

COUNCIL MINUTES  
REGULAR SESSION  
SEPTEMBER 19, 2022

Charles City city council met in regular session on September 19, 2022 at 6:00 p.m. in council chambers. Mayor Andrews presided and the following council members were present: Keith Starr, Patrick Lumley, DeLaine Freeseaman, Phoebe Pittman and Phillip Knighten. Also present were city engineer John Fallis and city attorney Brad Sloter.

Citizen comments - none

Mayor Andrews welcomed everyone to the meeting.

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

Motion by Starr, second Pittman to approve the minutes of the September 7 and 14 meetings. Ayes - 5

Motion by Starr, second Lumley to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following: Approve the following liens for unpaid utility bills: \$92.26Acct5014580000, \$44.26Acct5005660004, \$66.78Acct5011270001, \$141.41Acct5021580001, \$53.20Acct5013190009, \$248.10Acct5015910001, \$303.18Acct5018390003, \$81.87Acct5000710004, \$199.58Acct5004530005, \$22.82Acct5014060002, \$223.39Acct5020650002, \$190.15Acct5013440000, \$100.02Acct5014710000, approve 8/22 financials for city of Charles City and CC Public Employee Health Plan and payment of claims (including those approved by other boards):

77914	MARCO-LEAST ACCOUNT	\$63.99
77915	STAPLES ADVANTAGE	\$31.28
77985	ATLANTIC COCA-COLA BOTTLING CO	\$129.72
77986	BREITBACH OFFICE LLC	\$245.00
77987	CENTURYLINK	\$468.96
77988	CHARLES CITY PRESS INC	*VOID
77898	SHERWIN-WILLIAMS CO	\$466.38
77990	VERIZON WIRELESS	\$120.07
77991	AMAZON CAPITAL SERVICES	\$346.66
77992	BAKER & TAYLOR BOOKS,SERV	\$1,644.44
77993	BAKER & TAYLOR ENTERTAIN	\$28.67
77994	BRODART COMPANY	\$202.80
77995	CANON FINANCIAL SERVICES INC	\$69.32
77996	CAROL CASE	\$1,507.66
77997	CC PUBLIC EMP HEALTH PLAN	\$4,320.77
77998	CITY OF CHARLES CITY	\$12.00
77999	CLARKSVILLE PUBLIC LIBRAY	\$18.00
78000	COREY HAWKE	\$389.00
78001	DREES CO	\$103.00
78002	GORDON FLESCH COMPANY	\$84.00
78003	HY-VEE INC	\$22.85
78004	ID LABEL INC	\$700.00
78005	INGRAM LIBRARY SERVICES	\$58.92

78006	JAMES KENYON	\$100.00
78007	KANOPY INC	\$65.00
78008	LORI BIWER-STEWART	\$400.00
78009	MARK GREATHOUSE	\$200.00
78010	MEDIACOM	\$437.62
78011	MICK GAGE PLUMBING & HEATING	\$1,841.76
78012	MIDAMERICAN ENERGY	\$2,744.37
78013	MIDWEST TAPE	\$157.43
78014	PERRY NOVAK ELECTRIC INC	\$460.60
78015	PLUNKETT'S PEST CONTROL	\$571.20
78016	SCHUETH ACE HARDWARE	\$11.99
78017	TASTE OF HOME	\$37.72
78018	WEX BANK	\$11,230.55
78019-78033	UTILITY DEPOSIT REFUNDS	\$851.79
78034-78046	PAYROLL ENDING 9/10/2022	\$100,549.72
78047	CITY OF CHARLES CITY	\$847.26
78048	CC PUBLIC EMP HEALTH PLAN	*VOID
78049	CC PUBLIC EMP HEALTH PLAN	\$10,452.92
78050	EMC NATIONAL LIFE-SUPPLEM	\$6.00
78051	UB DEPOSIT REFUNDS	\$90.00
78052	AGVANTAGE FS	\$2,346.40
78053	ARNOLD MOTOR SUPPLY LLP	\$29.20
78054	BRUENING ROCK PRODUCTS INC	\$814.21
78055	CALHOUN-BURNS & ASSOCIATES	\$1,668.00
78057	CARQUEST AUTO PARTS	*VOID
78058	CARQUEST AUTO PARTS	\$961.79
78059	CHARLES CITY PRESS INC	\$56.00
78060	CINTAS CORPORATION	\$120.23
78061	CROELL INC	\$5,586.20
78063	E&E WELDING LLC	\$1,601.42
78064	ELECTRIC PUMP	\$2,055.00
78065	EUROFINS ENVIRONMENT TESTING	\$1,497.50
78066	FAREWAY STORE	*VOID
78067	FAREWAY STORE	\$1,057.61
78068	FLOYD CO PUBLIC HEALTH	\$60.00
78069	FLOYD COUNTY TREASURER	\$855.00
78070	GDB & SONS	\$1,360.00
78071	GRAINGER	\$3,011.84
78072	HACH COMPANY	\$106.82
78073	HAWKINS INC	\$1,278.34
78074	HEWETT WHOLESALE	\$381.84
78075	HY-VEE INC	\$125.00
78076	IOWA LIBRARY ASSOCIATION	\$510.00
78077	IOWA PARKS & REC ASSOCIATION	\$180.00

78078	IOWA PEACE OFFICERS ASSOC	\$440.00
78079	IOWA POLICE CHIEFS ASSOCIATION	\$60.00
78080	IOWA PRISON INDUSTRIES	\$467.28
78081-78082	JENDRO SANITATION SERVICES	\$52,230.22
78083	JENNIFER LANTZ	\$571.91
78084	JOHN DEERE FINANCIAL	\$448.58
78085	JOSE NOE FLORES	\$120.00
78086	JUSTIN DEVORE	\$30.00
78087	KWIK TRIP INC	\$24.50
78089	LANDMARK LAUNDRY	\$26.25
78090	LEAF	\$134.67
78091	LEISURETIME GOLF CARS	\$645.70
78092	LESSIN SUPPLY COMPANY	*VOID
78093	LESSIN SUPPLY COMPANY	\$968.76
78094	LUMEN	\$43.68
78095	MACQUEEN EQUIPMENT GROUP	\$1,575.40
78096	MAIN STREET CHARLES CITY	\$4,014.37
78097	MARCO	\$134.36
78098	MC2 INC	\$2,607.86
78099	MICROBAC LABORATORIES, INC.	\$951.19
78100	MILLS-INC	\$319.72
78101	MIRACLE RECREATION	\$657.18
78102	MITKO, LLC	\$44.06
78103	NAPA AUTO PARTS	\$192.25
78104	NCL OF WISCONSIN	\$186.42
78105	NEW HAMPTON TRIBUNE	\$44.00
78106-78107	NEWBAUER INC	\$648.09
78108	NIACOG	\$813.57
78109	NOAH,SMITH,SCHUKNECHT & SLOTER	\$2,800.00
78110	NORTH IOWA LAWN & SPORTS	\$226.27
78111-78112	PERRY NOVAK ELECTRIC INC	\$7,428.61
78113	POSTMASTER	\$1,200.00
78115	RADAR ROAD TEC-J ESHELMAN	\$280.00
78116	SURVEYING AND MAPPING LLC	\$150.00
78117	STEWART M DALTON	\$270.00
78118	SUPERIOR LUMBER INC	\$641.43
78119	TERRI NOVAK	\$164.38
78120	TRIUMPH SURPLUS LLC	\$11.84
78121	UNITED STATES CELLULAR	\$1,058.19
78122	GEORGE USHER/USHER SHARPENING	\$40.00
78123	WISCONSIN INDEPENDENT NETWORK	\$1,200.00
78124	YOUNG CONSTRUCTION LTD	\$1,494.96
78125	ZEP SALES AND SERVICE	\$178.21
ACH	FLOYD SWCD	\$10,298.64

ACH	COLLECTION SERVICE CENTER	\$211.84
ACH	EFTPS (PAYROLL TAXES)	\$27,514.02
ACH	FAMILY COMM CREDIT UNION	\$1,683.00
ACH	ICMA MEMBERSHIP RENEWALS	\$2,544.85
ACH	BANCORPSV	\$1,183.37
E-PAY	BUSINESS CARD	\$2,052.92
ACH	IMAGETEK OPERATIONS LLC	\$496.00
E-PAY	UNITED BEVERAGE-MC	\$508.40
E-PAY	US POSTAL SERVICE	\$1,000.00
E-PAY	FIRST CITIZENS-CC	\$338.90
ACH	FOSTER GRANDPARENTS	\$4,507.33
ACH	TREASURER, STATE OF IOWA	\$16,769.63
E-PAY	IOWA FINANCE AUTHORITY	\$4,834.70
ACH	CARMEN RAMSAY	\$22.40
ACH	EVELYN NEAL	\$61.51
ACH	JACKIE FERCH	\$14.40
E-PAY	KABRICK DISTRIBUTING	\$516.80
ACH	KURT KIEWEL	\$152.00
ACH	MAVIS BEENEN	\$10.88
ACH	WILMA LENSING	\$126.20

**TOTAL: \$328,143.52**

August Receipts - Gen-62408.28;SafetyEd-200.00;P/R C/I-188.88;H/M-39174.61;RAGBRAI-13383.22;RUT-75457.90;CVTC-105.65;OptTx-83293.86;TIF-584.05;AmerRes-548598.67;FGP-10891.22;PubHous-54858.52;Sect8-75470.50;Water-271992.10;Wastewater-181167.62;WasteFnd-64797.61;Transit-39100.35;SWU-18077.81;FireExt-461.00

August Disbursements - Gen-521586.10;SAfetyEd-3350.00;H/M-15000.00;RAGBRAI-63569.67;RUT-86010.03;EmpBen-93040.37;CVTC-3442.17;TIF-4834.70;LibrTr-570.04;FGP-13727.75;PubHous-68592.92;Sect8-76985.57;Cable-10030.00;STreetRel-308954.97;CWBridge-7066.70;Fiber to Home-1098.02;IPC-4868.75;Water-158697.39;ClearWell-35720.00;Wastewater-90473.00;WWTPExp-1245.00;WasteFnd-57480.53;Transit-30456.81;SWU-4491.44;FireExt-972.55

A parade permit and request for street closure had been submitted by Charles City schools for the homecoming parade on September 23. The route is the same as in the past and there will again be street painting on the street by the football field. Motion by Freeseaman, second Starr to approve the parade permit and street closing request. Ayes - 5

A request for street closure for the Spook Walk has also been submitted. Mark Wicks stated that this is the 27<sup>th</sup> annual event and they are requesting the same streets to be closed as have been in the past. They will actually be handing out treats this year, they haven't done that in the past two years due to COVID. Asking for the streets to be closed at 1:00 p.m. and re open at 8:00 p.m. on September 23. Letters have been sent to the affected property owners for the street closure. Motion by Starr, second Lumley to approve this request. Ayes - 5. Mayor Andrews commented that trick or treating will be October 31 from 6:00 to 8:00 p.m.

Jennifer Lantz, Foster grandparent director, was present to review the updated employee handbook for the program. This has been prepared by AmeriCorps Seniors. One change is to the minimum number of hours the grandparents must do, it will go from 15 to 5 hours per week. Motion by Starr, second Lumley to approve this handbook. Ayes - 5

**A façade application has been submitted by Todd Prichard for replacement of an awning and installation of a new one at his business located at 103 N. Main Street. Todd was present at the planning session last week to present this and answer any questions. He is asking for \$2,650.80, which is 50% of the total cost of \$5, 301.60. The front awning will be replaced and a new awning added to the back entrance. Councilmember Starr introduced Resolution 104-22 entitled, "RESOLUTION APPROVING FUNDING FOR A PROJECT AT 103 N. MAIN SUBMITTED TO THE CITY OF CHARLES CITY FAÇADE PROGRAM" and moved for adoption. Second to adopt Lumley. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman and Knighten. Nays - none**

A request has been received from LJP/Jendros for an increase in their contract for the CPI increase as is allowed in their agreement. They have calculated a 7.4% increase which will be reflected in the tote prices using a per gallon calculation. The new prices of the garbage totes will be: 35 gallon - \$14.54, 65 gallon - \$19.41 and 95 gallon - \$24.40. The 33 gallon bags will go to \$1.97 and the 15 gallon bags will increase to \$1.50. Council member Starr introduced Resolution 105-22 entitled, "RESOLUTION APPROVING AMENDMENT TO RESIDENTIAL SOLID WASTE AND RECYCLABLE MATERIALS COLLECTION AGREEMENT BY INCREASING THE MONTHLY RESIDENTIAL TOTE RATES" 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.

Street superintendent Cory Spieker was present to discuss the purchase of a lift. It would be used primarily to put up banners, work on traffic signals and trim trees. This will be much safer for the employees. Spieker sent out for 4 quotes but only received 2 back. He is recommending approval of the quote from Mid Country for \$35,000. We currently rent this type of machine from this business and that rental fee will be deducted from the price if we decide to purchase from them. We had \$125,000 budgeted for this year for replacement of a dump truck but will delay that purchase until next year. This will be mounted on a trailer so it can be hauled around easily. There is the ability to control it from either the bucket or on the ground. Council member Starr introduced Resolution 106-22 entitled, "RESOLUTION APPROVING PURCHASE OF LIFT" 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

An engineering agreement has been received for the Main Street rehabilitation project scheduled for 2024. We will be using SWAP funding for this project. The work will start at Gilbert Street and go all the way up to Lane Street and will consist of mill and fill, making pedestrian ramps all ADA compliant and re designing the new route of Main Street on the north end. We received four quotes and the city engineer is recommending acceptance of the bid from Veenstra and Kimm for a not to exceed amount of \$98,500. This was not the lowest bid but the city engineer believes that this company has the best expertise with dealing with this type of project where it affects many businesses along the route. This project will be let by the DOT. The Main Street bridge will not be done to save costs. It was requested to add that section as an alternate bid and if it's low enough, maybe we can include it in this project. Council member Starr introduced Resolution 107-22 entitled, "RESOLUTION APPROVING ENGINEERING SERVICES AGREEMENT WITH VEENSTRA AND KIMM FOR THE 2024 MAIN STREET REHABILITATION 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

Much discussion has been held on partnering with the train depot museum on installation of a public restroom as part of the renovation project. The city has researched the cost of a stand alone bathroom and the cost could exceed \$300,000. The depot committee is asking that the city commit to an amount not to exceed \$50,000 to cover the cost of adding this bathroom to their plans. If the city is not interested, the committee would just use this area for extra storage since they already have a bathroom in the facility. This restroom would not be accessible from inside the museum and would have timers on it to lock it during the night. This resolution is just committing to the payment, it won't actually be paid until the project is completed. Council member Freeseaman asked if that language could be added to the resolution that the money won't be paid until the project is completed and city clerk O'Donnell replied yes. Council member Freeseaman introduced Resolution 108-22 entitled, "RESOLUTION APPROVING COMMITMENT TO RESTROOM PARTNERSHIP WITH TRAIN DEPOT PROJECT" and moved for adoption, with the

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

The clear well project has been let with 7 bids being received. Low bid was from Gridor for \$4,364,000 and was awarded at the September 7 council meeting. The contract paperwork has been signed by Gridor and the performance and payment bonds have all been provided. Council member Freeseaman introduced Resolution 109-22 entitled, "RESOLUTION APPROVING CONTRACT AND PERFORMANCE AND/OR PAYMENT BONDS FOR THE NEW 1 MILLION GALLON CLEARWELL TANK PROJECT" 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. A public hearing needs to be set for the water revenue loan that will pay for this project. We are receiving a \$600,000 CDBG grant and the rest will be financed with the water revenue loan. It will be a not to exceed amount of \$5,500,000. Dorsey Whitney has prepared all of the necessary paperwork for this issuance and the public hearing is scheduled for October 3. This not to exceed amount is for the construction, design work, legal fees and any contingencies that may arise. Council member Pittman introduced Resolution 110-22 entitled, "RESOLUTION TO FIX A DATE FOR A PUBLIC HEARING ON PROPOSAL TO ENTER INTO A WATER REVENUE LOAN AND DISBURSEMENT AGREEMENT AND TO BORROW MONEY THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$5,500,000" 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 a thank you had been received from Crisis Intervention for our recent support payment to them. The next meeting will be a planning session on Monday September 26 due to the League conference on September 28.

Council member Lumley reported that Wednesday night will be the first informational meeting concerning the proposed EMS levy for Floyd County.

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

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Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk