

COUNCIL MINUTES
REGULAR SESSION
SEPTEMBER 7, 2022

Charles City city council met in regular session on September 7, 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 engineer John Fallis and city attorney Brad Sloter.

Citizen comments - none

Mayor Andrews welcomed everyone to the meeting.

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

Motion by Freeseaman, second Pittman to approve the minutes of the August 10, 15 and 24 meetings. Ayes - 5

Motion by Pittman, second Freeseaman to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following items: approval of the following bonds-Sidewalk-Do It All Services and Dave Sweet, excavation - Jim Baker and payment of claims (including those approved by other boards):

77782	CITY OF CHARLES CITY	\$161.33
77783	DISH	\$84.96
77784	ELECTRICAL ENG & EQUIP CO	\$149.70
77785	HI-WAY PRODUCTS, INC.	\$2,497.32
77786	IOWA DEPT OF NATURAL RESOURCES	\$1,275.00
77787	LEAF	\$129.71
77788	NEB-IA INDUSTRIAL FASTENERS	\$68.15
77789-		
77807	PAYROLL ENDING 8/13/2022	\$108,219.06
77808	CITY OF CHARLES CITY	\$847.26
77809	CC PUBLIC EMP HEALTH PLAN	*VOID
77810	CC PUBLIC EMP HEALTH PLAN	\$10,452.92
77811	EMC NATIONAL LIFE-SUPPLEM	\$6.00
77813	DELTA DENTAL	*VOID
77814	DELTA DENTAL	\$2,187.94
77816	VSP	*VOID
77817	VSP	\$477.36
77818	MUTUAL OF OMAHA	*VOID
77819	MUTUAL OF OMAHA	\$453.22
77820	AGVANTAGE FS	\$6,649.49
77821	AMERICAN PASS TRAIN MUSEUM	\$2,500.00
77822	CHARLES CITY ARTS CENTER	\$3,000.00
77823	L&J INDUSTRIES INC	\$588.50
77824	MAIN STREET CHARLES CITY	\$35,450.00
77825	NEWBAUER INC	\$79.50
77826	THE LEARNING CENTER	\$33,333.00
77827	AMAZON CAPITAL SERVICES	\$72.47

77828	ARNOLD MOTOR SUPPLY LLP	\$48.98
77829	BRENDA HOUDEK	\$200.00
77830	BUSINESS CARD	\$5,739.63
77831	CATHERINE MARIE OTT	\$420.00
77832	CHARLES CITY PRESS INC	\$182.00
77833	CHARLOTTE REAMS	\$136.70
77834	CINTAS CORPORATION	\$190.57
77835	CITY OF CHARLES CITY	\$4,449.33
77836	CULLIGAN MASON CITY	\$153.61
77837	DRIVEWAY SPECIALIST LLC HOLDEN HILLEGAS/H&R	\$8,900.00
77838	LAWNCARE	\$3,000.00
77839	HERRON'S BAND BOX INC	\$153.00
77840	HEYER LAWN CARE	\$875.00
77841	HOCKENSON PLUMBING	\$979.94
77842	HODES CO. HOUSING AUTH ACCTG	\$549.52
77843	SPECIALISTS	\$1,195.00
77844	JENDRO SANITATION SERVICES	\$912.45
77845	JOHN DEERE FINANCIAL	\$151.29
77846	KATIE NOLTE	\$56.75
77847	KENDRA BROWN	\$300.00
77848	KOCH OFFICE GROUP	\$862.21
77849	LEAF	\$497.68
77850	LONNIE ISAKSON	\$762.90
77851	MARCO TECHNOLOGIES LLC	\$152.60
77852	MEDIACOM	\$336.90
77853	MIDAMERICAN ENERGY	\$7,907.89
77854	MRI SOFTWARE LLC	\$146.68
77856	PLUNKETT'S PEST CONTROL	\$879.12
77857	QUILL CORPORATION	\$87.23
77858	ROCHFORD CONSTRUCTION	\$2,382.00
77859	SCHUETH ACE HARDWARE	\$524.79
77860	SERVPRO	\$1,200.00
77861	SHERWIN-WILLIAMS CO	\$555.94
77862	SUPERIOR LUMBER INC	\$3,500.00
77863	T-J SERVICE INC	\$819.99
77864	THE NELROD COMPANY	\$24.00
77865	UNITED STATES CELLULAR	\$204.09
77866	CATHERINE WHITE	\$25.00
77867	D&K PRODUCTS	\$237.29
77868	GRAINGER	\$210.36
77869	J GARDNER & ASSOCIATES LLC	\$350.00
77870	LEISURETIME GOLF CARS	\$820.00
77871	MARCO TECHNOLOGIES LLC	\$204.05

77872-		
77873	MIDAMERICAN ENERGY	*VOID
77874	MIDAMERICAN ENERGY	\$45,119.88
77875	NCL OF WISCONSIN	\$377.04
77876	QUILL CORPORATION	\$51.06
77877	RAPID PRINTERS/OFFICE WORLD	\$144.00
77878	STAPLES CREDIT PLAN	\$51.58
77879	UNIQUE COUNTRY STORE	\$248.00
77880	USA BLUEBOOK	\$1,533.89
77881	FIRST SECURITY BANK	\$70,000.00
77882-		
77898	PAYROLL ENDING 8/27/2022	\$100,990.14
77899	CITY OF CHARLES CITY	\$847.26
77900	CC PUBLIC EMP HEALTH PLAN	*VOID
77901	CC PUBLIC EMP HEALTH PLAN	\$10,452.92
77902	EMC NATIONAL LIFE-SUPPLEM	\$6.00
77903-		
77913	SEPTEMBER HOUSING - HAPS	\$66,514.88
77914	MARCO TECHNOLOGIES LLC	\$63.99
77916	AHLERS & COONEY PC	\$678.00
77917	AMERICAN MEDICAL RESPONSE	\$8,333.34
77918-		
77920	ARNOLD MOTOR SUPPLY LLP	*VOID
77921	ARNOLD MOTOR SUPPLY LLP	\$2,955.03
77922	CAL'S AUTO REPAIR INC	\$27.85
77923	CC FIRE EXTINGUISHER SERV	\$22.50
77924-		
77926	CC PUBLIC EMP HEALTH PLAN	*VOID
77927	CC PUBLIC EMP HEALTH PLAN	\$104,309.79
77928	CENTRAL IOWA DISTRIBUTING	\$414.00
77929	CENTURYLINK	\$1,401.44
77930	CHARLES CITY PRESS INC	\$1,635.62
77931	CINTAS	\$191.58
77932	CINTAS CORPORATION	\$45.15
77933	CIRCLE K COMMUNICATIONS INC	\$5,901.95
77934	CJ COOPER & ASSOCIATES INC	\$505.00
	TRENT PARKER / COMPUTER	
77935	PARKER	\$125.00
77936	CONTINENTAL RESEARCH CORP	\$311.20
77937	CRISIS INTERVENTION	\$2,000.00
77938	D&L CAR CARE	\$117.50
77940	DOG WASTE DEPOT	\$99.99
77941	FLOYD CO BOARD OF HEALTH	\$486.00
77942	FLOYD COUNTY ENGINEER	\$349.90
77943	FOX STRAND (dba)	\$1,947.50
77944	GENERAL TRAFFIC CONTROLS	\$1,296.00
77945	GORDON FLESCH COMPANY INC	\$360.65

77946	GRAINGER	\$185.04
77947	HAWKINS INC	\$3,083.50
77948	HEARTLAND ASPHALT INC	\$8,500.00
77949	IDOT-CASHIER'S OFFICE	\$3,654.39
77950	INDEED INC	\$385.12
77951	INTERSTATE BATTERIES UPPER IA	\$423.85
77952	IOWA ONE CALL	\$82.50
77953	IOWA PRISON INDUSTRIES	\$622.60
77954	IOWA SOYBEAN ASSOCIATION	\$1,822.89
77955	JENDRO SANITATION SERVICES	\$1,034.81
77956	JOHN A HOWE	\$850.00
77957	KAMM EXCAVATING CORP	\$622.50
77958	KEYSTONE LABORATORIES	\$34.50
77959	KIRKWOOD COMM COLLEGE	\$175.00
77960	LANDMARK LAUNDRY	\$45.00
77961	MARCO TECHNOLOGIES LLC	\$30.87
77962	MERRITT COMPUTER SERVICE INC	\$160.00
	METERING TECHNOLOGY	
77963	SOLUTIONS	\$926.03
77964-	MICK GAGE PLUMBING &	
77965	HEATING	\$2,550.00
77966	MIDWEST BREATHING AIR LLC	\$757.27
77967	MIDWEST PIPE SUPPLY INC	\$1,456.00
77968	MIKE'S C&O TIRE INC	\$348.74
77969	NIACOG	\$440.37
77970	PAT OHLERKIN	\$100.00
77971	PAWS HUMANE SOCIETY	\$1,550.00
77972	PERRY NOVAK ELECTRIC INC	\$24,751.85
77973	PITNEY BOWES-LEASE ACCT	\$159.57
77974	QUALITY AUTO SERVICE	\$280.42
77975	RILEY'S INC	\$100.56
77976	SCHUETH ACE HARDWARE	*VOID
77977	SCHUETH ACE HARDWARE	\$476.30
77978	SPANISH LANGUAGE SERVICES	\$87.00
77979	SUPERIOR LUMBER INC	\$70.61
77980	SUPERIOR WELDING SUPPLY CO	\$97.41
77981	TELLURIAN BREWING	\$93.60
	US ENVIRONMENTAL PRO.	
77982	AGENCY	\$59.67
77983	USA BLUEBOOK	\$441.51
77984	WIN-911 SOFTWARE	\$2,160.00
77988	CHARLES CITY PRESS INC	\$62.40
12164	STACEY LEERHOFF	\$9.18
ACH	BANCORPSV	\$488.77
ELEC	AFLAC	\$1,067.07
ELEC	COLLECTION SERVICE CENTER	\$211.84

ELEC	EFTPS (PAYROLL TAXES)	\$30,286.57
ELEC	FAMILY COMM CREDIT UNION	\$1,683.00
ELEC	ICMA MEMBERSHIP RENEWALS	\$2,516.60
ELEC	IA PUBLIC EMPLOY RETIRE	\$30,010.42
ELEC	MUNICIPAL FIRE & POLICE	\$28,883.20
ELEC	TREASURER STATE OF IOWA	\$11,366.00
ACH	AUXIANT	\$80.00
ACH	BANCORPSV	\$356.63
ACH	KABRICK DISTRIBUTING CO	\$803.90
ACH	UNITED BEVERAGE-MC	\$89.40
ELEC	COLLECTION SERVICE CENTER	\$211.84
ELEC	EFTPS (PAYROLL TAXES)	\$27,691.62
ELEC	FAMILY COMM CREDIT UNION	\$1,683.00
ELEC	ICMA MEMBERSHIP RENEWALS	\$2,544.85
ACH	VICKI INMAN	\$26.10
ACH	FLOYD SWCD	\$5,429.89
	TOTAL:	\$894,004.77

A street closure request has been submitted from DeRailed for a tractor show on September 17 as part of their customer appreciation. They are asking that 13th Avenue from the light pole by Buy Low to the driveway of the house they own on 13th Avenue be closed. This is approximately a block long and would be closed from 10 a.m. to 6 p.m. Motion by Freeseaman, second Pittman to approve this request. Ayes - 5

Barry Levey, representing the Charles City Lions club, was in attendance to present a check for \$5,500 which includes \$5000 for a new skate park and \$500 for the edible arboretum. Keith Starr, representing the Charles City Rotary Club, also presented a \$2500 check for the edible arboretum. The city council thanked both organizations for their generous donations to these two projects.

Mayor Andrews opened the public hearing on the final plans and specs for the one million gallon clearwell tank project. Affidavit of publication dated 8/19/22 was informally filed. There were no written or oral comments. City engineer John Fallis reported that the council approved the preliminary plans on August 3 and that there was one addendum issued that covered 4 items. Since the scope of the project was unchanged with this addendum, the final plans are the same as the preliminary plans. Motion by Freeseaman, second Pittman to close the hearing. Ayes - 5. Council member Pittman introduced Resolution 95-22 entitled, "RESOLUTION FINALLY APPROVING AND CONFIRMING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE NEW ONE MILLION GALLON CLEARWELL TANK PROJECT" 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 engineer Fallis stated that there were seven bids submitted for this project. Gridor was low at \$4.3 million with the engineer estimate being \$4.4 million. The high bid was \$6.3 million. SEH is the engineering firm in charge of this project and they have worked with Gridor before and is recommending acceptance of their bid. This project will be funded with SRF loan and a CDBG grant of \$600,000. Question on if this would affect water rates and response was no. Some concern over the wide spread in bids. Rustin Lingbeck from SEH explained that the high bid came from a company that got into the bidding process pretty late so they maybe didn't have enough time to look really close at items. Council member Freeseaman introduced Resolution 96-22 entitled, "RESOLUTION AWARDDING CONTRACT FOR THE NEW ONE MILLION GALLON CLEARWELL TANK 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

An application for Façade funding had been submitted from Knecht Car Washes for 803 N. Main Street. They would like to remove the old brick podiums that held the vacs, tuckpoint all mortar joints and fix the concrete. The total cost of the project is estimated at \$8,028.73 and they are requesting the max of 50% of cost, which is \$4,014.37. The design committee has reviewed this application and is recommending approval. Council member Freeseaman introduced Resolution 97-22 entitled, "RESOLUTION APPROVING FUNDING FOR A PROJECT AT 803 N. MAIN SUBMITTED TO THE CITY OF CHARLES CITY FAÇADE PROGRAM" 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.

Change order #9 has been submitted for the WRRF project. This should be the last one and is for a total of \$78,995.46. It consists of 5 items as follows: 1) adding a water line in existing control building, \$3158.97; 2) replacing the pipe that was not qualified as being American made with piping made from HDPE, \$31745.31; 3) replace diffusers that got plugged up, \$6000.75; 4) install fillets in the wet well to alleviate grit accumulation, \$21079.50 and 5) install check valve in the control building, \$17010.93. Council member Freeseaman asked how the final cost compared to the original bid. Lance Aldrich, from **FOX Strand**, replied that the final cost was about 2 ½% over the original bid, which is very good considering the larger price tag of this project. Council member Freeseaman introduced Resolution 98-22 entitled, "RESOLUTION APPROVING CHANGE/EXTRA WORK ORDER #9 FOR WATER RESOURCE AND RECOVERY FACILITY PROJECT, CHARLES CITY, IOWA" 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.

2022 ADA pedestrian ramp project has been released for quotes. Four quotes were received with DeBoest Concrete submitting low quote at \$31,592.25. This includes work at two intersections and is being done as part of our ADA transition plan. Council member Pittman introduced Resolution 99-22 entitled, "RESOLUTION AWARDED CONTRACT FOR THE 2022 ADA PEDESTRIAN RAMP SIDEWALK PROJECT, CHARLES CITY, IOWA" and moved for adoption. Second to adopt Knighten. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none.

The 2022 Residual lime removal project has been release for quotes with two quotes received. Kamm Excavating was low quote at \$92,500. Kamm has done this work the previous two times it's been done. Council member Freeseaman asked if there are still plans to put in a center access in the lagoons to allow access to the entire cell and Fallis replied that this something that can be done in the future, it would be a bigger project. Council member Freeseaman introduced Resolution 100-22 entitled, "RESOLUTION APPROVING AWARD AND CONTRACT AND BOND FOR THE 2022 LIME RESIDUAL REMOVAL 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.

City attorney Slotter and the state attorney general's office have been working on a 28E that will be executed between the city and Floyd County Soil and Water Conservation district to implement rural water projects as part of our sponsored project. These projects need to be funded solely with SRF funds that are combined with state dollars in order for the state to oversee compliance of these projects going forward. There are two projects that have been identified that can be done yet this fall, so we need to approve this 28E now to get those completed. Council member Pittman introduced Resolution 101-22 entitled, "RESOLUTION APPROVING A 28E AGREEMENT BETWEEN THE FLOYD SOIL AND WATER CONSERVATION DISTRICT AND THE CITY OF CHARLES CITY FOR SRF WATER RESOURCE RESTORATION PROJECTS, CHARLES CITY, IOWA" 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.

Housing director Katie Nolte is asking for approval of a quote for tree removal from SkyLine Tree Service for 15 ash trees at North Cedar Terrace. That area is tore up right now due to the electrical project so she is thinking now would be a good time to come in and get these trees down. The work would be done this week or next week. Sky Line is the only one who returned a quote, which is \$18,535.00. Council member Pittman introduced Resolution 102-22 entitled, "RESOLUTION APPROVING A QUOTE FROM SKYLINE TREE SERVICE FOR HOUSING DEPT TREE REMOVAL AT NORTH CEDAR TERRACE, CHARLES

CITY, IOWA” and moved for adoption. Second to adopt Lumley. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseeman, Pittman, Knighten. Nays - none.

The city recently had a storm sewer collapse on Main Street and emergency repairs were necessary. We had some other rehab work on storm sewer manholes that also needed to be and could get a better price since Hydro Klean will be here already for the emergency repair. The total for both of these items is \$34,941. Council member Freeseeman introduced Resolution 103-22 entitled, “RESOLUTION APPROVING A QUOTE FROM HYDRO KLEAN TO REPAIR STORM SEWER INTAKES, 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.

City clerk O’Donnell reported that the next meeting will be a planning session on September 14 at 6:00 p.m.

City administrator Diers reported that it is time to do a goal setting session with the council. He received a quote from Liz Hansen, who did our last session and she has said that November 30 would work for her schedule. Council will need to let Steve know if that date works for them. City staff will also participate in the session and there will be a community survey conducted again as well. City engineer John Fallis reported that the Charley Western Trail Bridge was submitted for an engineering award from our engineers and it won. We have advertised for the city engineer position and have received a few applications.

Council member Freeseeman participated last week in the CAPS program in Cedar Rapids where two teams of students from Charles City represented well. Council member Lumley reported that the EMS advisory board has been working on flyers and power point presentations and will be visiting the cities and service groups in Floyd County to get the information out on the November 8 vote for this levy.

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

Dean Andrews, Mayor

Attest:

Trudy O’Donnell, City Clerk