

COUNCIL MINUTES
REGULAR MEETING
APRIL 4, 2022

Charles City city council met in regular session on April 4, 2022 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Patrick Lumley, DeLaine Freeseaman, Phoebe Pittman and Phillip Knighten. Also present were city administrator Steve Diers, city attorney Brad Slotter and city engineer John Fallis.

Citizen comments - none

Mayor Andrews welcomed everyone to the meeting.

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

Motion by Knighten, second Pittman to approve the March 14 and 21 minutes. Ayes - 5

An outdoor service extension for Tellurian Brewery was included in the consent calendar. Lanie Sanvig was present to discuss this with council. It is the same footprint as in the past and will be used for RAGBRAI and Chucktoberfest. The perimeter will be fenced and patrolled when used. Any food trucks will be put partially on their property so no one will have to leave the fenced area to get food. Motion by Freeseaman, second Pittman to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following: consider approval of outdoor service for Tellurian, consider approval of 5 day Class B beer permit for Barry's Clubhouse, consider renewal of Casey's Class E liquor license w/ Sunday Sales and ownership update, consider renewal of Kwikstar Class C beer permit w/ Sunday Sales and payment of claims (including those approved by other boards):

ACH	VICKI INMAN	\$26.33
ACH	TREASURER, STATE OF IOWA	\$15,635.00
ACH	MUNICIPAL FIRE & POLICE	\$44,068.17
ACH	IPERS	\$43,289.27
ACH	ICMA	\$2,616.51
ACH	FAMILY COMMUNITY CREDIT UNION	\$1,683.00
ACH	EFTPS	\$26,787.98
ACH	COLLECTION SERVICE CENTER	\$60.00
ACH	AFLAC	\$928.62
ACH	PORTZEN CONSTRUCTION, INC	\$213,547.65
ACH	BANCORPSV	\$310.10
ACH	BANCORPSV	\$75.22
ELEC	BUSINESS CARD	\$2,269.46
75998	ARNOLD MOTOR SUPPLY LLP	\$41.12
75999	ASBESTROL INC	\$2,470.00
76000	BLUHM CEDAR VALLEY ELECTRIC	\$407.00
76001	BUSINESS CARD	\$2,048.56
76002	CATHERINE MARIE OTT	\$420.00
76003	CHARLES CITY PRESS INC	\$582.00
76004	CINTAS CORPORATION	\$68.12
76005	CITY OF CHARLES CITY	\$5,069.61
76006	GORDON ELECTRIC SUPPLY INC	\$123.58
76007	HD SUPPLY FACILITIES MAINT.	\$1,220.20

76008	HOCKENSON PLUMBING	\$3,413.49
76009	HODES CO.	\$464.32
76010	HOUSING AUTH ACCTG SPECIALISTS	\$1,127.50
76011	JENDRO SANITATION SERVICES	\$964.50
76012	KOCH OFFICE GROUP	\$167.43
76013	LEAF	\$345.86
76014	LEAH HEGGEBO	\$500.00
76015	LESSIN SUPPLY COMPANY	\$18.35
76016	LINDERMAN HEATING & AIR LLC	\$352.22
76017	MARCO TECHNOLOGIES LLC	\$149.44
76018	MEDIACOM	\$306.90
76019	MICHAEL BENNING	\$109.00
76020	MIDAMERICAN ENERGY	\$13,953.53
76021	MRI SOFTWARE LLC	\$146.67
76022	PERRY NOVAK ELECTRIC INC	\$62.05
76023	PITNEY BOWES SUPPLIES	\$160.38
76024	PLUNKETT'S PEST CONTROL	\$70.00
76025	REGROUP	\$5,400.00
76026	ROY MAJEWSKI	\$100.00
76027	SCHNEIDER ELECTRIC SYSTEMS INC	\$35.00
76028	SCHUETH ACE HARDWARE	*VOID
76029	SCHUETH ACE HARDWARE	\$1,298.42
76030	SMI CO	\$150.00
76031	D&C STANTON ELECTRIC LLC	\$58,073.96
76032	STAPLES ADVANTAGE	\$265.89
76033	STERICYCLE INC	\$48.15
76034	SUPERIOR LUMBER INC	\$206.65
76035	T-J SERVICE INC	\$2,794.88
76036	UNITED STATES CELLULAR	*VOID
76037	UNITED STATES CELLULAR	\$266.68
76088	OFFICE DEPOT	\$163.78
76089	POST MASTER	\$580.00
76101	JOHN DEERE FINANCIAL	\$165.11
76102	MARCO TECHNOLOGIES LLC	\$61.42
76103	QUILL CORPORATION	\$712.95
76104	STAPLES ADVANTAGE	\$223.56
* 76105-76114	PAYROLL ENDING 3/26/22	\$99,199.08
76115	CITY OF CHARLES CITY	\$1,058.80
76116	EMC NATIONAL LIFE-SUPPLEM	\$6.00
* 76118	DELTA DENTAL	*VOID
76119	DELTA DENTAL	\$1,835.16
* 76120	VSP	*VOID
76121	VSP	\$451.29
* 76122	MUTUAL OF OMAHA	*VOID

76123	MUTUAL OF OMAHA	\$393.31
76124-76136	HOUSING -HAP	\$10,882.54
76137	AGVANTAGE FS	\$1,344.60
76138	ARNOLD MOTOR SUPPLY LLP	*VOID
76139	ARNOLD MOTOR SUPPLY LLP	\$994.20
76140	BARCO PRODUCTS COMPANY	\$2,742.31
76141	BODENSTEINER IMPLEMENT CO	\$152.17
76142	BRUENING ROCK PRODUCTS INC	\$315.27
76143	BSN SPORTS LLC	\$152.25
76144	CALHOUN-BURNS & ASSOCIATES	\$8,100.20
76145	CC PUBLIC EMP HEALTH PLAN	*VOID
76146	CC PUBLIC EMP HEALTH PLAN	*VOID
76147	CC PUBLIC EMP HEALTH PLAN	*VOID
76148	CC PUBLIC EMP HEALTH PLAN	\$77,837.50
76149	CHARLES CITY AREA DEV CORP	\$280.00
76151	CHARLES CITY ELECTRONICS	\$229.98
76152	CHARLES CITY PRESS INC	\$723.36
76153	CIMA COMPANIES INC	\$488.65
76154	CINTAS CORPORATION	\$157.03
76155	CIRCLE K COMMUNICATIONS INC	\$5,511.41
76156	CITY OF CHARLES CITY	\$15.00
76157	CITY OF CHARLES CITY	\$1,229.84
76158	CJ COOPER & ASSOCIATES INC	\$70.00
76159	DOUBLE Z GARAGE DOORS LLC	\$289.26
76160	EMBLEM ENTERPRISES INC	\$405.82
76161	FARMCHEM	\$91.62
76162	FLOYD CO MEDICAL CENTER CLINIC	\$304.00
76163	FLOYD COUNTY TREASURER	\$255.00
76164	FMC LANDFILL	\$192.60
76165	FOX STRAND (dba)	\$9,936.50
76166	GORDON FLESCH COMPANY INC	\$291.20
76167	GOOD DEED ORGANIZATION	\$148.12
76168	GRAHAM KUETHE	\$2,400.00
76169	GRAINGER	\$1,009.62
76170	HACH COMPANY	\$680.93
76171	IOWA DEPT OF NATURAL RESOURCES	\$30.00
76172	IDOT-CASHIER'S OFFICE	\$114.58
76173	INTERSTATE BATTERIES UPPER IA	\$227.90
76174	JEAN BOLEY	\$85.00
76175	JOHN A HOWE	\$850.00
76176	KEYSTONE LABORATORIES	\$114.00
76177	L&J INDUSTRIES INC	\$103.55
76178	LITTERER PROPERTIES	\$1,682.56
76179	MAINSTAY SYSTEMS OF IOWA LLC	\$144.00

76180	MARCO TECHNOLOGIES LLC	\$204.05
76181	MARTIN'S FLAG COMPANY	\$366.46
76182	MC2 INC	\$1,223.23
76183	MICK GAGE PLUMBING & HEATING	\$175.08
76184	MIDAMERICAN ENERGY	\$38,153.79
76185	MIDAMERICAN ENERGY	\$12,872.18
76186	MIDAMERICAN RESEARCH CHEMICAL	\$312.00
76187	MIKE MOLSTEAD MOTORS INC	\$242.82
76189	MILLS-INC	\$571.78
76190	MUNICIPAL PIPE TOOL CO	\$19,873.33
76191	MUNICIPAL SUPPLY INC	\$1,070.00
76192	NAPA AUTO PARTS	\$66.30
76193	NCL OF WISCONSIN	\$38.16
76194	NEWBAUER INC	\$368.26
76196	NIACOG	\$1,648.87
76197	NOAH,SMITH,SCHUKNECHT & SLOTER	\$750.00
76198	NORTH IOWA LAWN & SPORTS	\$191.65
76199	PAWS HUMANE SOCIETY	\$1,550.00
76200	PERRY NOVAK ELECTRIC INC	\$158.96
76201	PIONEER RESEARCH CORP	\$668.21
76202	RICHARD COWELL TACTICAL	\$226.00
76203	RILEY'S INC	\$1,519.37
76204	ROTARY CLUB OF CHARLES CITY	\$207.50
76205	STEVE SCHILLER	\$379.00
76206	SHORT ELLIOTT HENDRICKSON INC	\$50,015.00
76207	SHELBY'S SOUTHERN SMOKEHOUSE	\$1,000.00
76208	SHERWIN-WILLIAMS CO	\$74.02
76209	SISSON & ASSOCIATES INC	\$72.00
76210	SNAP ON	\$325.00
76211	SPECTRUM GROUP	\$225.00
76212	STEVEN T DIERS	\$120.00
76213	SUPERIOR LUMBER INC	\$260.80
76214	SUPERIOR WELDING SUPPLY CO	\$390.02
76215	T&W GRINDING & COMPOST SERVICE	\$6,240.00
76216	US ENVIRON PROTECTION REGION 7	\$59.67
76217	VERIZON WIRELESS	\$120.05
76218	LOIS J DEBERG/WERTJES UNIFORMS	\$1,478.88
76219	WORLD POINT	\$1,320.95
* 76201		
		\$834,670.19

Pam Oost, from TLC, was present to request a proclamation for Week of the Young Child for the first week of April. Motion by Freeseaman, second Pittman to approve. Ayes - 5. Mayor Andrews then read the proclamation.

A street closure request has been submitted for the Santa Shining Light display for November and December of this year. They are asking for the blocks of Kelly Street, Jackson Street and Blunt Street around Central Park be closed on November 26 from 4:00 to 8:00 p.m. for the lighting event. Motion by Knighten, second Freeseeman to approve the request. Ayes - 5

Mayor Andrews opened the public hearing on the 2022 Street paving project. Affidavit of publication dated 3/25/22 was informally filed. Mayor Andrews asked for written comments. There being none, he then asked for oral comments. There were none. Motion by Freeseeman, second Knighten to close the hearing. Ayes - 5. This project will include both PCC paving and HMA paving and will include portions of the following streets: Riverside Drive, Riverside Avenue, Eighth Avenue, Leland Avenue and Kellogg Avenue. Two alternate bids were included, one for Leland Avenue and one for Kellogg Avenue and four addendums were issued. The addendums did not change the scope of the project from the preliminary plans. Council member Freeseeman introduced Resolution 42-22 entitled, "RESOLUTION APPROVING FINAL PLANS, SPECIFICATIONS AND FORM OF CONTRACT FOR THE 2022 STREET PAVING PROJECT, CHARLES CITY, IOWA" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseeman, Pittman, Knighten. Nays - none. Bids were let with Wicks Construction being the low bidder at \$1,446,113.55 for base bid and both alternates with Cole Excavating coming in next at \$1,557,111.11. The engineer's estimate was \$1,355,600. City engineer Fallis is recommending accepting the base bid and both alternate bids. Council member Knighten introduced Resolution 43-22 entitled, "RESOLUTION APPROVING AWARD AND CONTRACT AND BOND FOR 2022 STREET PAVING PROJECT" and moved for adoption. Second to adopt Freeseeman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseeman, Pittman, Knighten. Nays - none.

Mayor Andrews opened the public hearing on Ordinance 1157 AN ORDINANCE REPEALING CHAPTER 3, ELECTION PRECINCTS, OF THE CHARLES CITY CODE OF ORDINANCES AND ADOPTING A NEW CHAPTER 3, ELECTION PRECINCTS, OF THE CODE OF ORDINANCES OF THE CITY OF CHARLES CITY. Affidavit of publication dated 3/25/22 was informally filed. Mayor Andrews asked for written comments. There being none, he then asked for oral comments. There were none. Motion by Starr, second Pittman to close the hearing. Ayes - 5. This ordinance will add a rural portion of the county into the city's 3rd precinct so that those rural people can share a city polling place. This is coming about because of the county's need to re-district their voting districts. County auditor Gloria Carr is asking that we consider waiving the second and third readings tonight and adopt the ordinance so that she can get the necessary paperwork timely filed with the secretary of state's office. Motion by Freeseeman, second Pittman to approve the first reading of Ordinance 1157. Ayes - 5. Council member Freeseeman read the ordinance. Motion by Starr, second Knighten to waive the second and third readings of Ordinance 1157. Ayes - 5. Motion by Freeseeman, second Starr to adopt and publish Ordinance 1157. Ayes - 5.

A right of way agreement with Omnitel for installation of fiber within the city limits has been discussed at several meetings. They would prefer that the agreement cover the entire city for their planned three phase project. City staff are recommending allowing that since each time they work in the right of way, a permit needs to be secured from the city engineer. At that time, we can review the proposed work area and be sure it's all done properly. Plus, we are happy that fiber is being installed in the city and hope that it expands out to encompass more residents. This agreement is for a 20 year term and a one time fee of \$350 has been designated. Councilmember Starr introduced Resolution 36-22 entitled, "RESOLUTION APPROVING AGREEMENT REGARDING USE OF PUBLIC RIGHT OF WAY FOR FIBER OPTIC COMMUNICATIONS SYSTEM" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseeman, Pittman, Knighten. Nays - none.

We have received a request from LJP, who owns Jendro Sanitation, for a fuel surcharge to be implemented due to the rising costs of fuel. They are asking for this to be in place as long as fuel is over \$3.50/gallon. The initial fee calculates out to \$537 for the month. The city will absorb these extra fees without raising the prices that the residents pay. The surcharge agreement covers the next 7 months and we will re assess at that time to see if the monthly charges to residents needs to be adjusted. Council member Starr introduced Resolution 44-22 entitled, "RESOLUTION APPROVING A TEMPORARY SURCHARGE FOR FUEL COSTS PURSUANT TO THE RESIDENTIAL SOLID WASTE AND RECYCLABLE MATERIALS COLLECTION AGREEMENT WITH JENDRO, INC" and moved for adoption.

Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none.

Water superintendent Cory Spieker has received quotes for phase 2 of the water tower lighting project to install additional lighting on the Corporate Drive water tower. It will put more lighting on the logo and will also allow more colors to be utilized. He received quotes to add 2 or 4 additional lights. The two light quote is \$27,600 and the four light quote is \$32,600. Council member Starr introduced Resolution 45-22 entitled, "RESOLUTION APPROVING PHASE 2 OF THE WATER TOWER LIGHTING PROJECT" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none. Council member Freeseaman commented that he would like us to consider implementing a program for people to pay to light up the water tower in certain colors for special events.

An overnight town agreement has been submitted from the RAGBRAI organization for us to approve. It spells out what the city and their organization will be responsible for to hold this event. Bob Ingram and city attorney Brad Slotter have both reviewed this agreement. Council member Freeseaman introduced Resolution 46-22 entitled, "RESOLUTION APPROVING RAGBRAI OVERNIGHT TOWN AGREEMENT" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none.

City engineer Fallis has reviewed the 2020 Sanitary Sewer Lining project and is recommending acceptance of the project and final payment. The company just finished with the videoing of the newly lined sewer mains and provided copies to the city, so it is now complete and ready for acceptance. Municipal Pipe Tool is the company that performed this service for a total cost of \$397,466.61 of which retainage of \$19,873.33 can now be paid. Council member Starr introduced Resolution 47-22 entitled, "RESOLUTION ACCEPTING THE 2020 SANITARY SEWER LINING PROJECT, CHARLES CITY, IOWA AND APPROVING FINAL PAYMENT" and moved for adoption. Second to adopt Lumley. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none.

To prepare for RAGBRAI coming to town this summer, Main Street Charles City is asking the city to consider painting the railings and light poles on the Main Street bridge. We have received two quotes for this with Johnson Painting of Charles City being low quote at \$12,850. The other quote was from Iowa Wall Systems for \$53,050. The quotes are for 16 poles which include 14 light poles on the bridge and two traffic light poles. Street superintendent Cory Spieker has stressed the importance of keeping paint chips from falling into the river and to have the work completed by July 28th. We will be delaying the LED light replacement project one year so we can do this project this year. Council member Pittman introduced Resolution 48-22 entitled, "RESOLUTION APPROVING MAIN STREET BRIDGE RAILING AND LIGHT POLE PAINTING PROJECT" and moved for adoption. Second to adopt Starr. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none.

An ordinance establishing a dumpster permit has been drafted and submitted to the council for review. With more and more dumpsters being used by residents and being placed in the street right of way, staff feels it is important to have certain requirements for them. We would like them to have some type of reflective material on them to be more readily seen at night, regulate how long they can be placed in the city street right of way and where they can be placed. A permit will need to be secured by the company placing the dumpster and there will be no charge for the permit. Motion by Starr, second Pittman to approve the first reading of Ordinance 1158 AN ORDINANCE AMENDING CHAPTER 106 - COLLECTION OF SOLID WASTE OF THE CHARLES CITY CODE OF ORDINANCES BY ADDING A NEW SECTION 106.10 TO PROVIDE REGULATIONS FOR PERMITTING AND USE OF DUMPSTERS. Ayes - 5

The city has been awarded a WQI grant of \$100,000 to be used toward Phase 2 of the arboretum project, which is installing pathways through the edible arboretum located on Clark Street. The city will pay \$20,000 of this project for city sidewalk replacement, \$100,000 will be funded by the grant, \$90,000 from the city's sponsored project funds and \$10,000 from local donations. The city sidewalk portion will not be funded by the grant but it needs to be done. Council member Pittman introduced Resolution 49-22

entitled, "RESOLUTION APPROVING CONTRACT BETWEEN IOWA DEPARTMENT OF LAND STEWARDSHIP AND THE CITY OF CHARLES CITY FOR WATER QUALITY INITIATIVE GRANT" and moved for adoption. Second to adopt Freeseaman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none.

City clerk O'Donnell reported that the next meeting will be a planning session on April 13 at 6:00 p.m.

City administrator Diers reported that a meeting was held with Pure Prairie Farms last week with discussions on Main Street in that area and Dana Park. Spring clean up will be held April 28 through May 7. The flyer for this will go out in the Shopper April 19. Local service groups have been recruited to help those residents who have trouble getting their items to Shaw Avenue. Staff has been working on acquiring a nuisance property and this will be brought to council for approval soon. Staff is working on property located at 1800 Roling as well. There is still time to vote on the 4 possible designs for the new city flag. Once the design is chosen, we hope to have flags available at city hall for sale.

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

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk