

**UNAPPROVED MINUTES**  
**Earlham City Council Meeting**  
**January 14, 2019**

The Earlham City Council met in regular session on Monday, January 14, 2019, at Earlham City Hall. Mayor Lillie called the meeting to order at 7:01 p.m. and the following answered roll: Frederickson, Griswold, Payne, Petersen, Swalla. Staff present: Clerk Hibbs, Fire Chief Boyle, Rescue Captain Hopp, Public Works Supervisor Coffman. Also present Michael Anthony with Shive-Hattery Engineering

1. Approval of Agenda

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

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

2. Public Hearing – Sale of property known as the Old Fire Station

Mayor Lillie declared the public hearing open at 7:02 p.m. Clerk Hibbs stated there were no written or oral comments received at City Hall. No comments were made during public hearing.

**Motion by Swalla, second by Griswold, to close the public hearing.**

**Roll: Ayes – unanimous. Motion passes. Public hearing closed at 7:03 p.m.**

3. Public Forum – Dusky Terry approached the council regarding the Levitt Foundation concert grant which was awarded to the Earlham's Summer Concert Series. The concerts will run from June 2<sup>nd</sup> through August 11<sup>th</sup>. Terry commented this concert series is a great opportunity to bring more people into Earlham and to market our community. Part of the grant agreement is in-kind/cash match from the City. A representative from Chicks With Checks will be at the February council meeting to make a formal request.

4. Consent Agenda:

- a. Minutes of December 10, 2018 Council meeting
- b. January 14, 2019 Treasurer's report
- c. January 14, 2019 Claim & Receipts report
- d. Consider approval of Resolution No. 19-01 Designation of The Winterset Madisonian as the Official Newspaper for the City of Earlham, Iowa, for 2019
- e. Consider approval of Resolution No. 19-02 Approving the Mayor's Appointment of The Law Firm of Nelson, Braland, & Young as City Attorney for the City of Earlham for 2019
- f. Consider approval Resolution No. 19-03 Designating Earlham Savings Bank And Piper Jaffray & Co. As Depositories For Public Funds Belonging To The City Of Earlham, Iowa, For 2019
- g. Consider approval of Mayor's appointments of Shawn Boyle as Fire Chief and David Hopp as Rescue Captain for 2019.
- h. Consider approval of Class E Liquor License with Native Wine Permit, Carryout Beer, and Sunday Sales for Casey's General Store #2644.
- i. Consider approval of Special Class C Liquor License (Beer/Wine) for Bricker-Price Restoration Corporation.

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

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

5. Boards, Commission, Committee Reports

Finance Committee – Chairperson Griswold reported on the December 18, 2018 meeting, where the quote for sewer lining of \$109,819 was discussed. He reminded council this is necessary as part of the integrated plan for the sewer lagoons. Discussion on how to fund this project. Committee also agreed to recommend finish residing the undamaged sides of the Storage Shed (from hail damage). Coffman felt he could do this within the guidelines of the current budget. Griswold also reported on the Budget Workshop held on January 10, 2019. Department heads presented their FY2020 budget request. Remaining general fund expenses, including employee benefits, and revenues will be discussed at the January 17, 2019 Budget Workshop.

6. Department Reports

- a. Public Works - Gary Coffman, Public Works Supervisor  
Coffman reported on the following: Christmas decorations have been taken down; repaired and clean storage shed for re-siding and re-roofing, which should begin soon, along with the Community Building; sewer lining happening this week (sooner than anticipated); worked on alleys and potholes; snow removal.
- b. Police - Police Chief Jason Heimdal (*Heimdal arrived at 8:15 p.m.*)  
Chief reported he is late to the meeting because his squad car was hit by a vehicle this evening. Only damage appears to be front bumper and headlights.
- c. 2018 Earlham Fire Department Annual Report – Chief Shawn Boyle  
Chief Boyle thanked City for their support. Department responded to 95 calls in 2018, with an average of 8.5 fire fighters per call, which is close to the national average and is very good for an all-volunteer department. They collectively have 730 hours of training. Participate in public relations and public education activities. Talked to over 300 students about fire safety.
- d. 2018 Earlham Rescue Squad Annual Report – Captain David Hopp  
Captain Hopp stated the department responded to 194 calls, which included fire assist and medical calls. On 151 of those calls, at least one advanced person responded, which allowed for more advanced medical care. This is very good for a volunteer, non-scheduled department. Attend all football games, as well as public relations and education events with the Fire Department. Thanked council for the new truck. He presented a list of purchase make by the Rescue Association.

7. OLD BUSINESS

8. NEW BUSINESS

- a. Discussion on proposal from Ryan & Stefanie Bargeon for purchase of the Old Fire Station.  
Since the posting of this agenda, two proposals have been received. Ryan Bargeon presented a proposal to renovate the building and use for a coffee shop and retail space. Bill Hunter presented his proposal to return the building to its original condition, stating the fire department could continue to store their old truck there. Council decided to send this discussion to the Finance Committee (January 17<sup>th</sup> meeting) for their recommendation.
- b. Consider approval of Resolution No. 19-05, Awarding The Bid For The Purchase Of The Property Known As The Old Fire Department.  
Consensus of Council to table this issue to future date. Finance Committee will discuss at January 17<sup>th</sup> meeting.
- c. Consider approval of Resolution No. 19-04, A Resolution Approving and Authorizing a Form of Loan Agreement and Authorizing and Providing for the Issuance of \$189,000 General Obligation Capital Loan Notes, Series 2019, and Levying a Tax to Pay Said Notes; Approval of the Tax Exemption Certificate.  
**Motion by Payne, second by Fredericksen, to approve Resolution No. 19-04, A Resolution Approving and Authorizing a Form of Loan Agreement and Authorizing and Providing for the Issuance of \$189,000 General Obligation Capital Loan Notes, Series 2019, and Levying a Tax to Pay Said Notes; Approval of the Tax Exemption Certificate.**  
**Roll: Ayes – unanimous. Motion passes.**
- d. Discussion on water tower project – Mike Anthony, Shive Hattery.  
Gave update on project. Stated the geotechnical survey is complete and has been sent out to tank manufacturers. Looking at adding 15 feet in height to increase pressure. Will check with Warren Water District engineers on this. Working on site design and bidding. Looking at late February, early March for bidding. Need Municipal Enterprise Committee meeting in early February meeting to

determine aesthetics (color, lighting, signage). M.E. Committee meeting set for February 4, 2019 at 7:00 p.m. Have been in conversation with SICOG and we will pursue whatever grant money is available. Will need a second M.E. meeting later in February to review final drawing for approval. Will then advertise for bids and at same time send in for DNR approval. Discussion on how to proceed with FY 2020 budgeting for Debt Service for this project.

- e. Set date for Public Hearing for FY19-20 Budget for City of Earlham, for Monday, February 11, 2019, at 7:00 p.m. at Earlham City Hall.

**Motion by Petersen, second by Payne, to approve setting Monday, February 11, 2019 at 7:00 p.m. as the date and time for the Public Hearing on the FY19-20 Budget**

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

9. Mayor's Report

Mayor will be meeting with Boy Scouts regarding their government badge. He invited any council members who wanted to join him

10. Clerk's Report

Hibbs reported health insurance premiums are going up 19%. She is in the process of finding a different option. Requested a Human Relations Committee meeting to discuss. Meeting set for Monday, February 21, 2019, at 7:00 p.m. Warren Water District will be increasing their water rates \$020/1000 gallons effective April 1, 2019. Hibbs suggested doing the annual water rate increase at the same time. This will be discussed at the Municipal Enterprises meeting already set for February 4, 2019, at 7:00 p.m.

11. Council comments/discussion - none

12. Adjourn

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

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

Being there was no further business, the meeting was adjourned at 8:24 p.m.

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Jeff Lillie, Mayor

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