

**UNAPPROVED MINUTES**  
**Earlham City Council Meeting**  
**February 10, 2020**

The Earlham City Council met in regular session, on Monday, February 10, 2020, at Earlham City Hall. Mayor Lillie called the meeting to order at 7:00 p.m. and the following answered roll: Baskin, Fredericksen, Payne, Swalla. Absent: Petersen. Staff present: Clerk Hibbs, Police Chief Heimdal, Public Works Supervisor Coffman.

1. Approval of Agenda  
**Motion by Payne, second by Swalla, to approve the agenda.**  
**Roll: Ayes – unanimous. Motion passes.**
2. Public Hearings
  - a. Maximum Property Tax Dollars for Budget Year July 1, 2020 through June 30, 2021  
Mayor Lillie declared the public hearing open at 7:01 p.m. No one present to address this issue. Hibbs stated there were no written or oral comments received at City Hall.  
**Motion by Fredericksen, second by Swalla, to close public hearing.**  
**Roll: Ayes – unanimous. Motion passes. Public hearing closed at 7:02 p.m.**
  - b. City Budget Amendment and Certification – FY 2020 – Amendment #1  
Mayor Lillie declared the public hearing open at 7:02 p.m. No one present to address this issue. Hibbs explained the revenue and expense items on the amendment. She stated there were no written or oral comments received at City Hall.  
**Motion by Swalla, second by Baskin, to close public hearing.**  
**Roll: Ayes – unanimous. Motion passes.**
3. Public Forum – Andrew Gettler, 820 NW Spruce Avenue, asked what was happening with the fence issue regarding double front lots. Hibbs stated she will contact Planning & Zoning Commission for a meeting.
4. Consent Agenda:
  - a. Council meeting minutes for January 13, and January 16, 2020
  - b. Treasurer’s Report for February 10, 2020
  - c. Claims and Receipts Report for February 10, 2020
  - d. Approve Mayor’s appointment of Todd Weber to the Earlham Library Board.  
**Motion by Fredericksen, second by Payne, to approve consent agenda.**  
**Roll: Ayes – unanimous. Motion passes.**
5. Boards, Commission, Committee Reports
  - a. Finance/Budget Committee  
In the absence of committee chair Petersen, Fredericksen reported on the two Finance Committee budget meetings.
6. Department Reports
  - a. Public Works - Gary Coffman, Public Works Supervisor  
Coffman’s report included snow removal, sump pump checks, meter installs, shop repairs. Stated Button took down some large trees. The snow plow truck needed hydraulic work on the blade.
  - b. Police Department – Chief Jason Heimdal  
Had service work done on Explorer. New radios have been installed. Taser battery had to be replaced. Sand took the Charger to Stiver’s and was told it was worth \$10,000 on trade in. The new vehicle will start at \$28,000 plus \$10,000 to install equipment. Since we are going from a Charger to an Explorer the equipment (light bar, cage, radio box, etc.) cannot be switched over so will have to get new.
7. OLD BUSINESS - none

8. NEW BUSINESS

- a. Consider approval of Ordinance No. 418, An Ordinance Amending The Code Of Ordinances of the City of Earlham, Iowa, 2017, Chapter 92 Water Rates  
Hibbs explained rates were increasing due to \$0.75/1000 gal increase from Warren Water and the scheduled 4% increase.  
**Motion by Swalla, second by Payne, to approve the First Reading of Ordinance No. 418, An Ordinance Amending The Code Of Ordinances of the City of Earlham, Iowa, 2017, Chapter 92 Water Rates**  
**Roll: Ayes – unanimous. Motion passes.**  
  
**Motion by Fredericksen second by Basking, to waive the Second and Third Readings of Ordinance No. 418, An Ordinance Amending The Code Of Ordinances of the City of Earlham, Iowa, 2017, Chapter 92 Water Rates**  
**Roll: Ayes – unanimous. Motion passes.**
- b. Consider approval of Resolution No. 20-07, a Resolution Approving the City Budget Amendment and Certification – FY 2020 - Amendment #1.  
**Motion by Fredericksen, second by Baskin, to approve Resolution No. 20-07, a Resolution Approving the City Budget Amendment and Certification – FY 2020 - Amendment #1.**  
**Roll: Ayes – unanimous. Motion passes.**
- c. Consider approval of Resolution No. 20-08, a Resolution Approving the Maximum Property Tax Dollars for Budget Year July 1, 2020 Through June 30, 2021.  
Hibbs wanted to state for the record that the tax levy as it appears on the Proposed Property Tax Levy is not the to the total levy rate for FY 2021. It is only for certain levies, insurance, and employee benefits. It does not include debt service levy.  
**Motion by Payne, second by Fredericksen, to approve Resolution No. 20-08, a Resolution Approving the Maximum Property Tax Dollars for Budget Year July 1, 2020 Through June 30, 2021.**  
**Roll: Ayes – unanimous. Motion passes.**
- d. Consider approval of Resolution No. 20-09, a Resolution to Appoint a Representative and Alternate Representative to the Madison County Emergency Management Commission  
**Motion by Payne, second by Swalla, to approve Resolution No. 20-09, a Resolution to Appoint a Mayor Jeff Lillie as Representative and Fire Chief Shawn Boyle as Alternate Representative to the Madison County Emergency Management Commission.**  
**Roll: Ayes – unanimous. Motion passes.**
- e. Consider approval of Resolution No. 20-10, a Resolution to Participate in the Planning and Development Programs of The Southern Iowa Council of Governments.  
**Motion by Swalla, second by Fredericksen, to approve Resolution No. 20-10, a Resolution to Participate in the Planning and Development Programs of The Southern Iowa Council of Governments.**  
**Roll: Ayes – unanimous. Motion passes.**
- f. Set date and time for public hearing pm the FY 2021 Budget for March 9, 2019 at 7:00 p.m.  
**Motion by Fredericksen, second by Baskin, to set March 9, 2019 at 7:00 p.m. as the date and time for the public hearing for the FY 2021 Budget.**  
**Roll: Ayes – unanimous. Motion passes.**

- g. Lauren Volz – discussion on insurance renewal  
Mr. Volz went over the renewal specifics and explained the premium increases. All of the premiums he quoted in his presentation were actual except for the CFC Cyber, as he has not received a formal quote from the CFC Underwriters. He stated our Workers Compensation numbers were excellent compared to other municipalities in our population range.

**Motion by Swalla, second by Frederickson, to approve the insurance renewal subject to the Cyber premium.**

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

9. Mayor's Report - none

10. Clerk's Report

- a. FY19 Annual Exam findings.
- b. Budget preparation
- c. Need to Amend Chapter 7.05 of our Code on Budget preparation due to Max Levy.

11. Council comments/discussion - none

12. Adjourn

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

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

Being there was no further business, meeting was adjourned at 7:49 p.m.

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Jeff Lillie, Mayor

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