

COUNCIL PROCEEDINGS
JUNE 16, 2021

Charles City city council met in a planning session on June 16, 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 was city administrator Steve Diers.

Mayor Andrews commented that he had attended the library's strategic planning meeting last night.

Doug Johnson and Paul Miller were in attendance to give an update on the water quality initiative. They are now working on the urban portion of this project. They noted that the city has already installed several blocks of permeable paving, which is a best management practice. Cities have more concrete which in turn causes more run off. The water from city streets goes straight to rivers and streams, so we should promote practices to help control these flows. We can promote the use of rain barrels, rain gardens and permeable paving for driveways to help capture surface water or divert the water into the subsoil. Utilizing social media, newsletters or presentations to civic groups, we can educate the public on these options. It was stated that having these water quality initiatives in place in the city could make us more attractive to young professionals and encourage them to live here.

Molstead Motors has submitted a request for a TIF rebate agreement for their planned expansion. ADC director Tim Fox reviewed their information, stating they have been a good stable employer here in the Charles City area. This addition will be used for service work, since their service department has seen such growth over the past few years. They currently have about 70 employees. We will amend the urban renewal plan to include this development agreement. At the next regular meeting, we will be setting a public hearing on this agreement.

A building that was owned by Vince Rottinghaus on 5th Street burned down a few months ago. He is asking for an extension to cap the water and sewer for a year to allow him time to determine if he will rebuild or not. If he rebuilds, he would want to access the current water and sewer services. Council member Freeseaman asked what the condition is of the foundation that is left, is it usable? Rottinghaus replied that he is waiting for the city to determine if he can reuse the concrete. If he can't reuse the concrete, he will probably cap the water and sewer and leave the lot empty.

Housing director Katie Nolte discussed the current owner occupied housing rehab project. This project has a deadline for completion of August 31. We put these last two houses out for bids 3 times and finally got a contractor to bid. It has been difficult during COVID to get supplies and contractors so we would like to request an extension to get this project done. And since we only got one bid, we also need to get a sole source procurement document approved, which will allow us to accept the only bid we received. These items will be on the next regular agenda for council approval.

The agreement with Circle K for their operation of the city transit service is up for renewal. They are requesting a 1.3% increase in their payment and that is the only change. The COVID money from the federal government stopped in May, so no more reimbursement for those wages. This will be on the next regular agenda for council action.

The city is ready to do it's annual one day borrowing. These funds are used for purchase of equipment for fire and police, tree removal, remodel expenses at 401 N. Main, nuisance abatement and clothing for street/police/fire employees. The total we are borrowing is \$309,000. Requests for quotes for this loan were sent to the 4 local banks with the following quotes received: First Citizen's - \$150, First Security - \$115 and Fidelity Bank - \$95. The loan will be executed June 29 and this item will be on the next regular agenda for council consideration.

A property located on 6th Avenue has been a nuisance for several years. The owner is deceased and we have not located any relatives who want to take care of it. So staff is suggesting going through the 657A process for the city to take possession and hopefully re-sell it. The taxes have not been paid for two

years. It could cost us around \$2,000 to go through this process. The house seems to be in fairly decent structural condition. We are looking for some council feedback on if we should proceed with this process. Consensus was to go forward with this.

City administrator Diers reported that the annual Chamber golf tournament was rescheduled. Tonight is the final night for the color changing on the water tower. A water tower lighting policy will be drafted so people can make requests for certain colors at certain times. We are working on going back to live meetings but still keeping the Zoom option. Equipment for this is being installed and cable/electrical lines will be ran to the council chairs to utilize the microphones there. We are hoping to have this ready for the July 6 meeting. Diers will update the survey monkey evaluation forms for himself, city clerk and city attorney and council should try to have those completed by June 28. We can then schedule the evaluations for a special meeting on July 6.

There being no further business, meeting was adjourned.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk