

**UNAPPROVED MINUTES**  
**Earlham City Council Meeting**  
**December 10, 2018**

The Earlham City Council met in regular session on Monday, November 12, 2018. Mayor Jeff Lillie called the meeting to order at 7:00 p.m. The following answered roll: Fredericksen, Griswold, Payne, Petersen, Swalla. Also present: Clerk Hibbs, Chief Heimdal, Public Works Superintendent Coffman, Fire Chief Boyle.

1. Approval of Agenda

**Motion by Griswold, second by Swalla, to approve the agenda.**

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

2. Public Hearing – Proposed Authorization of Loan Agreement and Issuance of not to Exceed \$190,000 General Obligation Capital Loan Notes of the City (for essential corporate purposes)

*(Rescue Squad vehicle)*

Mayor Lillie declared the public hearing open at 7:10 p.m. Clerk Hibbs stated there were no written or oral comments received at City Hall. No comments were made at meeting.

**Motion by Petersen, second by Griswold, to close the public hearing at 7:02 p.m.**

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

3. Public Forum – None

4. Consent Agenda:

a. Minutes of November 12, 2018 Council meeting

b. December 10, 2018 Treasurer's report

c. December 10, 2018 Claims & Receipts report

**Motion by Petersen, second by Payne, to approve the consent agenda.**

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

5. Boards, Commission, Committee Reports

Coffman reported the Park & Recreation Board met. He was to give Gentry Smith pictures and prices on the type of play equipment she had talked about and determine funds they want to raise. The Board will meet again in March.

6. Department Reports

a. Public Works - Gary Coffman, Public Works Supervisor

Street signs replaced; fence fixed at Gendler park, and cleared out the tube going out of the east pond; fixed/replaced meters and meter wires; sump pump checks; Community Building repairs; put up Christmas decorations; snow removal; worked on budget numbers. The sand bay doors were installed, and Caliber worked on grinding the corners to improve drainage.

Sewer Integrated Plan - The projects were to be completed by October 31, 2018. We have been working on them but they are not complete (sump pumps, lining, additional smoke testing). We are to have a progress report into the DNR by October 31, 2019. Need to come up with money to get sewers lined. He estimates there is around 2000 feet left. Including additional cost and manhole cover work, the cost will be approximately \$150,000. He would like to try to get this done by spring. Finance Committee will meet to discuss this on Tuesday, December 18, 2018, at 7:00 p.m.

Water Tower –After conferring with engineers, it was decided the idea to use Warren Water as a backup for water storage is too risky and we need to go ahead with the new tower. Coffman will speak to Mike Anthony to have him go ahead with the tower design. When he is ready to present that, we will schedule a Municipal Enterprises meeting.

Hail Damage – Edge Construction will be doing the repair work on the Community Building roof and siding, the storage building roof and siding, pool, and little shelter house by soccer fields. Insurance is only paying for two sides of both the storage shed and Community Building. It would cost approximately \$11,000 dollars to finish the Community Building. *(Note: It was later found that finishing the Community Building would be an extra \$22,000. The \$11,000 was to do the other two other sides of the storage building.)* The Finance Committee can discuss this at their December 18<sup>th</sup> meeting.

- b. Police - Police Chief Jason Heimdal  
They did a Stop the Bleed Class (basic first aid) at the Earlham Library. Justin had court. There was a virus on the computer which burned the hard drive. As a result they had to get a new hard drive.

7. OLD BUSINESS – None

8. NEW BUSINESS

- a. Consider approval of Resolution No. 18-36 Instituting Procedures to Take Additional Action For The Issuance of Not to Exceed \$190,000 General Obligation Capital Loan Notes. (*Rescue Vehicle*)  
**Motion by Swalla, second by Payne, to approve Resolution No. 18-36 Instituting Procedures to Take Additional Action For The Issuance of Not to Exceed \$190,000 General Obligation Capital Loan Notes**  
**Roll: Ayes – unanimous. Motion passes.**
- b. Consider approval of Resolution No. 18-37, To Authorize the Sale of Real Estate Known as The Old Fire Station, Earlham, Iowa, and To Set Date and Time For a Public Hearing.  
**Motion by Petersen, second by Payne, to approve Resolution No. 18-37, To Authorize the Sale of Real Estate Known as The Old Fire Station, Earlham, Iowa, and To Set Date and Time For a Public Hearing for January 14, 2019.**  
**Roll: Ayes – unanimous. Motion passes.**
- c. Consider approval of Resolution No. 18-39 A Resolution To Recognize And Welcome E Fit As A New Business In The City Of Earlham, Iowa  
**Motion by Payne, second by Fredericksen, to approve of Resolution No. 18-39 A Resolution To Recognize And Welcome E Fit As A New Business In The City Of Earlham, Iowa.**  
**Roll: Ayes – unanimous. Motion passes.**
- d. Consider approve Resolution No. 18-40 A Resolution To Recognize RJ Home South for Renovation of the Former Rescued Junk, and to Welcome It's Expansion, RJ Home North.  
**Motion by Fredericksen, second by Griswold, to approve Resolution No. 18-40 A Resolution To Recognize RJ Home South for Renovation of the Former Rescued Junk, and to Welcome It's Expansion, RJ Home North.**  
**Roll: Ayes – unanimous. Motion passes.**
- e. Consider motion to approve Earlham Volunteer Fire Department Updated By-laws  
Chief Boyle stated it had been a number of years since by-laws were updated. Most of it was changing a word here or there, or removing an outdated paragraph. The main change is concerning how far members could live outside the city limits. There is a 5 mile radius, but consideration is taken for those who work in town. There can only be 25% of the members who live outside city limits.  
**Motion by Fredericksen, second by Payne, to approve the Earlham Volunteer Fire Department Updated By-laws**  
**Roll: Ayes – unanimous. Motion passes.**
- f. Consider motion to approve proposal for facility improvement work at the Earlham Public Library. No one from the Library Board was present. Hibbs explained they are planning to cash in some CDs that have matured and spend that money on the proposed list of improvements. The Board wants Council approval of this plan since it is a city owned building.  
**Motion by Fredericksen, second by Swalla, to approve Earlham Library facility improvement plan.**  
**Roll: Ayes – unanimous. Motion passes.**

9. Mayor's Report

The Mayor met with 7<sup>th</sup> graders regarding the "If I Were Mayor" contest sponsored by the Iowa League of Cities. He reported that forty-seven essays were submitted. He also attended the award ceremony for the Bricker Price Block 1000 Friends of Iowa Award

10. Clerk's Report

Hibbs asked the Council if they wanted to make the first loan payment for the new rescue vehicle in 2019 or 2020. Hibbs will check on interest savings and this will be discussed at the Dec 18<sup>th</sup> Finance Meeting. Hibbs presented the FY2018 audit report for their review.

11. Council comments/discussion - None

12. Adjourn

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

**Roll – unanimous. Motion passes.**

Being there was no further business, the meeting was adjourned at 7:51 p.m.

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Jeff Lillie, Mayor

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