

UNAPPROVED MINUTES
Earlham City Council Meeting
August 12, 2019

The Earlham City Council met in regular session on Monday, August 12, 2019, at Earlham City Hall. Mayor ProTem Chris Swalla called the meeting to order at 7:00 p.m. and the following answered roll: Frederickson, Griswold, Payne, Swalla. Absent: Petersen. Staff: Clerk Hibbs, Police Chief Heimdal, Public Works Supervisor Coffman. Also present: Jason VanAusdall with Veenstra & Kimm.

1. Approval of Agenda

Motion by Griswold, second by Payne to approve agenda.

Roll: Unanimous – ayes. Motion passes.

2. Public Forum

Dwight Stearns, 1227 Fawn Ave, Earlham, former Earlham police chief, was present to express his concern over the new northbound and southbound stop signs located at SE 3rd Street and Walnut Avenue. He believes the stop signs are unsafe and ineffective. He showed pictures of truck skid marks before and through the stop signs. He said he believed there need to be some type of flashing red light to make the sign more visible to the north/south traffic. Several members stated they believed the signs were starting to work and that it would just take some time to work through their “newness”. Mayor ProTem Swalla said it can be looked into.

3. Consent Agenda:

- a. Minutes of July10, 2019 Council meeting
- b. Treasurer’s report for August 12, 2019
- c. Claim & Receipts report for August 12, 2019
- d. Resolution No. 19-33, 2019 Street Finance Report
- e. Re-appointment of Joanie Bond to the Earlham Community Center Board, term ending June 30, 2024
- f. Appointment of Aric Cunningham to the Earlham Park & Recreation Board, term ending June 30, 2024

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

Roll: Unanimous – ayes. Motion passes.

4. Boards, Commission, Committee Reports

a. Planning & Zoning Commission – Cardinal Addition Plat

Hibbs spoke for the Planning & Zoning Commission. They met on July 16, 2019, where they approved to recommend to the council the rezoning of the area for the Cardinal Addition Plat 1 from Agriculture to Residential. They also approved to recommend to the council to approve the Preliminary Plat for Cardinal Addition Plat 1, following resolution of the storm sewer issue. (Per engineer, the rezoning and plat approval were pulled from the agenda until storm sewer issue is resolved.)

b. Finance Committee – recommendation for IT services.

The Finance Committee met on July 15, 2019, where they heard from Cade Curtis from Mainstay Systems on his proposal for IT services. Following his presentation and answering questions, the Committee weighed the benefits of both Mainstay and Access Systems (who presented their proposal at the July 8th Council meeting) as well as the cost. The Committee agreed to use Mainstay Systems and recommends such to Council.

Motion by Payne, second by Frederickson, to contract with Mainstay Systems, Inc. for new computers and IT services.

Roll: Ayes – unanimous. Motion passes.

5. Department Reports

a. Public Works - Gary Coffman, Public Works Supervisor

Normal seasonal items – mowing, trimming, trimming, spraying. Patched pot holes in streets and allies. Painted the street lines and parking spaces. He stated the valve turner will be coming next week. Still trying to finish-up the sump pump checks. Regarding the Water tower, Shive Hattery sent

the blueprints to Coffman, and he spoke with them on several items he felt were unnecessary and increased the cost. RAGBRAI – by 9:00 a.m. the next morning the City was all cleaned up. The Junior class was in charge of trash pickup and he states they did an excellent job. He also spoke to the condition of the pool. Stated guards are not cleaning up in the evening before they leave. Payne mentioned the interior and exterior should be cleaned every day. Swalla asked about the cemetery fence. Coffman said it will come down, as well the old shed, when they get time.

- b. Police Department – Chief Jason Heimdal
Heimdal stated RAGBRAI went well. There were only a couple of bicycle accidents, but nothing serious. A Winterset group received a grant to purchase AEDs for all the patrol cars in Madison County, including Earlham's. Swalla asked the Chief for his opinion on the new stop signs.

6. OLD BUSINESS

- a. Water Tower – SRF funding
The Finance Committee met just prior to the council meeting to discuss possible SRF funding for the new water tower. Hibbs stated she and Coffman were on a conference call with Shane Oyler of Shive-Hattery and Travis Squires from PiperJaffray to discuss this. Both Oyler and Squires felt there were multiple issues which negated the possible savings when using the SRF. Ultimately they both suggested using a conventional loan to pay for the water tower. Hibbs and Coffman told the Committee they agreed with the suggestion from the engineer and financial advisor to go with a conventional loan. The consensus of the Committee was to recommend to the Council to use the conventional loan to fund the upcoming water tower construction.

Motion by Frederickson, second by Griswold, to approve using a conventional loan to fund the new water tower.

Roll: Ayes – unanimous. Motion passes.

7. NEW BUSINESS

- a. Consider approval of Ordinance No. 409, Amending The Code of Ordinances of The City of Earlham, Iowa, 2017, Chapter 166.12 Subdivision Regulations – Fees.

Motion by Frederickson, second by Payne, to approve Ordinance No. 409, Amending The Code of Ordinance of the City of Earlham, Iowa, 2017, Chapter 166.12 Subdivision Regulations – Fees.

Roll: Ayes – unanimous. Motion passes.

- b. Consider approval of Ordinance No. 410, Amending the Code of Ordinances of the City of Earlham, Iowa, 2017, Chapter 92.09 Customer Deposits.

Hibbs explained the ordinance and stated city hall staff recommends is passage.

Motion by Swalla to approve Ordinance no. 410, Amending the Code of Ordinances of the City of Earlham, Iowa, 2017, Chapter 92.09 Customer Deposits.

Motion died due to lack of Second.

- c. Consider approval of Ordinance No. 411, Amending The Code of Ordinances of the City of Earlham, Iowa, 2017, Chapter 99.06 Deposits.

Hibbs explained the ordinance and stated city hall staff recommends is passage.

Motion by Swalla to approve Ordinance no. 411, Amending the Code of Ordinances of the City of Earlham, Iowa, 2017, Chapter 99.06 Deposits.

Motion died due to lack of Second.

- d. Consider approval of Ordinance No. 412, Amending The Code of Ordinances of the City of Earlham, Iowa, 2017, Chapter 5.07 Cumulative Purchases.

Hibbs explained this change is due to 2019 legislative changes.

Motion by Payne, second by Griswold, to approve Ordinance No. 412, Amending The Code of Ordinances of the City of Earlham, Iowa, 2017, Chapter 5.07 Cumulative Purchases

Roll: Ayes – unanimous. Motion passes.

- e. Consider approval of Resolution No. 19-34 Trade Permit Fees in the City of Earlham, IA
Motion by Fredericksen, second by Griswold, to TABLE Resolution No. 19-34 until the September 9, 2019, council meeting.
Roll: Ayes – unanimous. Motion passes.
- f. Consider proposal by Luke Ramsey, Earlham Boy Scouts, for Eagle Scout project.
Luke Ramsey presented his Eagle Scout project for the renovation of the city basketball court at NE 2nd and NE Sycamore, adjacent to the tennis court. Plans include new hoops/backboards, replace fence and lighting, and install sport court surface. Council approve this project.
8. Mayor's Report - none
9. Clerk's Report – Hibbs stated the Annual Outstanding Obligation report has been sent in to the state.
10. Council comments/discussion - none
11. Adjourn
Motion by Fredericksen, second by Payne, to adjourn
Roll: Ayes – unanimous. Motion passes.

Being there was no further business, meeting was adjourned at 8:13 p.m.

Chris Swalla, Mayor ProTem

Attest: _____
Mary Sue Hibbs, Clerk/Treasurer