**UNAPPROVED MINUTES**

**Earlham City Council Meeting**

**May 9, 2022**

The Earlham City Council met in regular session on Monday, May 9, 2022, 7:00 p.m.at Earlham City Hall. Mayor Lillie called the meeting to order at 7:00 p.m. and the following answered roll: Baskin, Fredericksen, Mudge, Nelsen. Absent: Swalla. Also present: Clerk Hibbs, Police Chief Heimdal.

1. Approval of Agenda

**Motion by Baskin, second by Nelsen, to approve agendas.**

Mudge wanted to clarify the date of the truck at Gendler Park was July 5th, as she thought it was to be on July 4th. Hibbs stated she checked meeting minutes as well as recording, and stated they both said July 5th. Council agreed.

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

1. Public Hearing
	1. To review application for State Revolving Fund loan, environmental information document and City project plan.

Mayor Lillie declared the meeting open at 7:01 p.m. Linda Smith, Chairperson of the Madison County Historical Preservation Commission said they were contacted by the Iowa SRF and asked to comment on the proposed project to better assess the potential impact to the environment. She responded back to them there were none. Clerk Hibbs stated there were no written or oral comments received at City Hall. No other comments were offered during public hearing.

**Motion by Nelsen, second by Mudge, to close public hearing**

**Roll: Ayes - unanimous. Motion Passes. Public hearing closed at 7:04 p.m.**

1. Public Forum – None
2. Consent Agenda:
3. Council meeting minutes for 4-11-22 and 4-13-22 special session
4. Treasurer’s Report for 5-9-22
5. Claims and Receipts Report for 5-9-22
6. Consider approval of Iowa Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Hometown Market of Earlham for FY22-23
7. Consider approval of Iowa Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Casey’s marketing Company/DBS Casey’s #2644 for FY22-23

**Motion by Nelsen, second by Baskin, to approve consent agendas.**

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

1. Department Reports
2. Public Works - Gary Coffman, Public Works Supervisor

Hibbs read report from Coffman: Started mowing and trimming. Removed more ash trees, ground stumps, and reseeded. Hauled lime for ballfields. Talked to Blacktop Services about water backups in the street and this year’s project. Had new blower and motor installed at the lagoon. Opened both parks for the summer. Cleaned pool to have repairs done. Hopefully fill next week. Talked with Verizon. No timetable other than this summer. Still working on water tower lights. Getting ready to rebid the lagoon project. Sweeper is fixed and should be running it soon.

1. Police Department – Chief Jason Heimdal

Officer Stringham had 4 ride-a-longs with elementary students. Had a complaint on people not stopping at stop sign on Walnut, so they will be keeping an eye on that. Was at the door of the Open Prom to make sure nothing was brought in that shouldn’t be. Stated prom was quiet and there were no problems.

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1. UNFINISHED BUSINESS
	1. Consider approval of motion on request by Midwest Pullers Association for use of Gendler Park for event on July 5, 2022*.*

**Motion by Nelsen, second by Fredericksen, to approve request by Midwest Pullers Association for use of Gendler Park for event on July 5, 2022*.***

Baskin asked when they would be preparing ground. Brock said probably the week before. Chief Heimdal asked if there was anything he should do for this. Mayor said we will check as event gets closer.

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

* 1. 565 NW 2nd Street update on progress

Hibbs stated Jason from Veenstra & Kimm has been in conversation with homeowner. There are a few things left to complete and then Jason will be able to issue a certificate of occupancy.

* 1. Discussion and possible action on Council policies – Nelsen

Nelsen said he read the policy and nothing seemed to be outdated. It does need an electronic communications page. He will get together with Hibbs to work on this.

* 1. Trailer Park/mobile home information

Hibbs stated Earlham does not have a trailer park/mobile home zoning designation. This needs to be addressed with the new Comprehensive Plan.

* 1. Dollar General update

Hibbs shared the recent emails between Russ from Shive Hattery and Rusty with Dollar General

* 1. 235 SE 2nd Street progress update

Hibbs reported Jason from Veenstra & Kimm is having conversation with homeowner, so he is on it.

1. NEW BUSINESS
	1. Approve motion to direct Mayor to sign Iowa SRF Environmental Information Document.

**Motion by Fredericksen, second by Baskin, to approve motion to direct Mayor to sign Iowa SRF Environmental Information Document.**

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

* 1. Consider approval of Resolution No 22-21 Approving the Application for Tax Abatement for

290 Oak Avenue, Earlham, Iowa

**Motion by Mudge, second by Nelsen, to approve Resolution No 22-21 Approving the Application for Tax Abatement for 290 NE Oak Avenue, Earlham, Iowa**

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

* 1. Discussion on Planning & Zoning training/possible moratorium on rezoning until Comprehensive Plan is revised

Tami meeting with Des Moines team to prepare proposal for Comprehensive plan work

Planning & Zoning committee meeting this Wednesday – Comp Plan committee

* 1. Appoint 2 members to serve on committee with Planning & Zoning to work on revising Earlham Comprehensive Plan.
	2. Presentation by Colleen Petersen – efforts to have Downtown Earlham on National Historic Register.
	3. Set date and time for HR Comm meeting to discuss FY22-23 FT & PT wages
1. Mayor’s Report
2. Clerk’s Report – *2012B pd off this June Refunding Fire/Rut/SW $1,135,000; also ESB loan Rescue $189,000*

*Rec’d $273,315.43 on (450,000) P&D loan*

*Still need two members for P&R, and one for Bd of Adj, one for P&Z*

*Revised Personnel Manual – Swalla?(Nelsen, Mudge, Fredericksen)*

 *SICOG-conversation with Tom@GMCCD*

1. Council comments/discussion
2. Adjourn