

**UNAPPROVED MINUTES**  
**Earlham City Council Meeting**  
**January 11, 2021**

The Earlham City Council met in regular session on Monday, January 11, 2021, 7:00 p.m. This meeting was conducted via Zoom, originating in City Hall, as required by law. Mayor Lillie called the meeting to order at 7:07 p.m. and the following answered roll: Baskin, Fredericksen, Payne, Petersen, Swalla. Staff present: Clerk Hibbs, Public Works Supervisor Coffman, Police Chief Heimdal. Also present: Fire Chief Shawn Boyle and Rescue Captain Blake Boyle.

1. Approval of Agenda  
**Motion by Swalla, second by Baskin, to approve agenda.**  
**Roll: Ayes - unanimous. Motion passes.**
2. Public Forum – None
3. Consent Agenda:
  - a. Council meeting minutes for December 14, 2020
  - b. Treasurer’s Report as of December 31, 2020
  - c. Claims and Receipts Report for January 11, 2021
  - d. Consider approval of Resolution No. 21-01 Designation of The Earlham Echo and the Winterset Madisonian as the Official Newspapers for the City of Earlham, Iowa, for 2021.
  - e. Consider approval of Resolution No. 21-02 Approving the Mayor’s Appointment of The Law Firm of Peer, Nelson, & Braland as City Attorney for the City of Earlham for 2021.
  - f. Consider approval Resolution No. 21-03 Designating Earlham Savings Bank and Piper Sandler & Co. as Depositories for Public Funds Belonging to The City of Earlham, Iowa, for 2021.
  - g. Consider approval of Mayor’s appointment Catherine Mullin new member of The Earlham Public Library Board  
**Motion by Petersen, second by Fredericksen, 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  
Snow removal and snow truck repair. Light pole in 100 block of S Chestnut blew over in wind storm. Bolts were rusted and broke. He said this might happen to other poles due to salt from streets. Flashing light on Walnut fixed. Meters installed; Christmas decorations taken down; has been working on budget; stop signs were ordered. He suggested putting note in Echo and on social media notifying residents of the new stop signs. Council felt this was a good idea. Coffman stated the ground isn’t frozen under the snow, so he can put the pole in next week. The fence is up at the water tower and they are now working on punch list, including re-adjusting the light on the tower. Coffman offered a tour of the inside of the water tower to council members. He also stated he has received a quote on re-surfacing pool shell. Will present this with his budget. Also asked about items on the sidewalk next to Bricker Price. Mayor said he will talk to her about moving items.
  - b. Police Department – Chief Jason Heimdal  
New car is back from install and detailing. It blew a hose and was take to dealer and has been fixed. Had the radar remote replaced in the old car. Has done several inspections on UTVs for the permit. Many of them do not have fenders, so he tells them to place the sticker on the left rear of the vehicle.
  - c. Rescue – Blake Boyle, Captain – Annual Report  
Captain Boyle stated this was a very challenging year with COVID-19: learning about it; training & meetings had to be cancelled; keeping PPE on hand. Responded to 196 calls and stand by events in 2020. Average response time from page to scene was 8.76 minutes. 14 members (7 EMTs, 3RNs, 4 Paramedics) on squad and one driver. 317.75 hours of virtual training, not including 1520 hours for Jacob Royster Paramedic School. Boyle mentioned members have received their first dose of COVID vaccination. He thanked Dave Hopp was his past 25 years as Rescue Captain.

- d. Fire – Shawn Boyle, Chief – Annual Report  
Chief Boyle stated it was also a challenging year for the Fire Department, with many Zoom meetings in response to the weekly Governor’s Proclamations. Responded to 83 calls, taking an average of 8.33 fire fighters on every call. 21 active members (FF1s, FF2s, and 2 certified trainers). Monthly in-house, 2-hour training sessions. In total, members had 1194 hours of training, including virtual and online. Recently, members have been calling who tested positive for COVID or are quarantined. Face mask are now required at station, in apparatus, and on fire calls/department functions. Department had to cancel most of its public functions this year, with exception of Freedom Fest.

6. OLD BUSINESS - none

7. NEW BUSINESS

- a. Consider approval of Mayor’s re-appointment of Shawn Boyle as Fire Chief, and appointment of Blake Boyle as Rescue captain.

Mayor Lillie thanked both Chief Boyle and Captain Boyle for this service, especially in 2020. He considers this as one of the great honors of his job.

**Motion by Swalla, second by Payne, to approve Mayor’s re-appointment of Shawn Boyle as Fire Chief, and appointment of Blake Boyle as Rescue captain.**

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

*Mayor said if there was no objection, the following three ordinances will be considered as one motion. Hibbs briefly explained the legislative changes that prompted these ordinances. She stated she checked with City Attorney Braland and he verified these were necessary to amend Earlham’s Code.*

- b. Consider approval of First Reading of Ordinance No. 424, Amending the Code of Ordinances of the City of Earlham, Iowa, by Amending Provision Pertaining to Animal Control’  
c. Consider approval of First Reading of Ordinance No. 425, Amending the Code of Ordinances of the City of Earlham, Iowa, Amending Provisions Pertaining to Standard Penalty.  
d. Consider approval of First Reading of Ordinance No. 426, Amending the Code of Ordinances of the City of Earlham, Iowa, by Amending Provision Pertaining to Tobacco Use.

**Motion by Fredericksen, second by Baslom, to approve First Reading of Ordinance Nos. 425, 426, and 427 Amending the Code of Ordinances of the City of Earlham, Iowa, by Amending Provision Pertaining to Animal Control, Standard Penalty, and Tobacco Use, respectively.**

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

- e. Consider motion to waive Second and Third Readings of Ordinances No. 424, 425, and 426, and approve.

**Motion by Baskin, second by Swalla, to waive the Second & Third Readings of Ordinance Nos. 424, 425, and 426, Amending the Code of Ordinances of the City of Earlham, Iowa, and to approve**

**Roll: Ayes – unanimously. Motion passes. Ord. Nos. 424, 425, and 426 are approved.**

- f. Re-Set date and time for Public Hearing on Approval of FY22 Budget for March 8, 2021.  
Hibbs explained this Public Hearing was set last month for February 8, 2021. However, the Max Levy Public Hearing is that same date, and they cannot be on the same agenda.

**Motion by Swalla, second by Payne, to re-set the date and time for Public Hearing on Approval of FY22 Budget for March 8, 2021.**

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

- g. Set date and time for Public Hearing on Approval of FY21 Budget Amendment for February 8, 2021  
**Motion by Payne, second by Petersen, to set the date and time for Public Hearing on Approval of FY21 Budget Amendment for February 8, 2021.**

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

- h. Discussion, and possible action, for memorial for Dwight Stearns  
Chief Heimdal stated, because of his many years of service to the City of Earlham, the family wished to name the stage in the City Park in his memory. Consensus of Council was that this is a good idea. Mayor suggest possibly naming the stage “The Dwight Stearns Memorial Stage.” Sometime this summer, at one of the earlier events in the park, or possible during Freedom Fest, the stage will be officially dedicated.
  - i. Discussion on downtown sound system.  
A community member addressed the Mayor on possibly getting an outdoor sound system similar to Winterset’s that could play music downtown. Mayor said on Street Sound Wireless.com the total initial investment would be approximately \$5,000 plus a monthly subscription fee. Council was interested but felt the cost was high. Discussion on whether or not to send to this to committee for further discussion. Consensus of council was to table this issue at this time.
8. Mayor’s Report  
All of his meetings have been virtual. “Tax revenue numbers going down...COVID numbers going up”.
9. Clerk’s Report
- a. Inquired about council chamber old sound system. Council isn’t interesting going out for bids.
  - b. Hibbs asked if City was going to require employees to get COVID vaccination. Council – no.
  - c. Since CARES (requiring employers to pay for employee time off due to being positive for COVID, or quarantine) ended December 31, 2020, did council want to continue to pay time off due to COVID. Mayor stated this would be at his discretion. Council agreed.
  - d. Hibbs informed Council that City Hall is still closed due to COVID. Council said that was fine.
  - e. Librarian asked about possible bonus for Library workers, since wage line item will be under budget for FY 20. Council - no.
  - f. Informed Council UB Clerk Amsden will be attending Iowa Municipal Professionals classes this next month virtually, in July face-to-face, and in the fall virtually.
  - g. Told Council if they had any question on the Max Levy report or the Levy Rate, to contact her.
  - h. Budget Committee Meeting will be Thursday, January 14<sup>th</sup> at City Hall at 6:30 p.m.
10. Council comments/discussion – none
11. Adjourn  
**Motion by Fredericksen, second by Petersen, to adjourn**  
**Roll: Ayes - unanimous. Motion passes.**

Being there was no further business, meeting was adjourned at 8:07 p.m.

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Jeff Lillie, Mayor

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