

COUNCIL MINUTES
REGULAR SESSION
OCTOBER 17, 2022

Charles City city council met in regular session on October 17, 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 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 September 26 and October 3 meetings. Ayes - 5

Motion by Freeseaman, second Pittman to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following: approve cigarette permit for Rush Stop 2 d/b/a Diamond Spirit Tobacco and Vape, approve Mini Mart #3 Class E liquor license w/ Sunday sales, approve renewal of Class C liquor license for prologue Books and Wine w/ Sunday Sales, approve Class C liquor license w/ Sunday Sales and Outdoor Service for Salinas', Approve Class E liquor license w/ Sunday Sales Diamond Spirit Tobacco and Vape, approve excavation bond for Kisch Exavating, approve 9/22 financials for city of Charles City and CC Public Employees Health Plan and payment of claims (including those approved by other boards):

78209-78210	ARNOLD MOTOR SUPPLY LLP	\$252.76
78217	CENTURYLINK	\$1,508.83
78235	IOWA ASSOC MUNICIPAL UTILITIES	\$7,251.57
78238	IOWA DIV OF LABOR SERVICES	\$80.00
78247	MAIN STREET CHARLES CITY	\$598.34
78258	MIKE'S C&O TIRE INC	\$1,584.16
78268	RAPID PRINTERS/OFFICE WORLD	\$183.00
78281	FAREWAY STORE	\$1,718.20
78282	IOWA DIV OF LABOR SERVICES	*VOID
78283	MARCO TECHNOLOGIES LLC	\$5.00
78284	MTI DISTRIBUTING INC	\$131.92
78285	SCHUETH ACE HARDWARE	\$589.57
78287	MIDAMERICAN ENERGY	\$47.43
78288-78303	UTILITY DEPOSIT REFUND	\$1,034.44
78304	CENTURYLINK	\$468.09
78305	JOHN DEERE FINANCIAL	\$479.36
78306	MEDIACOM	\$90.87
78307-78318	PAYROLL ENDING 10/8/2022	\$105,848.66
78319	CITY OF CHARLES CITY	\$847.26
78320	CC PUBLIC EMP HEALTH PLAN	*VOID
78321	CC PUBLIC EMP HEALTH PLAN	\$10,586.38
78322	EMC NATIONAL LIFE-SUPPLEM	\$6.00
78323	AMAZON CAPITAL SERVICES	\$731.93
78324	BAKER & TAYLOR BOOKS,SERV	\$3,301.60

78325	BAKER & TAYLOR ENTERTAIN	\$34.98
78326	BIBLIONIX	\$2,600.00
78327	CANON FINANCIAL SERVICES INC	\$69.32
78328	CAROL CASE	\$1,507.66
78329	CC PUBLIC EMP HEALTH PLAN	\$3,530.73
78330	CENTER POINT LARGE PRINT	\$375.25
78331	COREY HAWKE	\$389.00
78332	DEMCO INC	\$217.91
78333	DREES CO	\$875.50
78334	FARM & HOME PUBLISHERS LTD	\$65.00
78335	GALE	\$55.18
78336	GORDON FLESCH COMPANY	\$102.00
78337	HERRON'S BAND BOX INC	\$558.60
78338	HY-VEE INC	\$64.75
78339	ID LABEL INC	\$30.30
78340	INFOUSA MARKETING INC	\$195.00
78341	KANOPI INC	\$51.00
78342	MEDIACOM	\$346.75
78343	MICK GAGE PLUMBING & HEATING	\$100.00
78344	MIDAMERICAN ENERGY	\$2,317.05
78345	MIDWEST TAPE	\$291.14
78346	PERRY NOVAK ELECTRIC INC	\$193.09
78347	STAPLES ADVANTAGE	\$149.56
78348	TASTE OF HOME	\$37.72
78349	VISA	\$570.57
78350	AGVANTAGE FS	\$6,346.70
78351	AHLERS & COONEY PC	\$463.00
78352	AMERICAN MEDICAL RESPONSE	\$8,333.34
78353	ARNOLD MOTOR SUPPLY LLP	\$37.84
78354	ASPHALT PAVING ASSOC-IA	\$325.00
78355	AUTOZONE	\$42.29
78356	BACKFLOW PREVENTION SERV	\$2,380.00
78357	BITUMINOUS MATERIALS & SUPPLY	\$9,083.75
78358	BREITBACH OFFICE LLC	*VOID
78359	BROWN SUPPLY CO	\$1,416.00
78360	BRUENING ROCK PRODUCTS INC	\$1,178.92
78361	BUSINESS CARD	*VOID
78362	CAL'S AUTO REPAIR INC	\$92.99
78363	CALHOUN-BURNS & ASSOCIATES	\$13,740.80
78364	CARQUEST AUTO PARTS	*VOID
78365	CARQUEST AUTO PARTS	\$1,670.51
78366	CHARLES CITY PRESS INC	\$927.72
78367	CINTAS	\$595.61
78368	CINTAS CORPORATION	\$51.99

78369	CITY OF CHARLES CITY	\$225.11
78370	CLEAR LAKE SANITARY DISTRICT	\$186.00
78371	CLOUSER PLUMBING TECHNOLOGIES	\$6,200.00
78372	CROELL INC	\$1,385.65
78373	DEBOEST CONCRETE CORP	\$3,000.00
78375	DON'S TRUCK SALES INC	\$421.91
78376	FLOYD CO MEDICAL CENTER CLINIC	\$304.00
78377	FLOYD COUNTY TREASURER	\$186.45
78378	FMC LANDFILL	\$51.60
78379	FOX STRAND (dba)	\$340.00
78380	FRIEDRICH PLUMBING & HEATING	\$534.94
78381	GRAINGER	\$694.84
78382	HOLDEN HILLEGAS/H&R LAWN CARE	\$5,555.00
78383	HAWKINS INC	\$9,070.10
78384	HEIMAN FIRE EQUIPMENT	\$2,040.39
78385	HEWETT WHOLESALE	\$257.90
78386-78387	IDOT-CASHIER'S OFFICE	\$712.55
78388	IN CONTROL INC.	\$2,582.83
78389	IOWA CODIFICATION INC	\$343.00
78390	IOWA ONE CALL	\$142.20
78391	IOWA PARKS & REC ASSOCIATION	\$300.00
78392	IOWA PRISON INDUSTRIES	\$501.60
78393	ITRON INC	\$6,392.81
78394-78395	JENDRO SANITATION SERVICES	\$52,513.78
78396	KEYSTONE LABORATORIES	\$985.91
78397	KIRKWOOD COMM COLLEGE	\$140.00
78399	LEAF	\$134.67
78400	LESSIN SUPPLY COMPANY	*VOID
78401	LESSIN SUPPLY COMPANY	\$658.48
78402	MARCO TECHNOLOGIES LLC	\$1,080.00
78403	MARCO	\$134.36
78404	MERRITT COMPUTER SERVICE INC	\$3,730.00
78405	MICK GAGE PLUMBING & HEATING	\$575.00
78406	MIKE MOLSTEAD MOTORS INC	\$1,019.03
78407	NAPA AUTO PARTS	\$31.98
78408	NCL OF WISCONSIN	\$268.42
78409	NEB-IA INDUSTRIAL FASTENERS	\$285.41
78410-78411	NEWBAUER INC	\$466.35
78412	NIACOG	\$17,412.10
78413	NOAH,SMITH,SCHUKNECHT & SLOTER	\$3,388.03
78414	NORTH IOWA LAWN & SPORTS	\$400.05
78415	OTTO'S ENTERPRISES LLC	\$3,803.53
78416	POSTMASTER	\$1,200.00
78417	QUILL CORPORATION	\$28.08

78418	RAPID PRINTERS/OFFICE WORLD	\$115.98
78419	ROCKMOUNT RESEARCH & ALLOYS	\$461.72
78420	SADLER POWER TRAIN INC	\$71.40
78421	SURVEYING AND MAPPING LLC	\$450.00
78422	SHERWIN-WILLIAMS CO	\$132.11
78423	SISSON & ASSOCIATES INC	\$1,632.00
78424	STERICYCLE INC	\$48.15
78425	TERRI NOVAK	\$158.13
78426	TP ANDERSON & COMPANY PC	\$8,000.00
78427	TRUDY O'DONNELL	\$75.58
78428	UNITED STATES CELLULAR	\$978.59
78429	USA BLUEBOOK	\$375.41
78430	WEX BANK	\$10,958.54
78431	WICKS CONSTRUCTION INC	\$537,182.20
78432	WILSON CUSTOM TREE	\$32,380.00
78433	WISCONSIN INDEPENDENT NETWORK	\$1,200.00
78434	ZIEGLER INC	\$394.99
78435	BREITBACH OFFICE LLC	\$25.00
ELEC	TREASURER STATE OF IOWA	\$20,121.28
ACH	IA WORKFORCE DEVELOPMENT	\$4,865.50
ACH	COLLECTION SERVICE CENTER	\$211.84
ACH	EFTPS (PAYROLL TAXES)	\$30,520.03
ACH	EVELYN NEAL	\$23.04
ACH	FAMILY COMM CREDIT UNION	\$1,683.00
ACH	ICMA MEMBERSHIP RENEWALS	\$2,544.85
ACH	JACKIE FERCH	\$16.00
ACH	BANCORPSV	\$588.52
ELEC	BUSINESS CARD	\$4,843.95
ACH	CARMEN RAMSAY	\$17.60
ELEC	FIRST CITIZENS-CC	\$263.36
ACH	KABRICK DISTRIBUTING CO	\$163.00
ACH	IMAGETEK OPERATIONS LLC	\$496.00
ACH	LADONNA NORRIS	\$8.32
ACH	MAVIS BEENEN	\$7.68
ACH	UMB BANK	\$16,825.00
ACH	VICKI INMAN	\$37.50

TOTAL: \$1,006,320.22

Receipts-Gen-86556.52;P/R C/I-5218.62;H/M-203.82;RAGBRAI-1311.84;RUT-115990.03;EmpBen-24599.83;CVTC-3941.51;Emerg-1459.33;OptTx-193974.59;TIF-9202.77;AmerResFnd-3438.84;FGP-13816.68;PubHous-156819.20;Sect8-78285.82;DebtServ-10152.18;'21CapFnd-35501.04;CWBridge-848.02;IPC-3000.00;Water-267728.50;Wastewater-185283.56;WasteFnd-58444.24;Transit-4281.78;SWU-17015.31;FireExt-173.50

Expenditures-Gen-336392.97;RAGBRAI-3840.00;RUT-66643.33;EmpBen-132314.86;CVTC-4115.39;LibrTr-434.12;FGP-19981.45;PubHous-76107.20;Sect8-76171.74;Cable-420.00;StreetRelC/I-1668.00;'21CapFnd-35501.04;IPC-7756.78;Water-111706.70;WaterLoopProj-3123.39;ClearWell- -

2937.23;Wastewater-83270.26;WWTPExp-1947.50;WasteFnd-60237.27;Transit-38672.97;SWU-8166.64;FireExt-97.41

Business of the Mayor - A request has been received to light the water tower in teal on Thursday November 3 for Alzheimer's Awareness. He will be attending some meetings on Thursday and Friday for leadership. A proclamation has been requested for Alpha Delta Kappa month for October. Sandy Pleggenkuhl was present to accept the proclamation. Motion by Freeseaman, second Pittman to approve the proclamation. Ayes - 5. Mayor Andrews read the proclamation.

Mayor Andrews opened the public hearing on the permanent easements for Omnitel. Affidavit of publication dated 10/7/22 was informally filed. Mayor 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 engineer Fallis explained the locations of these 5 easements, being located in the 100, 200, 300 and 500 blocks of Main Street. There are no alleys in this area so that is why these easements are required. Omnitel is paying \$200 for each lease. Council member Freeseaman introduced Resolution 116-22 entitled, "RESOLUTION APPROVING 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, Freeseaman, Pittman, Knighten. Nays-none.

We have received an agreement from SEH for construction administration services for the clear well project. They will provide the administration work for a lump sum fee of \$119,400 and the construction observation and staking fess for an hourly not to exceed amount of \$136,000 and \$8,900 respectively. Council member Starr introduced Resolution 117-22 entitled, "RESOLUTION APPROVING ENGINEERING SERVICES AGREEMENT WITH SHE FOR CONSTRUCTION ADMINISTRATION SERVICES FOR THE CLEAR WELL PROJECT, CHARLES CITY, IOWA" 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

Council needs to set a public hearing on the lease/purchase option with Pure Prairie Farms for the north block of Main Street. This is needed to have proper access to the loading docks that will be part of the expansion project at this facility. Lease payment will be \$22,000/year for three years. At the end of the lease, PPF will have the irrevocable option to buy this parcel for \$100,000 less any lease payments at the end of the three year lease. Pure Prairie's lenders need assurance that they will have access to their loading docks in order to grant the loan. There will be no actual construction on the street. The city will then receive the previous railroad property that borders the previous Lane Street upon the sale of the section of Main Street. A public hearing has been scheduled for November 7. Council member Starr introduced Resolution 118-22 entitled, "RESOLUTION SETTING PUBLIC HEARING ON PROPOSED CONVEYANCE OF LEASE AND OPTION TO PURCHASE REAL ESTATE OWNED BY THE CITY OF CHARLES CITY TO PURE PRAIRIE FARMS, INC." 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 the next meeting will be a planning session on October 26 at 6:00 pm She also reported that one of the Iowa League of Cities budget workshops will be held here in Charles City on November 15. If any council members want to attend, they can let Trudy know and she will get them registered.

City administrator Diers reported that we have hired Marty Parcher as the interim fire chief. The Foster Grandparent program is holding a fundraiser at Pizza Ranch tonight. We have also added the Mason City public schools to our FGP program. We are looking for new transit drivers to help cover a recent retirement and to have subs available. We have a sample Main Street sign for council to look at and give feedback. The latest version of the unified development ordinance has been distributed to the council to review. Planning and zoning is holding the public hearing on this at their meeting on October 20.

Council member Lumley commented that there are still several EMS public information meetings scheduled. He also shared a positive comment he received on the tree trimmer the city hired to take down some city trees, this resident was very impressed with the good job done. Mayor Andrews commented that he and a Floyd County supervisor attended a meeting today with the school superintendent to discuss Justin DeVore's role and how the three entities may share in funding that. Council member Freeseaman reported that he attended the ambassador's visit to the Charles City Foster Grandparent program on their 50th anniversary.

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

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk