

COUNCIL MINUTES
REGULAR SESSION
AUGUST 16, 2021

Charles City city council met in regular session on August 16, 2021 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Keith Starr (attending via Zoom), Jerry Joerger, DeLaine Freeseman, Phoebe Pittman and Phillip Knighten. Also present were city administrator Steve Diers and city attorney Brad Sloter.

Citizen comments - Bob Carey presented his safety concerns over the intersection of North Jackson and Clark Streets. Would like the city to look at this situation.

Mayor Andrews welcomed everyone to the meeting.

Motion by Freeseman, second Knighten to approve the agenda. Ayes - 5

Motion by Joerger, second Freeseman to approve the minutes of the August 2 and 11 meetings. Ayes - 5

Motion by Joerger, second Pittman to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following: approve 7/21 financials for city of Charles City and CC Public Employees health plan, approve the following liens-unpaid utility bills – Acct5020310001 \$88.93; Acct5009890000 \$41.85; Acct5010300000 \$52.72; Acct5032540000 \$61.90; Acct5014660000 \$82.84; Acct5014550000 \$190.10; Acct5019440000 \$140.39 Curb stop repairs - 807 5th St \$1903.61, Mowing bills - 401 Richings \$183.23, 303 Blunt St \$208.67, 807/903 5th St \$385.03, 807/903 5th St \$338.73, approve renewal of Class C liquor license w/ outdoor service for Hot Shots, approve renewal of Class B native wine permit for Unique Country Store, approve the following bonds: Sidewalk - Boss Construction, Country Builders and payment of claims (including those approved by other boards):

73660-73892	PAYROL ENDING 08/05/2021	\$104,789.28
73693	CITY OF CHARLES CITY, payroll liabilities	\$1,049.04
73694	CC PUBLIC EMP HEALTH PLAN, payroll liabilities	**VOID**
73695	CC PUBLIC EMP HEALTH PLAN, payroll liabilities	\$8,968.41
ACH	EFPTS, payroll liabilities	\$27,716.91
73696	EMC NATIONAL LIFE COMPANY, payroll liabilities	\$6.00
73697	CC PUBLIC EMP HEALTH PLAN, payroll liabilities FAMILY COMMUNITY CREDIT UNION, payroll liabilities	\$108.83 \$1,608.00
ACH	ICMA	\$2,095.06
73698	KWIK TRIP INC	\$45.83
ACH	US POSTAL SERVICE	\$1,000.00
ACH	AUGUST FGP STIPEND CHECKS	\$1,559.54
ACH	BANCORPSV, serv.	\$252.82
ACH	TREASURER, STATE OF IOWA	\$964.91
ACH	AUXIANT, serv.	\$350.24
ACH	BANCORPSV, serv.	\$106.72
ACH	FIRST CITIZENS-CC, serv.	\$347.93
ACH	FLOYD SWCD, serv.	\$4,773.32
ACH	IMAGETEK OPERATIONS LLC, serv.	\$365.00
ACH	IOWA FINANCE AUTHORITY, serv.	\$4,958.85
ACH	IMAGETEK OPERATIONS, serv.	\$210.00
ACH	KABRICK DISTRIBUTING CO, supp.	\$1,004.00
ACH	PEPSI-COLA, supp.	\$133.60

ACH	UNITED BEVERAGE, supp.	\$347.05
73699	NORMA KLEIN, utility deposit refund	\$26.97
73700	LEON MARTIN, utility deposit refund	\$40.33
73701	USHA SRI SEETHA, utility deposit refund	\$15.31
73702	ROBYN BAHLMANN, utility deposit refund	\$90.00
73703	DOUG BAILEY, utility deposit refund	\$90.00
73704	TERESA BERTELSEN, utility deposit refund	\$90.00
73705	CHATIA BRUCE, utility deposit refund	\$90.00
73706	MARATHA CAVANAUGH, utility deposit refund	\$90.00
73707	LUCINDA CORREA, utility deposit refund	\$90.00
73708	JANINE ESTRADA, utility deposit refund	\$90.00
73709	LAVERN GABE, utility deposit refund	\$90.00
73710	DENNIS HAMM, utility deposit refund	\$90.00
73711	LEAH HEGGEBO, utility deposit refund	\$90.00
73712	TANNER HEITZ, utility deposit refund	\$90.00
73713	JOE A LEIDER, utility deposit refund	\$90.00
73714	STACY LUBBERT, utility deposit refund	\$60.00
73715	TRAVIS MCROBERTS, utility deposit refund	\$90.00
73716	LOUIS MICICH, utility deposit refund	\$90.00
73717	JACQUELINE REED, utility deposit refund	\$90.00
73718	RICHARD L ROBEL, utility deposit refund	\$90.00
73719	TRISHA SCHMITT, utility deposit refund	\$90.00
73720	DAKOTA SCHNUR, utility deposit refund	\$90.00
73721	JUSTIN SPIES, utility deposit refund	\$90.00
73722	AGVANTAGE FS, supp.	\$54.63
73723	AHLERS & COONEY PC, serv.	\$265.50
73724	ALL STAR PRO GOLF, supp.	\$220.76
73725	AMAZON CAPITAL SERVICES, supp.	\$312.49
73726	AMERICAN MEDICAL RESPONSE, serv.	\$7,291.67
73727	ANNETTE DEAN, supp. reimb.	\$17.43
73728	ATLANTIC COCA-COLA, supp.	\$136.09
73729	BAKER & TAYLOR BOOKS, supp.	\$3,426.03
73730	BAKER & TAYLOR ENTERTAIN supp.	\$27.51
73731	BRAD WILKENING, serv.	\$200.00
73732	BREITBACH OFFICE LLC, serv.	\$25.00
73733	BRODART COMPANY, supp.	\$212.08
73734	BRUENING ROCK PRODUCTS INC, supp.	\$351.86
73735	CANON FINANCIAL SERVICES, serv.	\$69.32
73736	CAROL CASE, serv.	\$1,138.20
73737	CC PUBLIC EMP HEALTH PLAN, serv.	**VOID**
73738	CC PUBLIC EMP HEALTH PLAN, serv.	**VOID**
73739	CC PUBLIC EMP HEALTH PLAN, serv.	**VOID**
73740	CC PUBLIC EMP HEALTH PLAN, serv.	**VOID**
73741	CC PUBLIC EMP HEALTH PLAN, serv.	\$75,842.50

73742	CHARLES CITY AREA DEV CORP, serv.	\$42,000.00
73743	CENTRAL IOWA DISTRIBUTING, supp.	\$296.00
73744	CHARLES CITY ART-A-FEST, serv. reimb.	\$27.00
73745	CHARLES CITY PRESS INC, serv.	\$1,901.44
73746	CINTAS, serv.	\$95.75
73747	CINTAS CORPORATION, serv.	\$107.55
73748	CJ COOPER & ASSOCIATES INC, serv.	\$70.00
73749	COMMUNITY REVITALIZATION, serv.	\$35,000.00
73750	CORE & MAIN LP, supp.	\$700.00
73751	COREY HAWKE, serv.	\$389.00
73752	CROELL INC, supp.	\$1,316.00
73753	DEBOEST CONCRETE CORP, serv.	\$8,490.60
73754	DEMCO INC, supp.	\$1,846.59
73755	DISH, serv.	\$79.64
73756	DON HELTON, safty reimb.	\$150.00
73757	ETHANOL PRODUCTS LLC, supp.	\$852.52
73758	FAREWAY STORE, supp.	\$1,099.70
73759	FARM TILE PRO LLC, serv.	\$222,122.67
73760	FARMERS NEW AG LLC, supp.	\$1,298.50
73761	FASTENAL COMPANY, supp.	\$12.77
73762	FIRE SERVICE TRAINING BURE, serv.	\$100.00
73763	FLOYD CO BOARD OF HEALTH, serv.	\$486.00
73764	FLOYD COUNTY RECORDER, serv.	\$44.00
73765	GATEWAY HOTEL/CONF CENTER, serv.	\$266.56
73766	GORDON FLESCH COMPANY, serv.	\$76.00
73767	GRAINGER, supp.	\$100.08
73768	HOLDEN HILLEGAS/H&R LAWN C, serv.	\$561.00
73769	HACH COMPANY, supp.	\$438.65
73770	HAWKINS INC, supp.	\$1,124.30
73771	HEWETT WHOLESALE, supp.	\$176.24
73772	HOCKENSON PLUMBING, supp.	\$110.07
73773	HY-VEE INC, supp.	\$126.48
73774	IOWA ASSOC MUNICIPAL UTILI, serv.	\$7,101.23
73775	IOWA DEPT OF NATURAL RESOU, serv.	\$1,275.00
73776	INGRAM LIBRARY SERVICES, supp.	\$42.13
73777	IOWA PRISON INDUSTRIES, supp.	\$230.00
73778	IOWA TITLE & REALTY CO, serv.	\$536.00
73779	JEFF'S SANDBLASTING & PAIN, serv.	\$105.60
73780	JENDRO SANITATION SERVICES, serv.	\$49,803.73
73781	JENDRO SANITATION SERVICES, serv.	\$238.00
73782	HULL ENTERPRISES LLC, serv.	\$840.00
73783	JOHN DEERE FINANCIAL, supp.	\$893.27
73784	JOHNSTON HY-VEE, serv.	\$1,925.00
73785	KAMM EXCAVATING CORP, serv.	\$15,283.12

73786	KANOPY INC, serv.	\$42.00
73787	KEYSTONE LABORATORIES, serv.	\$495.69
73788	KS STATE BANK, serv.	\$157.00
73789	LEAF, serv.	\$125.20
73790	LESSIN SUPPLY COMPANY, supp.	**VOID**
73791	LESSIN SUPPLY COMPANY, supp.	\$1,268.10
73792	LESSIN SUPPLY COMPANY, supp.	\$97.28
73793	MAIN STREET DRUG INC, supp.	\$54.45
73794	MEDIACOM, serv.	\$337.05
73795	MERRITT COMPUTER SERVICE I, supp.	\$1,451.76
73796	METERING TECHNOLOGY SOLUTI, supp.	\$9,030.96
73797	MICK GAGE PLUMBING & HEATI, serv.	\$1,081.10
73798	MIDAMERICAN ENERGY, serv.	\$3,096.56
73799	MIDWEST INFLATABLES LLC, supp.	\$3,000.00
73800	MIDWEST PIPE SUPPLY INC, supp.	\$2,114.00
73801	MIKE MOLSTEAD MOTORS INC, serv.	\$3,163.22
73802	MIKE'S C&O TIRE INC, serv.	\$180.22
73803	MILLS-INC, serv.	\$89.32
73804	NEWBAUER INC, serv.	\$70.12
73805	NEWBAUER INC, serv.	\$221.50
73806	NOAH,SMITH,SCHUKNECHT & SL, serv.	\$3,836.00
73807	NORTH IOWA LAWN & SPORTS, supp.	\$63.28
73808	NORTHERN SAFETY CO INC, supp.	\$100.46
73809	O'REILLY FIRST CALL, supp.	\$44.50
73810	ORKIN, serv.	\$12.80
73811	PERRY NOVAK ELECTRIC INC, serv.	\$547.70
73812	PITNEY BOWES SUPPLIES, supp.	\$242.22
73813	POOL TECH, supp.	\$41.79
73814	POPP EXCAVATING INC, serv.	\$2,290.00
73815	POSTMASTER, supp.	\$940.00
73816	QUALITY AUTO SERVICE, serv.	\$122.74
73817	RAPID PRINTERS/OFFICE WORL, supp.	\$72.00
73818	RUSS BORNSTEIN, tavel reimb.	\$48.52
73819	SCHUETH ACE HARDWARE, supp.	**VOID**
73820	SCHUETH ACE HARDWARE, supp.	\$365.92
73821	SCHUMACHER ELEVATOR COMPAN, serv.	\$760.00
73822	SHERWIN-WILLIAMS CO, supp.	\$324.84
73823	SJE RHOMBUS, serv.	\$1,250.00
73824	ST JOHN LUTHERAN CHURCH, serv.	\$35.00
73825	STAPLES ADVANTAGE, supp.	\$73.32
73826	STATE LIBRARY OF IOWA, serv.	\$53.60
73827	SUPERIOR LUMBER INC, supp.	\$75.61
73828	SUPERIOR WELDING SUPPLY CO, supp.	\$121.50
73829	TERRACON CONSULTANTS INC, serv.	\$2,041.00

73830	TERRI NOVAK, mileage reimb.	\$146.72
73831	THE PRINTERY, supp.	\$35.20
73832	UNIQUE COUNTRY STORE, supp.	\$555.00
73833	VISA, supp.	\$67.35
73834	WEX BANK, supp.	\$7,595.71
73835	WISCONSIN INDEPENDENT NETW, serv.	\$1,200.00

TOTALS: \$703,081.52

Receipts - Gen - 118169.16; Disp-696.62; SafetyEd-850.00; P/RC/I-8.33; CommEq-29.16; H/M-1.63; RAGBRAI-.27; RUT-119698.82; EmpBen-13961.93; CVTC-20647.82; Emerg-807.82; OptTx-70025.03; TIF-95.73; LibrTr-248.44; FGP-2184.82; PubHous-52381.40; Sect8-81348.06; 2018Rehab-4700.00; Cable-15737.41; DebtServ-4311.01; IPC-15318.68; Water-186253.17; Sewer-158010.94; WasteFnd-58923.75; Transit-27902.62; SWU-16498.79; FireExt-209.00
Disbursements - Gen-31044.60; Disp-377.22; RUT-46779.94; EmpBen-91779.58; CVTC-2629.96; TIF-31793.79; FGP-9808.69; PubHous-46804.56; Sect8-81996.33; StreetRelC/I-2307.40
2020CapFnd-4844.40; CWBridge-185971.85; FibertoHome-303.41; SWIndusProj-86022.50; IPC-5770.98; Water-223905.26; WaterLoopProj-7011.00; Sewer-67472.63; WWTPExpFnd-638778.93; WasteFnd-53474.26; Transit-30459.59; SWU-114250.95; FireExt-40.79

Motion by Freeseaman, second Pittman to approve reappointing Bob Woolm to the library board. Ayes - 5

A request has been received from the Rotary Club to use Central Park for a walk through Christmas display this holiday season. It would start right after Thanksgiving and displays would be taken down by January 2. They are working with other entities and businesses in town to participate in this event by having their own displays or staying open late some nights. They have talked to park and rec director Tyler Mitchell and will put safeguards in place to protect the granite time line markers from damage when they remove the snow on the sidewalks going through the park. Council member Knighten asked if the city would have any liability issues with allowing this and Attorney Slotter stated we can check with our insurance agent about needing to be listed as an additional insured. Motion by Freeseaman, second Pittman to approve the request. Ayes - 5

Mayor Andrews opened the public hearing for an application to CDBG grant program for clear well project. Affidavit of publication dated 8/6/21 was informally filed. Chris Diggins from NIACOG presented oral comments on this application. We are applying for \$600,000 from this grant program to be used toward our clear well project. A housing needs assessment is also required but he was able to make some changes to a previous one we did. Motion by Joerger, second Pittman to close the hearing. Council member Joerger introduced Resolution 103-21 entitled, "RESOLUTION APPROVING A FUNDING APPLICATION TO THE IOWA ECONOMIC DEVELOPMENT AUTHORITY FOR FUNDING THROUGH THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR A WATER SYSTEM IMPROVEMENT PROJECT; COMMITTING LOCAL FUNDS TO THE PROJECT AND SELECTING A GRANT ADMINISTRATOR IF AWARDED FUNDS" and moved for adoption. Second to adopt Knighten. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none Council member Pittman introduced Resolution 104-21 entitled, "RESOLUTION APPROVING AGREEMENT WITH NIACOG TO COMPLETE ENVIRONMENTAL ASSESSMENT" and moved for adoption. Second to adopt Freeseaman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none

An application for Façade funding has been reviewed by the design committee and they are recommending approval. It is for the building located at 700 Hulin Street and is for siding on the south side and a portion of the Main Street side of the building. They are asking for the maximum amount of \$10,000. They have received Façade funding for the siding on the other two sides and it was discussed about looking at these program guidelines about multiple funding for the same structure and basically the same project. This will be on a future planning agenda. Council member Freeseaman introduced

Resolution 105-21 entitled, "RESOLUTION APPROVING FUNDING FOR A PROJECT AT 700 HULIN STREET SUBMITTED TO THE CITY OF CHARLES CITY FAÇADE PROGRAM" and moved for adoption. Second to adopt Joerger. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none

Discussion has been held concerning recruiting and retainment of police officers. After talking with the union representatives, some ideas were discussed to aid in this effort. Salary increase of \$2/hr across the board with a 5% increase to go into effect July 1, 2022, adding two pay increase steps at years 8 and 10 of employment, increase residency requirement to within 30 miles of city limits, \$2000 stipend to officers who live within the city limits and \$5000 to an officer who is already certified when we hire them and one week of vacation immediately upon hiring are the items being suggested by staff for council consideration. Some concern raised over the ability to sustain these increases going forward given that the tax levy for the general fund has not been increased in many years. Our only chance for increasing funding is through an increase in taxable valuations. These changes would equate to an approximate increase of \$120,000 right now with another \$40,000 when the 5% increase kicks in on July 1. Council expressed their appreciation to our police officers and would like to maintain our current force while recruiting more officers to lower the amount of overtime currently being required. The certification bonus would be paid out over 3 years with \$2000 the first year and \$1500 each of the two following years. Other cities in our area are also feeling the strain of keeping and recruiting qualified police officers and they, too, are changing their requirements. Some concerned about putting an item into the contract, it's very hard to remove it later if desired. Could we cap the number of years that the \$2000 residency stipend is received, that would help us control it a bit? This may be discussed at the end of the current fiscal year when the union contract opens back up. Council member Joerger introduced Resolution 106-21 entitled, "RESOLUTION APPROVING A TENTATIVE COLLECTIVE BARGAINING AGREEMENT BETWEEN TEAMSTERS LOCAL UNION 238 POLICE DEPT EMPLOYEES AND THE CITY OF CHARLES CITY, IOWA" and moved for adoption. Second to adopt Freeseaman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none. Approving these pay raises to police staff would also cause the spread between them and the command staff to be narrower, so a resolution has also been drafted to adjust the salaries of the police lieutenants and captain to maintain that margin. There will be no change to the police chief salary at this time but may revisit that at the end of this current fiscal year. Council member Freeseaman introduced Resolution 107-21 entitled, "RESOLUTION APPROVING WAGE INCREASES FOR POLICE LIEUTENANTS AND CAPTAIN" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

City clerk O'Donnell reported that the next meeting will be a planning session on August 23 at 6:00 p.m.

City administrator Diers reported that with the latest surge in COVID cases, we may want to consider going back to Zoom meetings. We now have more than enough drivers for the transit service but now need to give them more hours. NIACOG has suggested adding a regional transit route that would cover Medicare users only and run maybe two days a week. We would not be committed to doing this route and need to be sure we keep our drivers on a part time status. Staff has been discussed the local option sales tax renewal. There are requirements to be met before this item can be put on a ballot. Staff is working with bond counsel and the county auditor to coordinate this vote since the county's LOST also expires soon. Council has discussed leaving our LOST purpose 100% for roads. Diers, Mayor Andrews and Tim Fox will be attending the Iowa Rural Summit this week in Cedar Rapids.

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

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk

