

**Unapproved Minutes
Earlham City Council Meeting
December 9, 2019**

The Earlham City Council met in regular session, on Monday, December 9, 2019, at Earlham City Hall. Mayor Lillie called the meeting to order at 7:02 p.m. and the following answered roll: Griswold, Payne, Petersen, Swalla. Absent: Frederickson. Also present: Clerk Hibbs, Police Chief Heimdal, Public Works Supervisor Coffman, Fire Chief Boyle, and council member elect Andrew Baskin.

Swearing in of new Council Members and Mayor. Clerk Hibbs swore in Mayor Jeff Lillie and new Council Member Andrew Baskin.

1. Approval of Agenda

Motion by Griswold, second by Petersen, to approve agenda.

Roll: Ayes – unanimous. Motion passes.

2. Public Forum - none

3. Consent Agenda:

a. Council meeting minutes for November 11 & 25, 2019

b. Treasurer's Report for December 9, 2019

c. Claims and Receipts Report for December 9, 2019

Motion by Swalla, second by Payne, to approve consent agenda.

Roll: Ayes – unanimous. Motion passes.

4. Boards, Commission, Committee Reports - none

5. Department Reports

a. Public Works - Gary Coffman, Public Works Supervisor

Coffman reported on the following: Park has been mowed and leaves picked up; Christmas decorations are up; new handle on city hall front door; leak in police department ceiling fixed; the Bobcat was leaking hydraulic fluid but is now back; purchased sand for snow as well as cold-patch; yellow truck was leaking transmission fluid and currently in shop.

b. Police Department – Chief Jason Heimdal

Report included: provided extra security for playoff game at high school; met with Dallas County Communication department regarding new radios; took the voting results to the county courthouse on election night; Chief acquired his firearm recertification; new tires on Charger; permission given for horse drawn carriage from 5-7pm on New Years Eve at Bricker Price.

c. Fire Department – Chief Shawn Boyle – Mutual Aid 28E Agreement

Chief Boyle explained the purpose of the Mutual Aid 28E agreement. Stated this allows Earlham department to go to surrounding communities in need of additional help during a fire/emergency. Chief said he dispatches personnel and equipment, but will not leave Earlham unprotected. Stated nothing really changed from previous 28E agreement except updated wording.

6. OLD BUSINESS

a. Discussion on double frontage street fences and possible referral to Planning & Zoning Commission for code change

Council directed Hibbs to call for a Planning & Zoning meeting to review this issue and make a recommendation to the Council. Hibbs will contact city attorney to determine which chapter of Code should be amended – fences or double frontage lots.

7. NEW BUSINESS

- a. Consider approval of Resolution No. 19-48 Approving the Application for Tax Abatement 750 NW Spruce Avenue, Earlham, Iowa
Motion by Griswold, second by Swalla, to approve Resolution No. 19-48 Approving the Application for Tax Abatement 750 NW Spruce Avenue, Earlham, Iowa
Roll: Ayes – unanimous. Motion passes.
- b. Consider approval of Resolution No. 19-49 Approving the Application for Tax Abatement 905 NE 4th Street, Earlham, Iowa
Motion by Petersen, second by Payne, to approve Resolution No. 19-49 Approving the Application for Tax Abatement 905 NE 4th Street, Earlham, Iowa
Roll: Ayes – unanimous. Motion passes.
- c. Consider approval of reduction of sewer bill due to water leak for 415 NW Poplar, Lot 17.
Motion by Griswold, second by Swalla, to approve reduction of sewer bill due to water leak for 415 NW Poplar, Lot 17 in the amount of \$285.24.
Roll: Ayes – unanimous. Motion passes.
- d. Discussion and possible action on Professional Services Agreement with Shive-Hattery, Inc. This will be tabled. Mayor will contact Scott Lee from Shive-Hattery (could not attend due to illness). Council doesn't want to do anything at this time. Action died due to lack of motion.
- e. Discussion on United HealthCare insurance renewal
Hibbs stated we received renewal information, however, our agent from Holmes-Murphy is working on finding us a better policy. If needed, a Human Resource Committee meeting will be held to discuss further
- f. Consider approval/authorizing Mayor to signs Construction Contract – Water Tower
Motion by Griswold, second by Payne, to approve authorize Mayor to sign Construction Contract for the new water tower.
Roll: Ayes – unanimous. Motion passes.

8. Mayor's Report - none

9. Clerk's Report

Hibbs stated a FY20 Budget amendment will be ready for approval at Feb 10th meeting. She also explained the new public hearing and resolution necessary for the FY21 budget process, in addition to the public hearing already held prior to approval. She distributed a tentative schedule for FY21 Budget council workshops

10. Council comments/discussion

Discussion on re-doing committee members for the coming year.

11. Adjourn

Motion by Swalla, second by Griswold, to adjourn.

Roll: Ayes – unanimous. Motion passes.

Being there was no further business, meeting was adjourned at 7:56 p.m.

Jeff Lillie, Mayor

Attest: _____
Mary Sue Hibbs, Clerk/Treasurer