

COUNCIL MINUTES
REGULAR SESSION
OCTOBER 3, 2022

Charles City city council met in regular session on October 3, 2022 at 6:00 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 Slotter.

Citizens Comments - Gilbert Starble discussed the situation at the Hartwood Inn.

Mayor Andrews welcomed everyone to the meeting.

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

Motion by Pittman, second Freeseaman to approve the September 19 minutes. Ayes - 5

Motion by Knighten, second Pittman to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following: approve renewal of Class C liquor license w/ Sunday Sales for Plaza Mexico and payment of claims (including those approved by other boards):

78056	CAPITAL ONE TRADE CREDIT	\$459.98
78062	DISH NETWORK	\$84.96
78088	L&J INDUSTRIES	\$181.80
78114	POSTMASTER	\$600.00
78126	AMAZON CAPITAL SERVICES	\$1,559.43
78127	ASBESTROL INC	\$2,470.00
78128	CATHERINE MARIE OTT	\$420.00
78129	CHARLES CITY PRESS INC	\$2,531.00
78130	CINTAS CORPORATION	\$124.79
78131	CITY OF CHARLES CITY	\$5,063.94
78132	TRENT PARKER / COMPUTER PARKER	\$218.75
78133	CULLIGAN MASON CITY	\$1,128.60
78134	GORDON ELECTRIC SUPPLY INC	\$72.41
78135	HD SUPPLY FACILITIES MAINT.	\$312.70
78136	HERRON'S BAND BOX INC	\$153.00
78137	HEYER LAWN CARE	\$3,500.00
78138	HOCKENSON PLUMBING	\$150.00
78139	HODES CO.	\$249.67
78140	HOUSING AUTH ACCTG SPECIALISTS	\$823.75
78141	JENDRO SANITATION SERVICES	\$912.45
78142	JOHN DEERE FINANCIAL	\$36.98
78143	JULIE CLINE	\$13.90
78144	KATIE NOLTE	\$705.30
78145	KOCH OFFICE GROUP	\$195.74
78146	LEAF	\$358.45
78147	LINDERMAN HEATING & AIR LLC	\$84.80
78148	LOIS MORTENSEN	\$200.00
78149-78150	MARCO TECHNOLOGIES LLC	\$312.08

78151	MEDIACOM	\$336.90
78152	MIDAMERICAN ENERGY	\$7,186.51
78153	MRI SOFTWARE LLC	\$146.68
78154	PHADA	\$1,735.00
78155	PITNEY BOWES-LEASE ACCT	\$160.38
78156	PLUNKETT'S PEST CONTROL	\$856.85
78157	ROCHFORD CONSTRUCTION	\$2,926.00
78158	SCHUETH ACE HARDWARE	\$1,197.49
78159	SERVPRO	\$600.00
78160	SHERWIN-WILLIAMS CO	\$258.45
78161	D&C STANTON ELECTRIC LLC	\$35,501.04
78162	STAPLES ADVANTAGE	\$86.44
78163	STOCK GLASS/GRAPHIC GALLERY	\$191.40
78164	SUPERIOR LUMBER INC	\$254.34
78165	T-J SERVICE INC	\$3,521.81
78166	TEBA STEWART	\$500.00
78167	THE SHREDDER	\$252.00
78168	US CELLULAR OF CHARLES CITY	*VOID
78169-78181	CITY OF CHARLES CITY	\$847.26
78182	EMC NATIONAL LIFE-SUPPLEM	\$6.00
78184	DELTA DENTAL	*VOID
78185	DELTA DENTAL	\$2,187.94
78187	VSP	*VOID
78188	VSP	\$499.08
78189	MUTUAL OF OMAHA	*VOID
78190	MUTUAL OF OMAHA	\$453.22
78191	SALT	\$15.00
78192	US CELLULAR OF CHARLES CITY	\$29.95
78193	MIDAMERICAN ENERGY	\$1,594.98
78194	VERIZON WIRELESS	\$120.05
78195-78206	SEPT HAPS-HOUSING	\$67,549.20
78207-78208	ARNOLD MOTOR SUPPLY LLP	*VOID
78209-78210	ARNOLD MOTOR SUPPLY LLP	\$1,726.70
78211	CAL'S AUTO REPAIR INC	\$23.00
78212	CC FIRE EXTINGUISHER SERV	\$524.00
78213-78215	CC PUBLIC EMP HEALTH PLAN	*VOID
78216	CC PUBLIC EMP HEALTH PLAN	\$85,010.29
78218	CHARLES CITY ELECTRONICS	\$82.95
78219	CINTAS CORPORATION	\$165.38
78220	CIRCLE K COMMUNICATIONS INC	\$5,572.95
78221	CITY OF CHARLES CITY	\$257.00
78222	CIVICPLUS	\$7,882.27
78223	CJ COOPER & ASSOCIATES INC	\$10.00
78224	COMPUTRONICS	\$65.00

78225	CONTINENTAL RESEARCH CORP	\$200.05
78226	DORSEY & WHITNEY LLP	\$3,106.50
78227	ETHANOL PRODUCTS LLC	\$1,091.25
78228	FLOYD COUNTY AUDITOR	\$3,993.84
78229	GORDON FLESCH COMPANY INC	\$291.20
78230	GRAINGER	\$660.79
78231	GROW ROCKFORD NEWSLETTER	\$7.00
78232	HEARTLAND ASPHALT INC	\$1,800.00
78233	HY-VEE INC	\$350.00
78234	HYDRO KLEAN LLC	\$32,817.50
78236	IDOT-CASHIER'S OFFICE	\$2,286.53
78237	IFP MOTION SOLUTIONS INC	\$748.86
78239	IOWA PRISON INDUSTRIES	\$258.50
78240	JENDRO SANITATION SERVICES	\$760.88
78241	JENNIFER LANTZ	\$244.50
78242	JEO CONSULTING GROUP	\$6,000.00
78243	JOHN A HOWE	\$850.00
78244	KNECHT CAR WASHES	\$80.00
78245	KW ELECTRIC, INC.	\$3,510.00
78246	LEAF	\$139.23
78248	MAINSTAY SYSTEMS OF IOWA LLC	\$144.00
78249	MARCO TECHNOLOGIES LLC	*VOID
78250	MERRITT COMPUTER SERVICE INC	\$160.00
78251	MICK GAGE PLUMBING & HEATING	\$11,128.86
78252	MICROBAC LABORATORIES, INC.	\$57.00
78253	MID COUNTY MACHINERY INC.	\$35,000.00
78254	MIDAMERICAN ENERGY	*VOID
78255	MIDAMERICAN ENERGY	\$42,755.38
78256	MIDAMERICAN RESEARCH CHEMICAL	\$177.52
78257	MIKE MOLSTEAD MOTORS INC	\$218.86
78259	MISSISSIPPI LIME COMPANY	\$9,090.91
78260	NEB-IA INDUSTRIAL FASTENERS	\$102.05
78261	NORTHERN SAFETY CO INC	\$125.59
78262	PAWS HUMANE SOCIETY	\$1,550.00
78263	PERRY NOVAK ELECTRIC INC	\$132.89
78264	PLEASANT VIEW WATER	\$10,541.03
78265	QUALITY PUMP & CONTROL	\$428.50
78266	QUALITY TRAFFIC CONTROL INC	\$288.00
78267	QUILL CORPORATION	\$109.53
78268	RAPID PRINTERS/OFFICE WORLD	\$540.00
78269	RILEY'S INC	\$199.43
78270	ROAD MACHINERY & SUPPLIES	\$55.31
78271	SADLER POWER TRAIN INC	\$77.85
78272	SANDE CHIROPRACTIC	\$40.00

78273	SHORT ELLIOTT HENDRICKSON INC	\$7,030.09
78274	SPANISH LANGUAGE SERVICES	\$87.00
78275-78276	SUPERIOR LUMBER INC	\$254.34
78277	SUPERIOR WELDING SUPPLY CO	\$46.75
78278	T&W GRINDING & COMPOST SERVICE	\$8,558.52
78279	THAD JOHNSON	\$211.86
78280	TP ANDERSON & COMPANY PC	\$8,000.00
78283	MARCO TECHNOLOGIES LLC	\$209.34
ACH	CARMEN RAMSAY (FGP)	\$22.40
ACH	DEFENSE FINANCE & ACCOUNTING	\$260.41
ACH	JACQUELINE FERCH (FGP)	\$14.40
ACH	KURT KIEWEL	\$152.00
ACH	MAVIS BEENEN (FGP)	\$10.88
ACH	VICKI INMAN (FGP)	\$11.25
ACH	WILMA LENSING (FGP)	\$126.20
E-PAY	BUSINESS CARD	\$1,152.82
ACH	BANCORPSV	\$340.20
ACH	KABRICK DISTRIBUTING CO	\$255.00
ACH	PAYROLL ENDING 9/24/2022	\$104,135.46
ACH	AFLAC	\$1,067.07
ACH	COLLECTION SERVICE CENTER	\$211.84
ACH	EFTPS (PAYROLL TAXES)	\$32,598.13
ACH	FAMILY COMM CREDIT UNION	\$1,683.00
ACH	ICMA MEMBERSHIP RENEWALS	\$2,544.85
E-PAY	IA PUBLIC EMPLOY RETIRE	\$45,299.98
E-PAY	MUNICIPAL FIRE & POLICE	\$44,089.85
E-PAY	TREASURER STATE OF IOWA	\$16,953.00
E-PAY	UNITED STATES CELLULAR	\$247.93
	TOTAL:	\$700,951.90

Business of the Mayor - Mayor Andrews reported that the Iowa League of Cities conference last week was very good. He congratulated Steve Diers on his Iowa City manager of the Year award. He has received a request to light the water tower on October 13 for Metastatic Breast Cancer awareness Day in green teal and pink. Motion by Freeseaman, second Knighten to approve this request. Ayes - 7

Mayor Andrews opened the public hearing on a proposal to enter into a water revenue loan and disbursement agreement. Affidavit of publication dated 9/23/22 was informally filed. Mayor Andrews asked for written comments. There being none, he then asked for oral comments. There were none. Motion by Freeseaman, second Pittman to close the hearing. Ayes - 5 City administrator Diers explained that this is regarding the loan for the clear well project. It will be a not to exceed amount of 5.5 million at a 1.75% interest rate for 20 years. Project is set for completion by December 2023. City attorney Slotter commented that we will approve the actual loan at a later date, this just approves the borrow. Council member Freeseaman introduced Resolution 111-22 entitled, "RESOLUTION TAKING ADDITIONAL ACTION ON PROPOSAL TO ENTER INTO A WATER REVENUE LOAN AND DISBURSEMENT AGREEMENT" 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

A parking waiver request has been submitted from Brandy Salinas for property located at 1007 Gilbert Street. This was formerly a Casey's and when they removed the gas pumps and underground gas tanks,

the excavated surface was just replaced with gravel. With it being so late in the season, Brandy is asking to have until next September to pave this area. The majority of the parking lot is paved. This has been brought before planning and zoning and they are recommending giving a waiver until September 1, 2023. Council member Starr introduced Resolution 112-22 entitled, "RESOLUTION GRANTING PARKING WAIVER FOR PROPERTY AT 1007 GILBERT ST" and moved for adoption. Second to adopt Knighten. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseeman, Pittman, Knighten. Nays - none

An agreement has been drafted for a diffuser study at our wastewater plant. This study is necessary to satisfy requirements set by the DNR for our wastewater permit. With the water levels so low right now, it is the perfect time to conduct this testing and Fox Strand would be able to start this right away to take advantage of those low levels. The lump sum amount is \$13,800. Council member Freeseeman introduced Resolution 113-22 entitled, "RESOLUTION APPROVING ENGINEERING SERVICES AGREEMENT WITH FOX STRAND FOR WRRF DIFFUSER MIXING STUDY" 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.

The permanent easements that are being considered for OmniTel require a public hearing be held. These are located in the downtown area in the 100, 200, 300 and 500 blocks of Main Street and will be in city parking lots. They are located at the very edge of the parking lot to so as not to impede any possible future development. This public hearing will be October 17. Council member Freeseeman introduced Resolution 114-22 entitled, "RESOLUTION SETTING PUBLIC HEARING ON PROPOSED CONVEYANCE OF PERMANENT, NON-EXCLUSIVE UNDERGROUND COMMUNICATIONS EASEMENTS ON REAL ESTATE OWNED BY THE CITY OF CHARLES CITY TO OMNITEL COMMUNICATIONS" 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.

With the new lights installed on the Corporate Drive water tower, we have fashioned a request to request that this be lit in special colors for special occasions. An agreement has been drafted for this purpose. Cost will be \$75 for dusk to dawn on any given day. We are asking for a two day notice to allow time to program the requested light colors. We are also including a box to be checked if they want the reason for the lighting to be publicized. Council member Starr introduced Resolution 115-22 entitled, "RESOLUTION APPROVING LIGHTING AGREEMENT FOR WATER TOWER" 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.

City clerk O'Donnell reported that the next meeting will be a planning session on October 12 at 6:00. She also added her congratulations to Steve on his award at the League conference.

City administrator Diers stated he was very honored to get the manager of the year award at the conference. He has sent out the worksheets for the upcoming goal setting session and they are due back to Elizabeth Hansen by October 14.

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

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk

