

**UNAPPROVED MINUTES**  
**Earlham City Council Meeting**  
**March 9, 2020**

The Earlham City Council met in regular session, on Monday, March 9, 2020, at Earlham City Hall. Mayor Lillie called the meeting to order at 7:00 p.m. and the following answered roll: Baskin, Fredericksen, Petersen, Swalla. Absent: Payne. Also present: Clerk Hibbs, Police Chief Heimdal, Public Works Supervisor Coffman, Library Director Wuebker.

1. Approval of Agenda

**Motion by Fredericksen, second by Baskin to approve agenda.**

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

2. Public Hearings

*(Councilmember Payne arrived at 7:01 p.m.)*

a. FY 2020-2021 City of Earlham Budget

Mayor Lillie declared the public hearing open at 7:01 p.m. No one present to comment. Hibbs stated there were no written or oral comments received at City Hall.

**Motion by Petersen, second by Swalla, to close public hearing.**

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

3. Public Forum – None

4. Consent Agenda:

a. Council meeting minutes for February 10, 2020

b. Treasurer’s Report for March 9, 2020

c. Claims and Receipts Report for March 9, 2020

d. Approval of Liquor License for Trostel’s Broken Branch pending dram shop.

**Motion by Payne, second by Baskin to approve Consent Agenda.**

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

5. Boards, Commission, Committee Reports

a. Finance/Budget Committee

Chairperson Petersen was not present at last meeting. Fredericksen said it was a short meeting, as everything seemed in order. There were no out of the ordinary expenses by any department, with the exception of a new police car. The levy is not out of line considering we are starting the water tower project.

6. Department Reports

a. Public Works - Gary Coffman, Public Works Supervisor

Coffman reported on tree trimming, street sweeping, sump pump checks (only 31 left -there are 10-15 properties that need to be fixed). While doing sump pump checks, some meters and readers were replaced. Pre-construction meeting for water tower was held last week. The existing tower will be “dropped” next Monday. Chief asked about street closures. Possibly 6<sup>th</sup> street but not sure of time yet. City is running on Warren Water pressure now. Coffman stated relief valve will be installed as a precaution. Discussion on preventative measures for hydrants, fire trucks and hoses because of possible high pressure.

b. Police Department – Chief Jason Heimdal

Chief stated the new radios have been installed. Both he and Officer Sand were involved in two different high-speed chases with no incidents. Received complaint about crossing guard not being on duty at 4<sup>th</sup> and Chestnut. Someone asked about a stop sign at that intersection. The guard was absent one day due to illness, and because of miscommunication, a replacement guard was not available. The new squad car will be ordered in July. Trade-in or sale price discussed. Ads will be placed for sale of current car before July 1<sup>st</sup>.

- c. Library – Justina Wuebker, Library Director  
Wuebker reported circulation is up. 300 more physical materials were checked out last year. Computer usage is way up. She has been talking to teachers about integrating with the classroom. Online books usage is up. Door count was down due to interior painting, moving shelves, water damage, etc. For comparison, last February 889 people came in and this February 1063 came in. Highest February ever. There were 109 kids enrolled in the summer reading program. Gave out 223 prizes. She finds if she asks the teachers to talk about the program, the number of participants go up, so she will try to do that this year.

7. OLD BUSINESS

- a. Garion Brown – Eagle Scott presentation.  
Presented drawings of proposed cemetery signs. Discussion on wording. Will include cemetery hours. School is cutting metal hopefully before end of school year. They will call Iowa One call to make sure all is clear. Mayor asked about the “no moped or motorcycles”. Council agreed it should be changed to “no off road vehicles”, or “vehicles must stay on road”. Council agreed it looked good.

8. NEW BUSINESS

- a. Consider approval of Ordinance No. 419 an Ordinance Amending the Code of Ordinances of the City of Earlham, Iowa, 2017, by Amending Chapter 7.05 Operating Budget Preparation.  
Hibbs explained this is due to the new max levy resolution required by the state.  
**Motion by Fredericksen, second by Swalla, to approve the First Reading of Ordinance No. 419, Ordinance Amending the Code of Ordinances of the City of Earlham, Iowa, 2017, by Amending Chapter 7.05 Operating Budget Preparation**  
**Roll: Ayes – unanimous. Motion passes.**

**Motion by Fredericksen, second by Swalla, to waive Second and Third Readings of Ordinance No. 419.**

**Roll: Fredericksen-aye, Swalla-aye, Baskin-aye, Petersen-nay, Swalla-aye. Motion passes.**

- b. Consider approval of Ordinance No. 420, an Ordinance **Correcting** Ordinance No. 415 Repealing Ordinance No. 281 Providing for The Division of Taxes Levied on Taxable Property in the City of Earlham Urban Renewal Area, City of Earlham, Iowa, Pursuant to Section 403.19 of the Code of Iowa.  
Hibbs explained Ordinance No. 415 repealed Ordinance No. 281, however, there was a scrivener error and it should have repealed Ordinance No 282.  
**Motion by Payne, second by Petersen, to approve the First Reading of Ordinance No. 420, an Ordinance Correcting Ordinance No. 415 Repealing Ordinance No. 281 Providing for The Division of Taxes Levied on Taxable Property in the City of Earlham Urban Renewal Area, City of Earlham, Iowa, Pursuant to Section 403.19 of the Code of Iowa.**  
**Roll: Ayes – unanimous. Motion passes.**

**Motion by Fredericksen, second by Payne, to waive Second and Third Readings of Ordinance No. 420.**

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

- c. Consider approval of Resolution No. 20-14 Approving the FY 20-21 Budget for the City of Earlham.  
**Motion by Petersen, second by Payne to approve Resolution No. 20-14, Approving the FY 20-21 Budget for the City of Earlham.**  
**Roll: Ayes – unanimous. Motion passes.**
- d. Consider approval of Resolution No. 20-11 Approving Fees, Policies and Procedures Related to Requests for Information.  
**Motion by Swalla, second by Baskin, to approve Resolution 20-11 Approving Fees, Policies and Procedures Related to Requests for Information.**  
**Roll: Ayes – unanimous. Motion passes.**

- e. Consider approval of Resolution No. 20-12 Approving Transfer of Funds from Road Use Tax Fund and Water Fund to Zero Out the Insurance Reimbursements Fund for Hail Damage. Non-hail damage bill was paid out of the Hail Fund, causing fund to be negative. Transfer will fix this. **Motion by Payne, second by Petersen, to approve Resolution No. 20-12 Approving Transfer of Funds from Road Use Tax Fund and Water Fund to Zero Out the Insurance Reimbursements Fund for Hail Damage.**  
**Roll: Ayes – unanimous. Motion passes.**
- f. Consider approval of Resolution No. 20-13, A Resolution Fixing Date for a Meeting on the Authorization of a Loan Agreement and the Issuance of Not to Exceed \$300,000 General Obligation Capital Loan Notes of the City of Earlham, State of Iowa (for Essential Corporate Purposes), and Providing for Publication of Notice Thereof (*water tower*)  
**Motion by Swalla, second by Fredericksen, to approve Resolution No. 20-13, A Resolution Fixing March 23, 2020, at 7:00 p.m., as the Date for a Meeting on the Authorization of a Loan Agreement and the Issuance of Not to Exceed \$300,000 General Obligation Capital Loan Notes of the City of Earlham, State of Iowa (for Essential Corporate Purposes), and Providing for Publication of Notice Thereof**  
**Roll: Ayes – unanimous. Motion passes.**
- g. Discussion with possible action on Freedom Fest Beer Garden – Traci Griffin  
Presented proposal for beer garden in the City Park for Freedom Fest to help entice people to utilize the park more during the day. Would be on south side of park near the restrooms in the street. Chief Heimdal said he didn't see any problem. Hours will be from Noon until right before the last event on stage. Consensus of council approved this idea. Traci will go through the licensing process.
- h. Discussion with possible action on farm to table events at Bricker Price – Alissa Johnson, Jen Fagen  
Gave presentation on possible Big Dream Gathering and a Farm-to-Market dinner this summer. Asked council for donation for the event. Hibbs will check budget and Council will discuss this at March 23<sup>rd</sup> special session meeting
9. Mayor's Report  
Mayor stated, the interest of full disclosure, he has been approached by electrical contractor for the Water Tower to do some minor electrical work, and Mayor agreed. Mayor and Coffman will man a city booth at the K-5 STEM Fair tomorrow evening. They have constructed several "water towers" and will demonstrate/discuss water pressure. Mayor also mentioned idea presented by Lynn Boyle regarding ways we can spend money that he believes would decrease cost for lagoon updates. Municipal Enterprise Committee will meet April 6, 2020, at 7:00 p.m. to discuss upcoming sewer lagoon updates.
10. Clerk's Report  
Hibbs said he has been gathering information for a possible new dog ordinance. Suggested a Public Safety Committee meeting. Members set meeting for March 23<sup>rd</sup> immediately following the Special Session Council meeting.
11. Council comments/discussion - none
12. Adjourn  
Motion by Fredericksen, second by Swalla to adjourn.  
Roll: Ayes – unanimous. Motion passes.

Being there was no further business, meeting was adjourned at 8:45 p.m.

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Jeff Lillie, Mayor

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