

UNAPPROVED MINUTES
Earlham City Council Meeting
March 12, 2018

The Earlham City Council met in regular session on Monday, March 12, 7:00 p.m., at Earlham City Hall. Mayor Lillie called the meeting to order and the following answered roll: Fredericksen, Griswold, Payne, Petersen, Swalla. Also present: Clerk Hibbs, Police Chief Heimdel, Public Works Supervisor Coffman, Library Board Member Craig Black.

1. Approval of Agenda

Motion by Fredericksen, second by Swalla, to approve agenda.

Roll: Ayes – unanimous. Motion passes.

Motion by Fredericksen, second by Petersen, to remove item d. from consent agenda and move to New Business.

Roll: Ayes – unanimous. Motion passes.

2. Public Hearings

a. City of Earlham Budget for FY 2019

Mayor Lillie declared public hearing open at 7:02 p.m. Clerk reported there were no written or oral comments received at City Hall. Petersen asked if there were any changes. Clerk stated budget as presented was approved by Finance Committee. No comments from public during hearing.

Motion by Fredericksen, second by Payne, to close public hearing

Roll: Ayes – unanimous. Motion passes. Public Hearing closed at 7:04 p.m.

b. Status of Funded Activities on the Earlham Housing Sustainability Project

Mayor Lillie declared public hearing open at 7:05 p.m. Becky Nardy from SICOG reported on the background, current status, remaining work, changes to project scope and other information on the Community Development Block Grant (CDBG), contract number 16-HSG-019. There were no written or oral comments received either at SICOG or City Hall. No comments from public during hearing.

Motion by Griswold, second by Swalla, to close public hearing

Roll: Ayes – unanimous. Motion passes. Public Hearing closed at 7:09 p.m.

3. Public Forum – None

4. Consent Agenda:

a. Minutes of February 12, 2018 Council meetings

b. March 12, 2018 Treasurer's report

c. March 12, 2018 Claim & Receipts report

d. Resolution No 18-09, A Resolution Setting Wages for Earlham Public Library Director Effective February 21, 2018

Motion by Petersen, second by Payne, to approve consent agenda with exemption of item d. which was earlier moved to New Business.

Roll: Ayes – unanimous. Motion passes.

5. Boards, Commission, Committee Reports

a. Municipal Enterprise

Chairperson Fredericksen stated water rates will rise \$0.15 per thousand gallons due to price increase from Des Moines Waterworks passed down to Madison Water District. Sewer rates will increase 3% July 1st as per the 2017 Integrated Plan

b. Finance

Chairperson Griswold stated final budget numbers were discussed, including backhoe amount and where to budget it. This will come out of General, Water, Sewer and RUT. Committee recommended sending budget to Council for approval

6. Department Reports

a. Public Works - Gary Coffman, Public Works Supervisor

Coffman reported on snow removal, ice rink tear-down, and stated all water meters are currently working. Spoke with Caliber Concrete regarding standing water near curbs and corners on Chestnut. They will fix as their work is still under warranty. Met with Mike Anthony from Shive Hattery on the lagoon project. Coffman suggested Municipal Enterprises Committee meeting with Anthony to discuss timing for flow meters in sewer lines and sump pump project. Coffman said they have been trying to get samples from LPB when they are cooking.

b. Police - Police Chief Jason Heimdal

Attended First Responder appreciation dinner; was interviewed by Boy Scout for badge; transported a prisoner, who we had a warrant for, from Polk County to Madison County Jail; students came and job shadowed. Reported the Explorer needed a new battery, and the new car will be ready to go next week. Mayor requested the department keep an eye on “mudding” activities at Gendler Park.

7. OLD BUSINESS

a. Urban Revitalization Plan/Tax Abatement update – Clerk Hibbs

Hibbs stated according to Simmering-Cory the first draft of the URP has been completed. She sent requested information to them in order for them to finalize the draft.

b. Update on possible purchase of 150 S Chestnut Avenue – Consider approval of Resolution No. 18-10, Granting Authority to Mayor Jeff Lillie to Negotiate the Terms of the Purchase of 150 S. Chestnut Avenue, Earlham, Iowa.

Mayor said the realtor has talked with the owner and gave him an informal offer. Owner wants to put this off several months as he wouldn't be able to close before October. Discussion on maximum amount council would be willing to pay for property.

Motion by Payne, second by Petersen, to approve Resolution No. 18-10, Granting Authority to Mayor Jeff Lillie to Negotiate the Terms of the Purchase of 150 S. Chestnut, as amended, not to exceed \$101,000.

Roll: Ayes – unanimous. Motion passes.

c. Update on 250 SW 2nd water leak investigation – Consider approval of motion to forgive sewer portion of bill for 250 SW 2nd due to leak.

Mayor reported he and Boyle inspected basement drain and suspected it to be a tile line. Mayor made determination water did not go into sewer. Recommends forgiving sewer portion of bill for the water leak.

Motion by Petersen, second by Swalla, to approve motion to forgive sewer portion of bill for 250 SW 2nd water leak.

Roll: Ayes – unanimous. Motion passes.

8. NEW BUSINESS

a. Consider approval of First Reading of Ordinance No. 397, Amending Chapter 92 of the Earlham Code of Ordinances, Water Rates

Water increase is due to \$0.15 per 1000 gallons increase passed on to us from the Des Moines Water Work Works.

Motion by Griswold, second by Fredericksen, to approve First Reading of Ordinance No. 397, Amending Chapter 92 of the Earlham Code of Ordinances, Water Rates

Roll: Ayes – unanimous. Motion passes.

- b. Consider approval of First Reading Ordinance No. 398, Amending Chapter 99 of the Earlham Code of Ordinances, Sewer Service Charges.
Fredericksen requested item be tabled until amended to include section stating an annual 3% rate increase will be implemented until at least 2023, as was agreed on by the Municipal Enterprises Committee.
- c. Consider approval of Resolution No. 18-08, Adopting the City of Earlham Budget for FY 2019.
Motion by Griswold, second by Petersen, to approve Resolution No. 18-08, Adopting the City of Earlham Budget for FY 2019.
Roll: Ayes – unanimous. Motion passes.

Moved from consent agenda

- d. Consider approval of Resolution No. 18-09, Setting Wages for Earlham Public Library Director Effective February 21, 2018.
Fredericksen stated he believed this should go before Human Resources Committee. Mayor explained the wage offer of \$42,500 is more than the amount which was budgeted. Hibbs explained the Library Board sets the wages and Council approve budget. Mr. Black stated the board originally thought they would be paying around \$37,000 for an uncertified librarian and then increase to low \$40s when certified, but hired someone with a master's degree. He was asked if this was the going wage for a full-time library director in similarly sized towns. He replied it was. There will probably need to be a budget amendment for this this year as more is being spent on the director's salary than budgeted. Mayor explained Library Board recently turned over the stewardship of \$31,257.77 in CDs to the City. Hibbs explained there will be more income due to interest from Library CD's. Options were discussed.
Motion by Griswold, second by Swalla, to amend this year's budget to compensate for the library director salary, and to approve Resolution No. 18-09, Setting Wages for Earlham Public Library Director Effective February 21, 2018.
Roll: Fredericksen-aye; Griswold-aye; Payne-nay; Petersen-aye; Swalla-aye. Motion passes.
9. Mayor's Report - none
10. Clerk's Report – request to add bills, which did not make packet deadline before the meeting, to the amended Approved Claims List presented to Council at the meeting. Consensus of council to try this and see how it works.
11. Council comments/discussion – Petersen started discussion on Fire/Rescue stipend increase for the FY17-18. He asked if fire/rescue stipends were paid to those members who requested these payments. Hibbs said she would check with Chief Boyle and Captain Hopp to clarify the matter.
12. Adjourn
Motion by Fredericksen, second by Swalla, to adjourn.
Roll: Ayes – unanimous. Motion passes.

Being there was no further business, meeting was adjourned at 8:33 p.m.

Jeff Lillie, Mayor

Attest: _____
Mary Sue Hibbs, Clerk/Treasurer