

COUNCIL MINUTES
REGULAR SESSION
JANUARY 4, 2021

Charles City city council met in regular session on January 4, 2021 at 6:00 p.m. via Zoom due to the COVID-19 pandemic. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Jerry Joerger, DeLaine Freeseaman, Phoebe Pittman and Phillip Knighten. 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 Joerger to approve the agenda. Ayes - 5

Motion by Joerger, second Freeseaman to approve the minutes from December 21. Ayes - 5

Motion by Starr, second Freeseaman to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following: approve renewal of Columbus Club Class LE liquor license, approve renewal of HyVee C-store Class C beer permit with Sunday Sales, approve renewal of Liquor Beer and Tobacco Outlet Class E liquor license with Sunday Sales and payment of claims (including those approved by other boards):

71143	ARNOLD MOTOR SUPPLY, supp.	\$37.32
71144	BUSINESS CARD, supp.	\$2,591.29
71145	CATHERINE MARIE OTT, serv.	\$1,085.00
71146	CENTURYLINK, serv.	\$165.08
71147	CHARLES CITY PRESS, serv.	\$710.00
71148	CINTAS CORPORATION, serv.	\$56.22
71149	CITY OF CHARLES CITY, serv.	\$3,330.56
71150	ERIC REED, security deposit refund	\$200.00
71151	ESTATE OF ANNE FRASCHT, sec deposit refund	\$200.00
71152	GORDON ELECTRIC SUPPLY, supp.	\$41.89
71153	H&R LAWCARE, supp.	\$1,692.00
71154	HD SUPPLY FACILITIES MAINTENANCE, supp.	\$220.02
71155	HILLEGAS FLOORING, supp.	\$5,017.50
71156	HOCKENSON PLUMBING, serv.	\$4,192.06
71157	HODES CO, supp.	\$94.43
71158	HOUSING AUTH ACCTG SPECIALISTS, serv.	\$560.00
71159	HRS LLC, serv.	\$14,500.00
71160	IOWA NAHRO, serv.	\$150.00
71161	JENDRO SANITATION SERVICES, serv.	\$790.00
71162	JOHN DEERE FINANCIAL, supp.	\$80.48
71163	KOCH OFFICE GROUP, supp.	\$13.73
71164	KWIK TRIP, supp.	\$62.63
71165	L&J INDUSTRIES, supp.	\$23.00
71166	LEAF, serv.	\$252.04
71167	LINDERMAN HEATING & AIR, serv.	\$149.00
71168	MEDIACOM, serv.	\$276.90

71169	MIDAMERICAN ENERGY, serv.	\$5,858.90
71170	MILLS-INC, serv.	\$110.45
71171	MRI SOFTWARE, serv.	\$383.50
71172	NOAH, SMITH, SCHUKNECHT & SLOTER, serv.	\$182.00
71173	PETTY CASH-HOUSING, supp.	\$39.80
71174	PITNEY BOWES, serv.	\$160.38
71175	PLUNKETT'S PEST CONTROL, serv.	\$720.00
71176	ROCHFORD CONSTRUCTION, serv.	\$3,856.50
71177	SCHUETH ACE HARDWARE, supp.	\$687.84
71178	SHORT ELLIOTT HENDRICKSON, serv.	\$2,313.00
71179	SHANDNANA SMITH, security deposit refund	\$200.00
71180	SHERWIN-WILLIAMS CO, supp.	\$354.88
71181	SHRED IT, C/O STERICYCLE, serv.	\$45.00
71182	STAPLES ADVANTAGE, supp.	\$623.31
71183	STOCK GLASS/GRAPHIC GALLERY, serv.	\$470.00
71184	SUPERIOR LUMBER, supp.	\$62.30
71185	T-J SERVICE, serv.	\$279.97
71186	TANDEM CARE, serv.	\$1,750.00
71187	TRENT PARKER, serv.	\$385.00
71188	US CELLULAR OF CHARLES CITY, serv.	\$150.56
71189-71199	PAYROLL ENDING 12/19/2020	\$92,737.14
ACH	AFLAC, payroll liabilities	\$1,111.67
71200	CITY OF CHARLES CITY, payroll liabilities	\$1,414.75
71201-71202	CC PUBLIC EMP HEALTH PLAN, payroll liabilities	\$10,182.93
ACH	COLLECTION SERVICE CENTER, payroll liabilities	\$5.07
ACH	EFTPS, payroll liabilities	\$25,785.85
71203	EMC NATIONAL LIFE COMPANY, payroll liabilities	\$6.00
ACH	FAMILY COMM CREDIT UNION, payroll liabilities	\$1,608.00
ACH	ICMA, payroll liabilities	\$2,280.22
ACH	IPERS, payroll liabilities	\$31,530.18
71204-71205	LINCOLN NATIONAL LIFE IS CO, payroll liabilities	\$352.80
71206-71208	DELTA DENTAL, payroll liabilities	\$1,863.04
ACH	MUNICIPAL FIRE & POLICE, payroll liabilities	\$28,618.30
ACH	TREASURER STATE IF IOWA, payroll liabilities	\$10,910.00
71209-71211	VSP, payroll liabilities	\$364.68
71212	FIRST SECURITY BANK & TRUST, serv.	\$70,000.00
71213	POSTMASTER, serv.	\$5.00
71214-71223	JANUARY HAP CHECKS	**VOIDED**
ACH	JANUARY HAP CHECKS	\$11,535.40
ACH	BANCORPSV, serv.	\$525.00
ACH	BANCORPSV, serv.	\$142.50
ACH	IOWA WORKFORCE DEVELOPMENT, serv.	\$1,206.64
71224	AGVANTAGE FS, supp.	\$108.00
71225	AMAZON CAPITAL SERVICES, supp.	\$49.98

71226	BRUENING ROCK PRODUCTS INC, supp.	\$1,420.58
71227	CARQUEST AUTO PARTS, supp.	\$208.35
71228	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
71229	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
71230	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
71231	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
71232	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
71233	CC PUBLIC EMP HEALTH PLAN, serv.	\$83,562.17
71234	CENTURYLINK, serv.	\$1,760.72
71235	CINTAS CORPORATION, serv.	\$160.72
71236	CIRCLE K COMMUNICATIONS INC, serv.	\$5,289.83
71237	CJ COOPER & ASSOCIATES INC, serv.	\$35.00
71238	COLLEEN ORTMAYER, mileage	\$24.15
71239	FLOYD COUNTY RECORDER, serv.	\$22.00
71240	GORDON FLESCH COMPANY INC, serv.	\$283.20
71241	HOLDEN HILLEGAS/H&R LAWN CARE, serv.	\$540.17
71242	HOBERT ELECTRIC, serv.	\$60.00
71243	IDOT-CASHIER'S OFFICE, supp.	\$83.08
71244	IDOT-CASHIER'S OFFICE, supp.	\$368.22
71245	INTERSTATE ALL BATTERY CENTER, supp.	\$823.40
71246	IOWA PRISON INDUSTRIES, supp.	\$247.50
71247	JACKSON STREET PRESS, supp.	\$510.07
71248	JOHN DEERE FINANCIAL, supp.	\$208.87
71249	JOHN A HOWE, serv.	\$425.00
71250	KEYSTONE LABORATORIES, serv.	\$112.50
71251	KWIK TRIP INC, supp.	\$21.82
71252	L&J INDUSTRIES INC, supp.	\$111.85
71253	LEAF, serv.	\$125.20
71254	LEGISLATIVE SERVICES AGENCY, supp.	\$125.00
71255	LOU'S GLOVES INC, supp.	\$170.00
71256	MACQUEEN EQUIPMENT GROUP, supp.	\$509.52
71257	MANAGERPLUS SOLUTIONS LP, supp.	\$2,953.32
71258	MARCO TECHNOLOGIES LLC, serv.	\$58.97
71259	MC2 INC, supp.	\$64.81
71260	MERRITT COMPUTER SERVICE INC, serv.	\$265.56
71261	MICK GAGE PLUMBING & HEATING, supp.	\$445.00
71262	MIDAMERICAN ENERGY, serv.	\$30,673.85
71263	MISSISSIPPI LIME COMPANY, supp.	\$6,301.31
71264	MID-STATES ORG CRIME INFO CENTER, serv.	\$150.00
71265	MUNICIPAL SUPPLY INC, supp.	\$2,573.50
71266	NASSCO INC, supp.	\$133.93
71267	NCL OF WISCONSIN, supp.	\$449.50
71268	NEWBAUER INC, serv.	\$70.50
71269	NATIONAL FIRE PROTECTION ASSOC, serv.	\$1,345.50

71270	NOAH, SMITH, SCHUKNECHT & SLOTER, serv.	\$750.00
71271	PAWS HUMANE SOCIETY, serv.	\$1,550.00
71272	PERRY NOVAK ELECTRIC INC, serv.	\$2,756.00
71273	PITNEY BOWES SUPPLIES, supp.	\$161.48
71274	SKOTT ANDERSON ARCHITECTS INC, serv.	\$2,313.00
71275	SHORT ELLIOTT HENDRICKSON INC, serv.	\$2,161.00
71276	TEK INC, serv.	\$6,250.00
71277	UMB BANK, serv.	\$500.00
71278	VERIZON WIRELESS, serv.	\$120.03
71279	WILLIAM J DUNCAN, serv.	\$475.00
71280-71289	JANUARY HAP CHECKS	\$8,503.30

TOTAL **\$515,702.17**

Business of the mayor - Mayor Andrews recommends appointing Cory Mutch to the park and rec board to replace Dennis Petersen. Motion by Freeseaman, second Joerger to approve this appointment. Ayes - 5
The list of council committees was reviewed. Phillip Knighten will replace DeLaine Freeseaman on the Foster Grandparent advisory board.

Ordinance 1150 AN ORDINANCE AMENDING THE CHARLES CITY CODE OF ORDINANCES CHAPTER 24, SECTION 24.01 - PLANNING AND ZONING COMMISSION, BY AMENDING THE PROVISIONS PERTAINING TO RESIDENCY REQUIREMENTS FOR MEMBERS OF THE COMMISSION was presented for a second reading. This ordinance would allow a resident within two miles outside the city limits to serve on the planning and zoning commission. We have recently experienced several vacancies on the board and have had trouble finding people to serve. Since our zoning ordinance allows our jurisdiction up to two miles outside the city limits, staff feels allowing a board member living within this area to serve is appropriate. Motion by Starr, second Joerger to approve the second reading of Ordinance 1150. Ayes - 5. Council member Starr read the ordinance.

Motion by Starr, second Joerger to enter into closed session pursuant to Iowa Code 21.5 (1)(c) to discuss strategy with counsel where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none. Council entered in to closed session at 6:14 p.m.

Council reconvened into open session at 6:35 p.m. with no action being taken in closed session.

City clerk O'Donnell asked council about paper copies for upcoming budget workshops and consensus was that each member would print off what they wanted from the uploaded packets on the website. It was also decided to start the January 13 and 25 meetings at 5:30 instead of 6:00.

City administrator Diers reported that Katie Nolte has been hired as our new housing director. She has been working with Upper Explorerland COG in various housing projects. First payment has been made on the housing project to finish the Parkside development. Diers will email out the monitoring report for Shaw Avenue. Planning and zoning has reviewed the Holtkamp minor plat and this will be coming to council for their consideration. We received updated valuation from assessor so we need to verify and make the development agreement with Holtkamp as accurate as possible. This will be on the January 13 planning session for discussion. The arts center project estimate came back quite high so this probably won't be included in the project we are working on that will now include 401 N. Main remodel and fire station ambulance bay remodel. Dispatch employees became county employees effective January 1. They will continue to work out of city hall until the new space is ready at the LEC. We have received valuations from the county.

Council member Starr had a thank you from Cory Carlson for presenting at the communications meeting recently.

Motion by Joerger, second Starr to adjourn. Ayes - 5

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk