

COUNCIL MINUTES
REGULAR SESSION
JULY 6, 2022

Charles City city council met in regular session on July 6, 2022 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Keith Starr (via Zoom due to medical reasons), 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 Pittman, second Lumley to approve the minutes of the June 15 and 20 meetings. Ayes - 5

Motion by Freeseaman, second Pittman to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following: approval of Iowa Investment cigarette permit, approve the following bonds: sidewalk bond - Country Builders, plumbing-Pickar Oulman and contractor-Kent Hoef Construction and payment of claims (including those approved by other boards):

ACH	PORTZEN CONSTRUCTION INC	\$754,281.56
ACH	FOSTER GRANDPARENTS	\$8,153.70
ACH	CARMEN RAMSAY (FGP)	\$19.28
ACH	JACQUELINE FERCH (FGP)	\$11.20
ACH	JANEY SMALLWOOD (FGP)	\$214.11
ACH	LADONNA NORRIS (FGP)	\$9.28
ACH	MAVIS BEENEN (FGP)	\$5.12
77106	CITY OF CHARLES CITY	\$953.03
ACH	AFLAC	\$928.62
ACH	COLLECTION SERVICE CENTER	\$60.00
ELEC	EFTPS (PAYROLL TAXES)	\$28,458.27
ELEC	FAMILY COMM CREDIT UNION	\$1,683.00
ELEC	ICMA MEMBERSHIP RENEWALS	\$2,541.51
ELEC	IA PUBLIC EMPLOY RETIRE	\$29,960.85
ELEC	MUNICIPAL FIRE & POLICE	\$29,416.96
ELEC	TREASURER STATE OF IOWA	\$10,276.00
ELEC	BUSINESS CARD	\$8,073.53
ELEC	BANCORPSV	\$740.10
ACH	AUXIANT	\$1,570.88
ACH	KABRICK DISTRIBUTING CO	\$835.40
ACH	UNITED BEVERAGE-MC	\$231.25
76970	CHARLES CITY PRESS INC	\$16.88
76971	CINTAS CORPORATION	\$152.01
76972	CITY OF CHARLES CITY	\$4,040.96
76973	TRENT PARKER / COMPUTER PARKER	\$7,500.00
76974	HD SUPPLY FACILITIES MAINT	\$203.94
76975	HERRON'S BAND BOX INC	\$245.25

76976	HILLEGAS FLOORING LLC	\$1,415.45
76977	HOCKENSON PLUMBING	\$180.37
76978	HOUSING AUTH ACCTG SPECIALISTS	\$790.00
76979	JENDRO SANITATION SERVICES	\$912.45
76980	KATIE NOLTE	\$405.93
76981	KOCH OFFICE GROUP	\$93.77
76982	LEAF	\$380.75
76983	LINDERMAN HEATING & AIR LLC	\$114.30
76984	LONNIE ISAKSON	\$4,704.09
76985	MARCO TECHNOLOGIES LLC	\$148.86
76986	MEDIACOM	\$306.90
76987	MIDAMERICAN ENERGY	\$7,384.77
76988	MRI SOFTWARE LLC	\$146.68
76989	NAN MCKAY & ASSOCIATES	\$239.00
76990	NEWY'S MOTO	\$2,999.99
76991	NORTH IOWA LAWN & SPORTS	\$16.99
76992	OTTO'S ENTERPRISES LLC	\$264.31
76993	PETTY CASH-HOUSING	\$18.50
76994	PITNEY BOWES SUPPLIES	\$160.38
76995	PLUNKETT'S PEST CONTROL	\$360.00
76997	T-J SERVICE INC	\$909.96
76998	THE NELROD COMPANY	\$874.00
76999	UNITED STATES CELLULAR	\$271.57
77107-77108	CC PUBLIC EMP HEALTH PLAN	\$9,664.34
77010	CARQUEST AUTO PARTS	\$339.24
77109	EMC NATIONAL LIFE-SUPPLEM	\$6.00
77062	SCHUETH ACE HARDWARE	\$37.88
77111-77112	DELTA DENTAL	\$2,199.04
77114-77115	VSP	\$494.73
77116-77117	MUTUAL OF OMAHA	\$414.71
77118	SCHUETH ACE HARDWARE	\$658.27
77119	SUPERIOR LUMBER INC	\$512.71
77120	CATHERINE MARIE OTT	\$140.00
77121	LINDERMAN HEATING & AIR LLC	\$4,024.87
77122	BUSINESS CARD	\$3,715.69
77123	DEBOEST CONCRETE CORP	\$550.00
77124	JENNIFER LANTZ	\$88.92
77125	JOHN DEERE FINANCIAL	\$779.98
77127	KATIE NOLTE	\$207.09
77128	RAPID PRINTERS/OFFICE WORLD	\$117.48
77129	STAPLES ADVANTAGE	\$3,419.48
77130	ASSOC OF STATE FLOODPLAIN MGRS	\$350.00
77131	AUTOZONE	\$37.38
77132	CAMBREX CHARLES CITY INC	\$35,929.54

77133	CC CHAMBER OF COMMERCE	\$41,134.08
77134	CONTINENTAL RESEARCH CORP	\$181.66
77135	CROELL INC	\$26,505.53
77136	DIAMOND VOGEL INC	\$755.00
77137	DISH	\$84.96
77138	FARMERS NEW AG LLC	\$269.52
77139	FLOYD COUNTY ENGINEER	\$81.34
77140	GILLUND ENTERPRISES	\$127.48
77141	HACH COMPANY	\$495.63
77142	HAWKINS INC	\$40.00
77143	HEARTLAND ASPHALT INC	\$28,160.20
77144	IDOT-CASHIER'S OFFICE	\$8.95
77145	IOWA LAW ENFORCEMENT ACADEMY	\$25.00
77146	IOWA ONE CALL	\$75.00
77147	JENDRO SANITATION SERVICES	\$925.66
77148	JOHN DEERE FINANCIAL	\$145.94
77149	JOHNSON PAINTING	\$13,350.00
77150	KIESLER'S POLICE SUPPLY INC	\$4,933.00
77151	LEXIPOL LLC	\$8,609.97
77152	MAINSTAY SYSTEMS OF IOWA LLC	\$144.00
77153-77154	MARCO TECHNOLOGIES LLC	\$265.47
77155	MICK GAGE PLUMBING & HEATING	*VOID
77156	MIKE MOLSTEAD MOTORS INC	\$10,977.65
77157	MIKE'S C&O TIRE INC	\$161.50
77158	MISSISSIPPI LIME COMPANY	\$8,371.44
77159	MOSS ROOFING & INSULATION INC	\$199,840.00
77160	MUNICIPAL SUPPLY INC	\$329.50
77161	NEWBAUER INC	\$115.30
77162	NIACOG	\$1,572.06
77163	NORTH CEDAR AVIATION AUTHORITY	\$21,125.26
77164	PRODUCTIVITY PLUS ACCOUNT	\$9,901.30
77165	QUALITY TRAFFIC CONTROL INC	\$1,625.00
77166	QUILL CORPORATION	\$89.98
77167	RILEY'S INC	\$657.84
77168	SHERWIN-WILLIAMS CO	\$441.96
77169	SHIELD TECHNOLOGY CORPORATION	\$2,908.00
77170	STEVEN T DIERS	\$127.00
77171	SUPERIOR LUMBER INC	\$4,364.99
77172	T&W GRINDING & COMPOST SERVICE	\$8,300.00
77173	TERRACON CONSULTANTS INC	\$171.50
77174	USA BLUEBOOK	\$52.95
77175	WALDERBACH PROPERTIES LLC	\$2,000.67
77176	ZARNOTH BRUSH WORKS INC	\$2,317.20
77177	ZOETIS	\$70,593.00

77178	THE LEARNING CENTER	\$33,333.00
77179	JENDRO SANITATION SERVICES	\$13,486.19
77193-77232	PAYROLL ENDING 6/18/2022	\$106,491.52
TOTAL:		\$1,603,042.26

CITY CHECKLIST 7/6/2022

CHECK#	NAME	AMOUNT
ACH	JULY HOUSING - HAPS	\$63,427.32
ELEC	BANCORPSV	\$187.37
ACH	KABRICK DISTRIBUTING CO	\$947.15
ACH	UNITED BEVERAGE-MC	\$586.30
ELEC	PEPSI-COLA	\$270.33
77190	POOL TECH	\$593.14
77237	ACUSHNET COMPANY	\$468.69
77238-77239	AMAZON CAPITAL SERVICES	\$659.24
77240	ARNOLD MOTOR SUPPLY LLP	*VOID
77241-77242	ARNOLD MOTOR SUPPLY LLP	\$751.04
77243	ATLANTIC COCA-COLA BOTTLING CO	\$263.52
77244	BLACKHAWK AUTOMATIC SPRINKLERS	\$435.00
77245	BODENSTEINER IMPLEMENT CO	\$21.40
77247	CENTRAL IOWA DISTRIBUTING	\$33.00
77250	CINTAS	\$276.72
77251	CINTAS CORPORATION	\$45.15
77252	CIRCLE K COMMUNICATIONS INC	\$5,358.61
77253	CITY OF CHARLES CITY	\$371.69
77255	DAVIS EQUIPMENT CORPORATION	\$736.74
77258	FARMERS NEW AG LLC	\$142.06
77259	FLOYD CO PUBLIC HEALTH	\$60.00
77260	FLOYD COUNTY ENGINEER	\$61.69
77262-77263	GRAINGER	\$1,270.04
77264	HOLDEN HILLEGAS/H&R LAWN CARE	\$700.00
77265	HAWKINS INC	\$2,256.32
77266	IDOT-CASHIER'S OFFICE	\$3,813.78
77267	IDOT-CASHIER'S OFFICE	*VOID
77269	IOWA PRISON INDUSTRIES	\$411.60
77270	JENDRO SANITATION SERVICES	\$220.61
77273	JOHN A HOWE	\$850.00
77274	KEYSTONE LABORATORIES	\$688.52
77275	LEISURETIME GOLF CARS	\$3,000.00
77276	MAIN STREET CHARLES CITY	\$10,000.00
77281	MIDAMERICAN ENERGY	*VOID
77282-77283	MIDAMERICAN ENERGY	\$46,288.13
77284	MIKE'S C&O TIRE INC	\$10,291.90
77285	MUNICIPAL SUPPLY INC	\$15,459.00

77287	NCL OF WISCONSIN	\$128.56
77288	NOAH,SMITH,SCHUKNECHT & SLOTER	\$750.00
77289	NORTH IOWA LAWN & SPORTS	\$105.91
77291	PAWS HUMANE SOCIETY	\$1,550.00
77292	PERRY NOVAK ELECTRIC	\$568.43
77295	CHILDRENS PLUS INC	\$114.90
77296	RALLY APPRAISAL, LLC	\$2,000.00
77297	RILEY'S INC	\$850.39
77299-77300	SCHUETH ACE HARDWARE	*VOID
77301	SCHUETH ACE HARDWARE	\$841.76
77303	STANARD & ASSOCIATES INC	\$168.04
77304	STOCK GLASS/GRAPHIC GALLERY	\$110.00
77305	SUPERIOR LUMBER INC	\$147.32
77306	T-J SERVICE INC	\$900.00
77307	TELLURIAN BREWING	\$191.60
77310	TRIUMPH SURPLUS LLC	\$16.07
77311	UTILITY CLOUD	\$28,500.00
77312	VENTURE LIGHTING INTERNATIONAL	\$439.75
77314	LOIS J DEBERG/WERTJES UNIFORMS	\$731.94
77316	WICKS CONSTRUCTION INC	\$282,404.45
77318	IDOT-CASHIER'S OFFICE	\$812.64
	TOTAL:	\$492,277.82

GRAND TOTAL: \$2,095,320.08

Business of the mayor - It was a good 4th of July celebration in town this past weekend with lots of good events.

A request has been submitted for street closures for National Night Out. This will be held August 2 at Central Park. They are asking that the streets around the park are closed and the city parking lot behind the 200 block of N. Main St. be closed from noon until 9:00 p.m. This event is sponsored by the Charles City police department. Motion by Freeseaman, second Pittman to approve the request. Ayes - 5

Ordinance 1160 changing driveway regulations was presented for a third reading. This ordinance will increase the allowable width of driveways from 30 to 40 feet at the property line and increase from 40 to 50' at the curb line. There is a maximum allowed width of 50% of the property width. This will keep smaller lots from increasing their width and there is a minimal number of larger lots in town that will be able to increase their widths. Motion by Freeseaman, second Pittman to approve the first reading. Ayes - 5. Council member Freeseaman read the ordinance. Council member Knighten thanked staff for distributing more information on the number of lots who could increase their driveway width. Motion by Starr, second Pittman to adopt and publish ordinance 1160. Ayes - 5

Ordinance 1161 vacating a portion of north Main Street was presented for a third reading. This would vacate the section starting at the north side of the CN railroad and go up to what used to be Floyd Street. Will Knecht, owner of North Main car wash, asked several questions on why this was being done and the effect it might have on the other businesses located on North Main Street. This is being done to help Pure Prairie Farms construct a planned expansion that will add offices, employee break/locker rooms and more importantly, allow for trucks to safely load and unload at their distribution area. The entrance to Main Street from Grand Avenue will be re-designed and will take into account the needs of North Iowa Sports located at the intersection of Wisconsin and Lane Streets. The vacated section of Main Street will be

closed starting August 1 with barricades. Council member Pittman left the meeting at 6:35 to attend another meeting. City attorney Slotter commented that an appraisal has been done on this section so that a fair market value can be ascertained for the lease that Pure Prairie Farms will pay the city for use of this section. The actual reconstruction of this area of Main Street south of the chicken plant won't take place until 2024 when it will be incorporated in with a reconstruction of Main Street starting at Court and coming up to Lane Street. Council commented that the current intersection of Main St and N. Grand has been a bad intersection and this new design will help with safety. Council member Pittman returned to the meeting at 7:03. Motion by Knighten, second Freeseaman to approve the third reading of Ordinance 1161. Ayes - 5. Council member Knighten read the ordinance. Motion by Freeseaman, second Lumley to adopt and publish Ordinance 1161. Ayes - 5. Mayor Andrews thanked everyone who commented on this item.

The traffic signal at the corner of Gilbert and Main Street has been damaged from being struck by several trucks. Staff is recommending replacing this light and moving it farther from the street to help avoid being struck again. One quote was received for \$32,500 from K and W for this project. There are no immediate plans to replace the other traffic lights at this intersection. Council member Freeseaman introduced Resolution 80-22 entitled, "RESOLUTION APPROVING REPLACEMENT OF TRAFFIC SIGNAL" 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.

Floyd County Emergency Management director Drew Mitchel had been in attendance at the last planning session to discuss the Floyd County multi jurisdictional hazard mitigation plan. This plan encompasses all of Floyd County and we need to have this in place in order to qualify for FEMA funding in the event of a disaster. The county worked with NIACOG to draft this plan. There are some changes to some outdated information the city would like to be made when this plan is updated next. Council member Freeseaman introduced Resolution 81-22 entitled, "RESOLUTION ADOPTING FLOYD COUNTY MULTI-JURISDICTIONAL MULTI-HAZARD MITIGATION PLAN FOR THE INCORPORATED AREAS OF THE CITY" 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

The contract with T and W Grinding isn't quite ready, so no action was taken on this agenda item.

Christopher Tull is proposing installation of three bike racks in the city as an Eagle Scout project. He will pay for two of the racks at \$600 each and is asking that the city pay for the third. Motion by Freeseaman, second Pittman to approve the placement of these bike racks and to pay for one. Ayes - 5

Motion by Freeseaman, second Lumley to enter into closed session pursuant to Iowa Code Chapter 21.5 (I) to conduct performance evaluations for city administrator, city clerk and city attorney as requested. Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none. Council entered into closed session at 7:18 p.m.

Council reconvened into open session at 9:32 p.m. with no action being taken in closed session.

Council member Freeseaman introduced Resolution 83-22 entitled, "RESOLUTION APPROVING AMENDMENT TO EMPLOYMENT CONTRACT WITH CITY CLERK" 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 Starr introduced Resolution 84-22 entitled, "RESOLUTION APPROVING AMENDMENT TO EMPLOYMENT CONTRACT WITH CITY ADMINSTRATOR" 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 administrator Diers provided administrator notes.

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

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk