

COUNCIL MINUTES
REGULAR SESSION
FEBRUARY 6, 2017

Charles City City Council met in regular session at 6:00 p.m. on February 6, 2017 in council chambers. Mayor James Erb presided and the following council members were present: Keith Starr, Jerry Joerger, DeLaine Freeseaman (arrived at 6:04), Michael Hammond and Dan Mallaro. Also present were city administrator Steve Diers, city engineer John Fallis and assistant city attorney Brad Slotter.

Citizen Comments - none

Mayor Erb welcomed everyone to the meeting.

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

Motion by Starr, second Hammond to approve the minutes of the January 11, 12,19,23,26 and 30 meetings. Ayes - 4

Motion by Joerger, second Starr to approve the consent calendar. Ayes - 4 Consent calendar consisted of the following: approve Dollar General Class C beer permit w/ Sunday Sales, approve I Don't Care Class B beer permit w/ Sunday Sales, approve filing a lien for unpaid utility bills for the following: \$254.36 Acct5014660002, \$91.73 Acct5008980000, approve Wildwood Golf Course Class C liquor license w/ Sunday Sales and Outdoor Service and payment of claims (including those approved by other boards):

54298	LEAF, serv.	\$72.30
54299	MIDAMERICAN ENERGY, serv.	\$2,444.32
54300	ARNOLD MOTOR SUPPLY LLP, supp.	\$32.95
54301	STAPLES CREDIT PLAN, supp.	\$179.54
54302	JAMES BLUHM dba BLUHMS CV ELEC, serv.	\$252.00
54303	BUSINESS CARD, supp.	\$429.98
54304	C NABER & ASSOCIATES, serv.	\$395.00
54305	CDW-GOVERNMENT INC, supp.	\$3,907.19
54306	CHARLES CITY HOUSING, sec dep refund withheld	\$352.24
54307	CHARLES CITY PRESS INC, serv.	\$1,100.00
54308	CINTAS CORPORATION #762, serv.	\$141.30
54309	CITY OF CHALRES CITY, serv.	\$2,982.71
54310	COLLINS & ASSOCIATES, serv.	\$3,715.00
54311	DAVID BOCK, serv.	\$185.00
54312	DON'S REPAIR, supp.	\$1,501.92
54313	HILLEGAS FLOORING LLC, supp.	\$1,151.29
54314	HOCKENSON PLUMBING, supp.	\$405.80
54315	IDOT-CASHIER'S OFFICE, supp.	\$179.96
54316	IOWA DEPT OF PUBLIC HEALTH, serv.	\$120.00
54317	JENDRO SANITATION SERVICES, serv.	\$652.00
54318	JOANNE WILTSE ESTATE, sec dep refund	\$234.71
54319	LINDERMAN HEATING & AIR LLC, serv.	\$605.51
54320	MARCO TECHNOLOGIES LLC, serv.	\$84.58

54321	ARTHUR MEHMEN dba MEHMEN PAINTING, serv.	\$380.00
54322	MIDAMERICAN ENERGY	**VOIDED**
54323	MIDAMERICAN ENERGY	**VOIDED**
54324	MIDAMERICAN ENERGY, serv.	\$7,271.14
54325	MIKE MOLSTEAD MOTORS INC, serv.	\$866.38
54326	NAN MCKAY & ASSOCIATES, serv.	\$224.00
54327	NOAH, SMITH & SCHUKNECHT PLC, serv.	\$212.00
54328	PHADA COMPENSATION SURVEY, serv.	\$65.00
54329	PITNEY BOWES-LEASE ACCT, serv.	\$54.09
54330	RODNEY JOSLIN ESTATE, sec dep interest refund	\$6.72
54331	SCHUETH ACE HARDWARE, supp.	\$566.10
54332	SHARON BORMAN, sec dep refund	\$250.00
54333	SHERWIN-WILLIAMS CO, supp.	\$186.21
54334	SISSON & ASSOCIATES INC, serv.	\$6,710.95
54335	STAPLES DIRECT, supp.	\$88.52
54336	STOCK GLASS, serv.	\$150.00
54337	SUPERIOR LUMBER INC, supp.	\$95.73
54338	UNITED STATES CELLULAR, serv.	\$91.44
54339	WELLS FARGO VENDOR FIN SE, serv.	\$252.02
54340	YARDI RESIDENT SCREENING, serv.	\$63.00
54341	CENTURLINK COMMUNICATIONS, serv.	\$188.36
54342-54363	PAYROLL ENDING 01/21/17	\$77,730.37
54364-54372	PAYROLL LIABILITIES	\$98,727.97
54373	CENTURLINK COMMUNICATIONS, serv.	\$403.35
54374	MIDAMERICAN ENERGY, serv.	\$4,385.99
54375-54385	FEBRUARY HAP CHECKS	\$8,363.60
ACH	FEBRUARY HAP CHECKS	\$43,240.00
54386	FEBRUARY FGP STIPEND CHECK	\$222.60
ACH	FEBRUARY FGP STIPEND CHECKS	\$15,637.44
ACH	AUXIANT, serv.	\$222.00
ACH	BANCORPSV, serv.	\$1,046.78
ACH	BANCORPSV, serv.	\$797.26
ACH	BANCORPSV, serv.	\$319.77
ACH	BARBARA BROWN (FGP), mileage	\$30.24
ACH	DARLENE TOYNE (FGP), mileage	\$17.28
ACH	IOWA ABD, serv.	\$988.00
ACH	IOWA FINANCE AUTHORITY, serv.	\$5,069.26
ACH	IMAGETEK, serv.	\$355.75
ACH	JOANIE NIELSEN (FGP), mileage	\$8.64
ACH	LAVONNE KACER (FGP), mileage	\$11.88
ACH	LINDA BETELS (FGP), mileage	\$5.94
ACH	SHIRLEY ORTHEL (FGP), mileage	\$12.96
ACH	TREASURER, STATE OF IOWA, sales tax	\$4,205.70

ACH	VICKI INMAN (FGP), mileage	\$19.44
54389	AHLERS & COONEY PC, serv.	\$18.00
54390	AMERICAN RED CROSS, serv.	\$360.00
54391	ARNOLD MOTOR SUPPLY LLP	**VOIDED**
54392	ARNOLD MOTOR SUPPLY LLP, supp.	\$765.71
54393	ARNOLD MOTOR SUPPLY LLP, supp.	\$69.63
54394	AUDITOR OF STATE, serv.	\$625.00
54395	BRUENING ROCK PRODUCTS INC, supp.	\$935.69
54396	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
54397	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
54398	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
54399	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
54400	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
54401	CC PUBLIC EMP HEALTH PLAN, serv.	\$61,268.95
54402	CEDAR CREEK TREE SERVICE LLC, serv.	\$10,900.00
54403	CEDAR VALLEY PRINT & SUPPLY, supp.	\$352.54
54404	CENTRAL IOWA DISTRIBUTING, supp.	\$206.10
54405	CENTURLINK COMMUNICATIONS, serv.	\$1,668.62
54406	CC CHAMBER OF COMMERCE, serv.	\$7,309.98
54407	CC CHAMBER OF COMMERCE, serv.	\$270.00
54408	CHARLES CITY ELECTRONICS, supp.	\$159.97
54409	CHARLES CITY HOUSING, fuel tax refund	\$80.97
54410	CITY OF CHARLES CITY, serv.	\$476.02
54411	CJ COOPER & ASSOCIATES INC, serv.	\$105.00
54412	D&L CAR CARE, serv.	\$6,018.69
54413	DATA TECHNOLOGIES INC, supp.	\$378.54
54414	DAVID BOCK, serv.	\$30.00
54415	DIGITAL ALLY INC, supp.	\$595.00
54416	DIRK UETZ, safety glasses reimbursement	\$150.00
54417	DON'S TRUCK SALES INC, supp.	\$535.94
54418	FASTENAL COMPANY, supp.	\$500.00
54419	FOX ENGINEERING INC, serv.	\$2,100.00
54420	GHD SERVICES INC, serv.	\$1,041.00
54421	GOLDER ASSOCIATES INC, serv.	\$5,566.27
54422	HACH COMPANY, supp.	\$472.62
54423	HAWKINS INC, supp.	\$918.00
54424	IAWEA COLLECTION SYS COMMITTEE, serv.	\$100.00
54425	IDEA ART, supp.	\$139.03
54426	IOWA DEPT OF NATURAL RESOURCES, serv.	\$40.00
54427	IDOT-CASHIER'S OFFICE	**VOIDED**
54428	IDOT-CASHIER'S OFFICE, supp.	\$2,793.85
54429	IDOT-CASHIER'S OFFICE, supp.	\$533.49
54430	IOWA DEPT OF PUBLIC SAFETY, serv.	\$1,737.00

54431	IOWA DIV OF LABOR SERVICES, serv.	\$1,560.00
54432	IOWA ONE CALL, serv.	\$16.20
54433	JANDA MOTOR SERVICES, serv.	\$1,682.00
54434	JEP CONSTRUCTION, roof permit refund	\$48.50
54435	JOHN DEERE FINANCIAL, supp.	\$15.48
54436	JOHN A HOWE, serv.	\$850.00
54437	JOYCE STENSETH, rent refund	\$270.00
54438	KEYSTONE LABORATORIES, serv.	\$516.24
54439	KIESLER'S POLICE SUPPLY INC, supp.	\$958.00
54440	KWIK TRIP INC, supp.	\$1,720.38
54441	LEAF, serv.	\$126.58
54442	LESSIN SUPPLY COMPANY, supp.	\$307.79
54443	LIDD & CORDRAY LTD, supp.	\$189.95
54444	MARCO TECHNOLOGIES LLC, serv.	\$38.00
54445	MARZEN'S TOWING, serv.	\$515.00
54446	METERING TECHNOLOGY SOLUTION, supp.	\$1,746.93
54447	MICK GAGE PLUMBING & HEATING, supp.	\$26.46
54448	MID-IA SOLID WASTE EQUIPMENT, supp.	\$138.95
54449	MIDAMERICAN ENERGY, serv.	\$29,401.69
54450	MIKE MOLSTEAD MOTORS INC, serv.	\$54.95
54451	MIKE'S C&O TIRE INC, serv.	\$6,650.58
54452	MILLS-INC, serv.	\$171.13
54453	MILLS-INC, supp.	\$18.50
54454	MID-STATES ORG CRIME INFO CENTER, serv.	\$150.00
54455	MODERN MARKETING INC, supp.	\$235.09
54456	NATIONAL LEAGUE OF CITIES, serv.	\$1,117.00
54457	NCL OF WISCONSIN, supp.	\$2,647.40
54458	NEWBAUER INC, serv.	\$191.95
54459	NEWBAUER INC, serv.	\$182.75
54460	NIACOG, serv.	\$4,492.89
54461	NORTHERN SAFETY CO INC, supp.	\$456.22
54462	PAWS HUMANE SOCIETY, serv.	\$1,550.00
54463	PERRY NOVAK ELECTRIC INC, serv.	\$1,656.21
54464	PROCHASKA & ASSOCIATES INC, serv.	\$4,111.40
54465	PRODUCTIVITY PLUS ACCOUNT, supp.	\$263.46
54466	QUALITY AUTO SERVICE, serv.	\$17.25
54467	QUALITY PUMP & CONTROL, serv.	\$3,125.60
54468	RDG PLANNING & DESIGN, serv.	\$1,200.00
54469	RILEY'S INC, serv.	\$755.08
54470	SARGENT TRUCKING & EXCAVATING, serv.	\$575.20
54471	SCHUETH ACE HARDWARE, supp.	\$187.05
54472	SIRCHIE, supp.	\$96.72
54473	SJE-RHOMBUS,	\$862.75

54474	SNAP-ON TOOLS/DUANE KAY, supp.	\$348.30
54475	STEVEN T DIERS, monthly phone stipends	\$110.00
54476	SUPERIOR LUMBER INC, supp.	\$1,073.10
54477	SUPERIOR WELDING SUPPLY CO, supp.	\$215.00
54478	JANELL RIDDER dba CARD CONNECTION, supp.	\$447.00
54479	TITUS LOCK SERVICES, serv.	\$353.95
54480	TRANS IOWA EQUIPMENT, supp.	\$2,277.51
54481	UNITYPOINT HEALTH, serv.	\$1,200.00
54482	VERIZON WIRELESS, serv.	\$120.16
54483	WATER ENVIRONMENT FEDERATION, serv.	\$160.00
54484	ZIEGLER INC, supp.	\$509.84

DeLaine Freeseaman arrived at 6:04

Business of the Mayor - Mayor Erb is recommending appointing John Morris to replace Mark Melrose. He is also recommending re-appointing Jeremy Heyer and appointing Linda Klemesrud to replace Jenna Hagland on the housing board. Motion by Joerger, second Hammond to approve these appointments. Ayes - 5

Water department would like to purchase a new van and have located one through the state bid at Karl Chevrolet for \$35122.44. They would pass on their oldest van to the park and rec department and replace it with this one. Council member Joerger introduced Resolution No. 6-17 entitled, "RESOLUTION APPROVING PURCHASE OF VAN FOR WATER DEPARTMENT" and moved for adoption. Second to adopt Mallaro. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Hammond, Mallaro. Nays - none.

City Engineer Fallis is recommending that a structural engineer be hired to inspect the Charley Western trail bridge and do other work for the 1st Avenue Bridge repair project. He has contacted Calhoun-Burns for a quote on engineering services since they have recently completed field inspection services for the 2016 bridge inspection and are familiar with our structures. They have quoted a lump sum price of \$35,910 with an additional cost of \$750 for environmental testing services. This would be paid from local option sales tax funds. City Engineer Fallis is recommending hiring Calhoun-Burns for this service. Council member Freeseaman introduced Resolution No. 7-17 entitled, "RESOLUTION APPROVING STRUCTURAL ENGINEERING SERVICES AGREEMENT WITH CALHOUN-BURNS AND ASSOCIATES FOR 1ST AVENUE BRIDGE REHAB PROJECT, CHARLES CITY, IOWA" and moved for adoption. Second to adopt Mallaro. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Hammond, Mallaro, Starr. Nays - none.

Every year, the city does a one day borrowing for essential and general corporate purposes for the next fiscal year and then implements a debt service levy to pay for it. This includes the purchases of police equipment, clothing for street/fire/police personnel, fire equipment, nuisance abatement costs, Clark Street and 1st Avenue sidewalk costs, Wildwood bridge repair, windows and doors at 401 N. Main and tree removal. The projected total of this borrowing will be \$214,134 and this levy will be done in FY18. Council member Freeseaman introduced Resolution No. 8-17 entitled, "RESOLUTION SETTING THE DATE FOR PUBLIC HEARINGS ON PROPOSALS TO ENTER INTO GENERAL OBLIGATION CORPORATE PURPOSE LOAN AGREEMENTS AND TO BORROW MONEY THEREUNDER AND APPROVING ENGAGEMENT LETTER WITH DORSEY WHITNEY FOR THIS BORROWING" and moved for adoption. Second to adopt Hammond. Resolution duly passed on roll call vote as follows: Ayes - Freeseaman, Hammond, Mallaro, Starr, Joerger. Nays - none

Ordinance 1098 was presented for it's second reading. This ordinance would amend Chapter 105 of city code pertaining to yard waste. Some language dealing with stickers and being able to burn your yard waste on your premises needed to be eliminated. Motion by Joerger, second Hammond to approve the

second reading of Ordinance 1098 AN ORDINANCE AMENDING SECTION 105.06 OF THE CHARLES CITY CODE OF ORDINANCES FOR THE PURPOSE OF MODIFYING THE REQUIREMENTS FOR THE DISPOSAL OF YARD WASTE. Ayes - 5. Council member Joerger read the ordinance.

Ordinance 1099 was presented for its second reading. This ordinance would amend Chapter 27 of the city code pertaining to the public housing department. HUD is requiring an update to the purchasing policy to comply with their guidelines. The city attorney has drafted a policy that incorporates HUDS requirements and still retains some of the city's core requirements as well. It will give the housing board and director more autonomy while still retaining city council oversight. This change would allow the housing director to approve purchases under \$5,000, the housing board would approve purchases of \$5,000 to \$10,000 and city council would need to approve purchases above \$10,000. The revision would also give authority to the housing director to sign all contracts and documents approved by the housing board. Motion by Freeseaman, second Hammond to approve the second reading of Ordinance 1099 AN ORDINANCE REPEALING CHAPTER 27 OF THE CHARLES CITY CODE OF ORDINANCES AND ADOPTING A NEW CHAPTER 27 WHICH AMENDS THE PROVISIONS OF THE REPEALED CHAPTER BY PROVIDING THAT THE CITY COUNCIL OF CHARLES CITY, IOWA, SHALL EXERCISE ALL POWERS CONFERRED BY CHAPTER 403A OF THE CODE OF IOWA THROUGH THE CHARLES CITY HOUSING REDEVELOPMENT AUTHORITY BOARD OF COMMISSIONERS AND ITS EXECUTIVE DIRECTOR, SUBJECT TO THE JURISDICTION OF THE CITY COUNCIL AND SUPERVISION OF THE CITY ADMINISTRATOR. Ayes - 5.

Ordinance 1100 was presented for its first reading. This ordinance would change the compensation of the mayor from \$4500/year to \$4800/year. This change can not take effect until after the ending of the current council terms, which will be December 31, 2017. Motion by Joerger, second Freeseaman to approve the first reading of Ordinance 1100 AN ORDINANCE AMENDING SECTION 17.04 OF THE CHARLES CITY CODE OF ORDINANCES FOR THE PURPOSE OF INCREASING THE COMPENSATION OF THE MAYOR BEGINNING JANUARY 1, 2018. Ayes - 5. Council member Joerger read the ordinance.

Ordinance 1101 was presented for its first reading. This ordinance would change the compensation of the city council members to \$40/regular and special meeting from \$30/regular and special meeting. The original cap of \$1000 will also be eliminated with this amendment. This ordinance would not be able to be in effect until the ending of the current council terms which is December 31, 2017. Motion by Freeseaman, second Hammond to approve the first reading of Ordinance 1101 AN ORDINANCE AMENDING SECTION 19.06 OF THE CHARLES CITY CODE OF ORDINANCES FOR THE PURPOSE OF INCREASING THE COMPENSATION FOR ALL COUNCIL MEMBERS, BEGINNING JANUARY 1, 2018. Ayes - 5. Council member Freeseaman read the ordinance.

City Clerk O'Donnell reminded council that there will be a planning session right after tonight's regular meeting to review the proposed budget for FY18. The next planning session will be February 15 at 6:00 p.m. The next regular meeting will be Tuesday, February 21 due to the President's Day holiday. City Administrator Diers reported that a way finding consultant has been selected by the design committee and their proposal will be reviewed at the February 15 planning meeting. The controlled burn for 301 S. Johnson property is scheduled for March 3. RAGBRAI advisory committee will be meeting tomorrow.

Council member Hammond stated that he will be attending Legislative Day at the state capitol tomorrow along with the mayor.

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

James A. Erb, Mayor

Attest:

Trudy O'Donnell, City Clerk

