

**Earlham City Council Meeting**  
**August 13, 2018**

The Earlham City Council met in regular session on Monday, August 13, 2018, at Earlham City Hall. Mayor Lillie called the meeting to order at 7:00 p.m. and the following answered roll: Fredericksen, Griswold, Payne, Petersen, Swalla. Staff present: Clerk Hibbs, Police Chief Heimdal, Public Works Superintendent Coffman.

1. Approval of Agenda

Hibbs requested item 4g be deleted from consent agenda.

**Motion by Fredericksen, second by Payne to approve agenda.**

**Roll: Ayes - unanimous. Motion passes.**

2. Public Hearing – Earlham Urban Revitalization Plan

Mayor Lillie declared the public hearing open at 7:01 p.m.

- Dusky Terry encouraged the Council to think about what type of growth they wanted. He felt slow steady growth is best for Earlham. Surrounding communities had explosion in growth that they were not able to control. Consider how much growth and where. Mayor responded the Council intent is to hopefully spur growth in current empty lots in town. New growth is meant to be within current infrastructure. Terry asked if abatement is for residential only. Mayor said it was for both residential and commercial. Terry said the plan states residential and multi-residential. Mayor said the current plan is for both and the intent was for both residential and commercial. He said we will double-check on that.
- Andy Arnborg said school district is losing students and cannot achieve growth by just building within current city limits. We need to look at new subdivisions. He agrees with slow growth but we cannot dismiss extending city limits for growth. He stated residential growth spurs commercial growth.
- Gentry Smith is all for controlled growth. Asked what lessons have been learned from other communities and how can they be prevented or looked out for. Mayor stated some of the subdivision in Adel have rural water and septic tanks, with the city providing garbage and recycling. They have outgrown their water and sewer systems. As a city, we also have to look out for the schools interest so what happened in Waukee, with endless building of schools, doesn't happen in Earlham. Coffman mentioned we are looking ahead with new water tower and future lagoon improvements.

Clerk Hibbs stated there were no written or oral comments received at City Hall.

**Motion by Petersen, second by Swalla, to close public hearing.**

**Roll: Ayes – unanimous. Motion passes. The public hearing closed at 7:30 p.m.**

3. Public Forum – Amanda Smith, Devin Smith, Arlo Stanley, Cece Stanley, Jaxon Speedling addressed council. Amanda said she would like to add a pizza swing at the city park then more kids would use park. Group showed picture of a pizza swing. Jaxson said they raised money and his suggestion is for pizza swing, a rock climbing wall, and a spider web to climb on. They sold pink lemonade and fresh vegetable and raised \$232.90. Mayor asked them if they would come to Park and Recreation Committee meeting to tell them their ideas. Gentry Smith was the adult accompanying them. Mayor said she could get together with Coffman to source the item and come up with cost. Kids would be willing to raise more money. Ms. Smith said they would be willing to set a goal and go from there.

4. Consent Agenda:

- a. Minutes of July 9, 2018 Council meeting
- b. August 13, 2018 Treasurer's report
- c. August 13, 2018 Claim & Receipts report
- d. Approve 2018 renewal of Liquor License for Hometown Market
- e. Appoint Leslie Winey to the Planning & Zoning Commission
- f. Re-appoint Gary Arnborg to the Board of Adjustment, term ending 6/30/23

**Motion by Griswold, second by Payne, to approve consent agenda**

**Roll: Ayes - unanimous. Motion passes.**

5. Boards, Commission, Committee Reports

a. Planning & Zoning Commission

No one from Commission present. Hibbs briefly went over the meeting minutes. Consensus for Clerk to contact the engineer to see how he wants to proceed. Possibly have him put together something based on Committee recommendations, and then meet with P&Z.

**Motion by Petersen, second by Frederick to accept P&Z recommendation to draft a townhome section of building code.**

**Roll: Ayes – unanimous. Motion passes.**

b. Municipal Enterprises Committee

Fredericksen said they talked about painting the water tower, but decided not to if we're just going to replace it in several year. Discussed power washing. Noted no one noticed the mildew except during football season. Griswold said this was a waste of money if we are planning on a new tower. Set August 29, 2018, for next Municipal Enterprise meeting to discuss funding. Coffman said new tower cost estimate \$900,000. Both Travis Squire from PiperJaffray and Mike Anthony from Shive Hattery will be in attendance at the August 29<sup>th</sup> meeting.

6. Department Reports

a. Public Works - Gary Coffman, Public Works Supervisor

Coffman reported on: mowing, tree trimming, pool inspection, pool deck crack patching has held up, watering new trees in park, fixed several street lights, Gendler bush-hogged, valve turner is in town, sidewalks fixed, stump grinding. He found one water leak in town (10,000 gallons/day) but thinks there is still a leak. Continues to look for it. Sump pump inspections are about half way done. Got new mower and saved \$6,000 off of budgeted amount. Got the new sander and getting ready to sell old one. Found the back hoe he wants, but hasn't taken possession yet. Shive Hattery hasn't moved flow meters since we haven't had any rain.

b. Police - Police Chief Jason Heimdal

Attended class at Madison County Court House and did courtroom class on how to make better cases to help them win their cases. Received complaints on smell at LPB. He talked to them today and they said there wasn't any reason for a smell there. He couldn't smell anything at the time. Bricker Price is going to do a One Mile Beer Run as a fundraiser on September 29<sup>th</sup>. Reported that last week Officer Sand assisted Madison County with a high speed chase, hit loose gravel on highway and put car in ditch. Waiting to hear from insurance company if the car is totaled.

7. OLD BUSINESS

- a. Discussion and possible action on 150 S Chestnut property and possible financing options – LOST  
Hibbs stated the auditors suggested using LOST fund for purchase of this property if it's coming in at under \$100,000. Current LOST funds total approximately \$240,000. Mayor said he is going to hold them to October 1<sup>st</sup> closing date, as the signed purchase agreement states. City/fire department will re-side building after receiving possession, depending on 3-5 year timeline for construction.

8. NEW BUSINESS

- a. Consider approval of Resolution No. 18-25 Adopting the Earlham Revitalization Plan.  
Intent of Council is for the Plan to include commercial property for tax abatement.

**Motion by Griswold, second by Petersen, to approve Resolution No. 18-25 Adopting the Earlham Revitalization Plan, contingent that commercial property is included for tax abatement.**

**Roll: Ayes - unanimous. Motion passes.**

- b. Consider approval of Ordinance No. 401 Designating the Earlham Urban Revitalization Area  
Discussion on question of possible annexation.  
**Motion by Petersen, second by Swalla to approve Ordinance No. 401 Designating the Earlham Urban Revitalization Area**  
**Roll: Ayes - unanimous. Motion passes.**
- Motion by Griswold, seconded by Payne, to waive the Second and Third Readings of Ordinance No. 401.**  
**Roll: Ayes - unanimous. Motion passes.**
- c. Consider approval of Resolution No. 18-26 FY2018 Street Finance Report  
**Motion by Payne, second by Fredericksen, to approve Resolution No. 18-26 FY2018 Street Finance Report**  
**Roll: Ayes – unanimous. Motion passes.**
- d. Consider approval of Drawdown #4 – CDBG Housing Rehabilitation Program  
**Motion by Griswold, second by Fredericksen, to approve Drawdown #4 – CDBG Housing Rehabilitation Program**  
**Roll: Ayes - unanimous. Motion passes.**
- e. Consider approval of request from 455 NE Sycamore for sewer credit due to hose left running.  
**Motion by Fredericksen, second by Swalla, to approve request from 455 NE Sycamore for a sewer credit in the amount of \$108.35, as calculated by Utility Billing Clerk.**  
**Roll: Ayes - unanimous. Motion passes.**
- f. Discussion on giving Mayor authority to appoint members to an Earlham development committee. Earlham Community School Board Member Jan Fletcher and Superintendent Mike Wright addressed the Council on this subject. Mayor stated he has been speaking with Mr. Fletcher and Mr. Wright on how to spur growth. Jan Fletcher said school gets calls when people want to move to Earlham but they can't find homes. Committee could address this issue and put together information for potential residents. He suggested committee meet with someone who has done this type of thing before. Superintendent Mike Wright stated the district was growing when he came in 2008, but the housing market crashed and growth was not sustained. There has been a steady decline in enrollment. State funding cost per pupil is going down. Headcount is essential for school funding. He felt a reasonable city population goal is 2000 people. School could take about 100 more students right now without doing anything. Mayor stated we need to establish how many on committee. Suggestions: representative from school and city, a realtor, banker, business and home owners. Minimum of 6 members. Discussion on whether should be official city committee or just a group of citizens. Fletcher suggested we obtain some type of consultant to help get committee started. Hibbs said she might be able to find someone to help in that capacity from possibly Iowa League of Cities or Iowa State Extension to help set goals for group. Maybe consultant can talk to a few people to get going.  
**Motion by Fredericksen, second by Swalla, to grant Mayor authority to appoint members to a development committee once it is in place.**  
**Roll: Ayes – unanimous. Motion passes.**
- g. Discussion and possible action on wording of Chapter 66.05 Truck Routes in 2017 Earlham Code of Ordinances  
Hibbs explained in the printing of the 2017 Earlham Code of Ordinances, Chapter 66.05 (1) states designated truck routes should be used but doesn't list the streets as was done in the 2007 Code. She asked if Council wanted the specific streets listed. Consensus was to have Iowa Codification change the wording to include specific streets on the truck route.

- h. Consider approval of request from Bricker-Price for possible variance on sound ordinance for August 17, 2018 outdoor event.  
No action taken as event will now be indoors.

9. Mayor's Report - none

10. Clerk's Report – Hibbs mentioned Earlham's 150<sup>th</sup> Anniversary will be in 2020. Auditors were here this week. Hibbs stated Auditors offered to complete the FY 2018 Annual Financial Report for \$500. Following the audit, they have all the numbers they need and can do it in about an hour or two. Consensus of Council to let Faller, Kincheloe & Company complete the FY 2018 AFR.

11. Council comments/discussion - none

12. Adjourn

**Motion by Fredericksen, second by Payne, to adjourn.**

**Roll: Ayes – unanimous. Motion passes.**

Being there was no further business, the meeting was adjourned at 8:58 p.m.

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Jeff Lillie, Mayor

Attest: \_\_\_\_\_  
Mary Sue Hibbs, Clerk/Treasurer