACH	MUNICIPAL FIRE & POLICE, payroll liabilities	\$38,329.42
ACH	TREASURER, STATE OF IOWA, payroll liabilities	\$17,282.00
ACH	VSP, payroll liabilities	\$341.50
ACH	CAROLYN LAVONNE KACER (FGP), mileage	\$17.82
ACH	DARLENE TOYNE (FGP), mileage	\$15.12
ACH	BANCORPSV, serv.	\$680.00
ACH	BANCORPSV, serv.	\$124.68
ACH	DELUXE, supp.	\$97.26
66639	VERIZON WIRELESS, serv.	\$120.03

66640-		
66651	NOVEMBER HAP CHECKS	\$9,047.50
ACH	NOVEMBER HAP CHECKS	\$48,838.90
ACH	NOVEMBER FGP STIPEND CHECKS	\$14,420.61
66652	TAMARA FAYE LEASURE, refund credit on account	\$218.53
66653	AGVANTAGE FS, supp.	\$1,312.97
66654	ARNOLD MOTOR SUPPLY LLP	**VOIDED**
66655	ARNOLD MOTOR SUPPLY LLP	**VOIDED**
66656	ARNOLD MOTOR SUPPLY LLP, supp.	\$1,685.69
66657	AVE OF THE SAINTS ANIMAL HOSPITAL, serv.	\$290.95
66658	C H MCGUINNESS CO INC, supp.	\$2,453.24
66659	CAL'S AUTO REPAIR INC, supp.	\$3.50
66660	CALHOUN-BURNS & ASSOCIATES, serv.	\$41,764.90
66661	CANADIAN PACIFIC RAILWAY CO, serv.	\$150.00
66662	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
66663	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
66664	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
66665	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
66666	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
66667	CC PUBLIC EMP HEALTH PLAN, serv.	\$75,225.93
66668	CEDAR CREEK TREE SERVICE LLC, serv.	\$13,352.00
66669	CHARLES CITY PRESS INC	**VOIDED**
66670	CIRCLE K COMMUNICATIONS INC, serv.	\$5,086.38
66671	CITY OF CHARLES CITY, supp.	\$300.00
66672	CJ COOPER & ASSOCIATES INC, serv.	\$70.00
66673	COLLEEN ORTMAYER, mileage reimbursement	\$13.34
66674	COMMUNITY REVITALIZATION, serv.	\$1,000.00
66675	CORE & MAIN LP, supp.	\$3,050.00
66676	CORY SPIEKER, travel reimbursement	\$8.87
66677	CROELL INC, supp.	\$1,943.57
66678	STATE OF IOWA-ELEVATOR SAFETY, serv.	\$225.00
66679	DO IT ALL SERVICES LLC, serv.	\$7,639.73
66680	DORSEY & WHITNEY LLP, serv.	\$5,665.50
66681	ELECTRONIC ENGINEERING, supp.	\$7,899.68
66682	ETHANOL PRODUCTS LLC, supp.	\$1,143.36
66683	FLOYD COUNTY RECORDER, serv.	\$21.00
66684	GENERAL TRAFFIC CONTROLS, serv.	\$2,639.31
66685	HEARTLAND ASPHALT INC, serv.	\$34,269.65
66686	HEIDI J NIELSEN, travel reimbursement	\$193.59
66687	HENDERSON PRODUCTS INC, supp.	\$1,010.00
66688	HOLIDAY INN AIRPORT, serv.	\$225.09
66689	DARWIN W HOLLAND, serv.	\$1,000.00
66690	IDOT-CASHIER'S OFFICE, supp.	\$96.13

66691	IOWA LAW ENFORCEMENT ACADEMY, serv.	\$150.00
66692	INTERSTATE MOTOR TRUCKS, supp.	\$314.72
66693	IOWA DEPT OF PUBLIC SAFETY, serv.	\$1,998.00
66694	JEFF HOLZER, travel reimbursement	\$8.65
66695	JEFF'S SANDBLASTING & PAINTING, serv.	\$187.50
66696	JOHN A HOWE, serv.	\$850.00
66697	JP COOKE COMPANY, supp.	\$141.85
66698	KEVIN BEAVER, travel reimbursement	\$17.89
66699	KWIK TRIP INC, supp.	\$2,461.42
66700	MARCO TECHNOLOGIES LLC, serv.	\$204.05
66701	MERRITT COMPUTER SERVICE INC, serv.	\$320.60
66702	MIDAMERICAN ENERGY	**VOIDED**
66703	MIDAMERICAN ENERGY, serv.	\$25,685.30
66704	MIKE'S C&O TIRE INC, serv.	\$21.45
66705	MOSS ROOFING & INSULATION INC, supp.	\$52,933.37
66706	NCL OF WISCONSIN, supp.	\$77.23
66707	NEWBAUER INC, serv.	\$102.72
66708	NORTH IOWA FABRICATION, serv.	\$120.00
66709	NORTHERN SAFETY CO INC, supp.	\$546.78
66710	OTTO'S ENTERPRISES LLC, serv.	\$697.80
66711	PAWS HUMANE SOCIETY, serv.	\$1,550.00
66712	PERRY NOVAK ELECTRIC INC, serv.	\$166.88
66713	FERGUSON ENT DBA POLLARDWATER, supp.	\$707.34
66714	POPP EXCAVATING INC, serv.	\$2,635.99
66715	RICHARD WYBORN, serv.	\$412.50
66716	RILEY'S INC, supp.	\$110.39
66717	SARAH MERRIFIELD, mileage reimbursement	\$501.08
66718	SHORT ELLIOTT HENDRICKSON INC, serv.	\$12,100.64
66719	SNAP-ON TOOLS/DUANE KAY, supp.	\$246.70
66720	STEVEN T DIERS, travel reimb/phone stipend	\$254.97
66721	SUPERIOR WELDING SUPPLY CO, supp.	\$19.25
66722	THE FILTER SHOP, supp.	\$411.83
66723	TITUS LOCK SERVICES, serv.	\$322.00
66724	TRUDY O'DONNELL, travel reimbursement	\$98.16
66725	USA BLUEBOOK, supp.	\$464.00
66726	WESTRUM LEAK DETECTION, serv.	\$607.50
66727	CHARLES CITY PRESS, serv.	\$847.56
66728	IMAGETEK, serv.	\$1,260.00

TOTAL \$634,181.33

Business of the mayor - Mayor Andrews reported that Debi Durham will be in Charles City tomorrow at 10:30 for a housing roundtable at the NIACC center. A proclamation for American Education Week November 18-22 was presented for approval. Motion by Freeseaman, second Hammond to approve the proclamation. Ayes - 4. Mayor Andrews read the proclamation.

Mayor Andrews opened the public hearing on an amendment to the South Grand Urban Renewal Plan. Affidavit of publication dated 10/21/19 was informally filed. Mayor 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. This amendment is for the proposed certified site property purchase. We will be using TIF increment to finance this purchase for a not to exceed amount of 2.5 million. The paperwork shows an amount of 2.156 million but this amount doesn't include additional costs incurred for this project. Bond counsel has been consulted and have advised us to change this amount to 2.5 million for council to approve. Council member Freeseaman introduced Resolution 151-19 entitled, "RESOLUTION TO APPROVE URBAN RENEWAL PLAN AMENDMENT FOR THE SOUTH GRAND URBAN RENEWAL AREA" with the amended amount of 2.5 million and moved for adoption. Second to adopt Joerger. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Hammond, Mallaro. Nays - none. An internal advance needs to be approved so that the city can be reimbursed for costs incurred already for the certified site once increment is received. This is for a not to exceed amount of \$250,000. Council member Freeseaman introduced Resolution 152-19 entitled, "RESOLUTION AUTHORIZING INTERNAL ADVANCE FOR FUNDING OF URBAN RENEWAL PROJECT" and moved for adoption. Second to adopt Mallaro. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Hammond, Mallaro. Nays - none.

Bread of Life Market has leased the Marzen Towing property located at 1105 South Grand Avenue. When they moved into this building, it triggered a change of use permit and this caused the requirement that the parking lot be paved there. They have gone before planning and zoning to request a waiver of the paving requirements citing their non-profit status and the fact that this property is still in probate. Planning and zoning is recommending granting a two year waiver and at the end of that period, the parking needs to be brought up to the standards in effect at that time. Council member Joerger introduced Resolution 153-19 entitled, "RESOLUTION GRANTING PARKING WAIVER FOR PROPERTY AT 1105 SOUTH GRAND" and moved for adoption. Second to adopt Hammond. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Hammond, Mallaro. Nays - none. Mayor Andrews commented that discussion was held today with chair of planning and zoning, city engineer Fallis and city administrator Diers on the current parking requirements to try and find a solution.

Ordinance 1140 AMENDING THE CHARLES CITY CODE OF ORDINANCES CHAPTER 92 - WATER RATES, SECTION 92.02 - RATES FOR SERVICE, TO PROVIDE FOR RATES FOR WATER SERVICE FOR 10-INCH AND 12-INCH WATER SERVICE METERS, TO UPDATE USE RATES, AND TO INCREASE THE SURCHARGE FOR CUSTOMERS LOCATED OUTSIDE OF THE CORPORATE LIMITS OF CHARLES CITY was presented for a second reading. Valero has a 10" meter and up until this December, that fee has been included in a water usage agreement that has been in place since they opened. After the agreement terminates in December, we will need to charge them for this meter so this ordinance adds this size of meter, as well as a 12" meter, to our water fees. The rates to customers outside of city limits have been 15% above what in city limits users are charged. This ordinance would raise that fee to 50% above what residents inside city limits pay. The water rates currently listed in our code are from 2014 and we have an annual increase each year. The new ordinance will show what the current rate is after the annual increase since 2014. Motion by Freeseaman, second Mallaro to approve the second reading of Ordinance 1140. Ayes - 4. Council member Freeseaman read the ordinance.

The original development agreement with CCADC for the certified site required that the site be certified by November 1, 2019. The paperwork is taking longer than planned and ADC is requesting an extension of that requirement to December 2, 2019. Council member Freeseaman introduced Resolution 154-19 entitled, "RESOLUTION APPROVING EXTENSION TO AGREEMENT WITH CCADC" and moved for

adoption. Second to adopt Joerger. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Hammond, Mallaro. Nays - none.

City engineer Fallis outlined the needed changes to the city traffic code for the following items: 1- construction of the county LEC, parking for sheriff office has been lost. They are requesting the no parking zone on the north side of Court Street between Main and Jackson be eliminated and instead be designated parking for law enforcement only. 2-delete no parking zone on the west side of South Jackson Street from Court Street to 35 feet south since this section was recently vacated and conveyed to Floyd County. 3- delete no parking except Sunday on the east of North Jackson Street between Blunt and Ferguson streets and 4 - change the no parking zone located on the west side of North Jackson Street from the centerline of Blunt Street to 100 feet north to 50 feet north. Staff feels 100 feet is excessive and recommends changing that to 50 feet. Council member Hammond introduced Resolution 155-19 entitled, "RESOLUTION AMENDING RESOLUTION NO 35-92 THE OFFICIAL TRAFFIC CONTROL LISTING FOR THE CITY OF CHARLES CITY" and moved for adoption. Second to adopt Mallaro. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Hammond, Mallaro. Nays - none.

City clerk O'Donnell reported that the next planning session is November 13. City hall will be closed November 11 for Veteran's Day. She reminded everyone to vote tomorrow.

City administrator Diers reported that the EPA review will be coming on the Shaw site. He also reminded that the November 13 planning meeting will be held at the library. Decided to start at 5:30 with a tour and the regular business meeting will start at 6:00 at council chambers. Broadband commission will be meeting November 12 and are planning to form a recommendation to bring back to the council for the fiber to the home project. We have been notified that the interest will be reduced to 1.75% on one of our SRF loans, so paperwork will be coming for council to approve for this.

Motion by Hammond, second Freeseaman to adjourn. Ayes - 4

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk