

UNAPPROVED MINUTES
Earlham City Council Meeting
July 13, 2020

The Earlham City Council met in regular session, on Monday, July 13, 2020, Earlham City Hall. Mayor Lillie called the meeting to order at 7:01 p.m., and the following answered roll: Baskin, Fredericksen, Payne, Petersen, Swalla. Also present: Clerk Hibbs, Chief of Police Heimdal, Public Works Supervisor Coffman.

1. Approval of Agenda
Motion by Fredericksen, second by Baskin, to approve agenda.
Roll: Ayes – unanimous. Motion passes.
2. Public Forum – none.
3. Consent Agenda:
 - a. Council meeting minutes for June 8 & June 29, 2020
 - b. Treasurer’s Report as of June 30, 2020
 - c. Claims and Receipts Report for July 13, 2020
 - d. Approval of Cigarette/Tobacco/Nicotine/Vapor Iowa Permit Application for Hometown Market.
 - e. Consider approval of Mayor’s re-appointment of Leslie Winey to the Earlham Planning & Zoning Commission, term ending June 30, 2025.
Motion by Petersen, second by Payne, to approve agenda.
Roll: Ayes – unanimous. Motion passes.
4. Boards, Commission, Committee Reports
Hibbs mentioned there were several board members whose terms expired June 30, 2020. She has reached out to them. So far, she knows of two openings on the Community Building Board. Mayor asked council members to think of possible replacements.
5. Department Reports
 - a. Public Works - Gary Coffman, Public Works Supervisor
Coffman stated the pool is operating and open. Mowing, trimming, street cleaning (when able), dead crab apple trees taken down. Street blacktop work is done. Possibly will do more street work in the fall depending on RUT revenue. The cement has been poured for the columbarium at the cemetery and the columbarium has been ordered and should be done within 120 days. There is power there so Coffman said we will probably install a light. Lagoon project – engineers looking at data. Report has to be made to DNR by October. Have to be in compliance by March 2023. Water tower – project is progressing and ahead of schedule.
 - b. Police Department – Chief Jason Heimdal
Both radars have been calibrated. Received numerous complaints about fireworks prior to July 4th. Justin Sand resigned and as of July 5th is working for the Madison County Sheriff’s Department. Chief ran ad for replacement. Eight applied, four came to the testing, and 2 passed the test. Will be interviewing 3 candidates (1 certified and 2 not) tomorrow, Tuesday, July 14th. Hiring committee consist of Mayor, Chief Heimdal, Fire Chief Boyle, and Payne. New vehicle (Ford Explorer) will be here, at the earliest, in October.
6. OLD BUSINESS - none
7. NEW BUSINESS
 - a. Consider approval of Resolution No. 20-30, a Resolution Setting Wages for the 2020 Seasonal Part-Time Employees of the City of Earlham, Iowa.
Motion by Payne, second by Swalla, to approve Resolution No. 20-30, a Resolution Setting Wages for the 2020 Seasonal Part-Time Employees of the City of Earlham, Iowa.
Roll: Ayes – unanimous. Motion passes.

- b. Consider approval of 28E Agreement between the Board of Education of the Earlham Community School District and the Council of the City of Earlham, Iowa
Coffman explained a few of the changes. Mayor stated this is a 5-year agreement, and explained the purpose of the 28E Agreement
Motion by Swalla, second by Baskin, to approve 28E Agreement between the Board of Education of the Earlham Community School District and the Council of the City of Earlham, Iowa
Roll: Roll: Ayes – unanimous. Motion passes.
 - c. Contesting of mowing bill for 155 E 1st Street - Joe Nugent
Hibbs explained Mr. Nugent unable to attend meeting. He will be at the August meeting. Coffman described the height of the vegetation before the City mowed the property. He said he spoke with Mr. Nugent right after it was mowed.
 - d. Request for sewer credit for 115 NW Locust Avenue – Amy Eddy
Hibbs explained a hose was left on. Found when they realized the basement was flooded. Coffman stated this property has a dirt basement, so no water went into the sanitary sewer.
Motion by Petersen, second by Swalla, to approve the sewer credit for 115 NW Locust.
Roll: Ayes – unanimous. Motion passes.
 - e. Discussion on columbarium fees and opening/closing fee share
Hibbs explained contract with Johnson Funeral home regarding opening/closing stated city will agree to 50/50 split of the opening/closing fees. Hibbs and Coffman stated they did not feel the City needed to make money off of that since the niche has already been paid for. Council agreed. Hibbs stated she posed the question of how much to charge for the niche to clerks on clerknet. No one responded, but she did talk to Waukee, who charges \$550 per niche, which includes the initial opening. Council asked Hibbs to reach out to other cities again regarding sale prices. Ordinance will be required to sets fee.
 - f. Discussion on possible annexation.
Mayor stated land east of lagoon looking into annexation for possible residential development. Representative spoke with Mary Sue and Mayor. Voluntary annexation is relatively simple. When they are ready, plans should be brought to City Council, which will be forwarded on to Planning and Zoning Commission for their review, then sent back to Council for approval. Discussion on infrastructure. There would be 10-12 lots along the north side of the road, and a possible street added behind to the north.
 - g. Formation of Hiring Committee, and set time and date for meeting to discuss Utility Billing Clerk opening and applicant interviews.
Committee will comprise of Mayor, Petersen and Swalla. Hibbs and Utility Billing Clerk Willem will sit in on the interviews to help with questions. Interview tentatively set for Monday, July 20th.
(Date of interviews later changed to July 15th)
8. Mayor's Report - none
 9. Clerk's Report
Hibbs stated she received a letter today from a resident, addressed to the Board of Adjustment, requesting chickens in city limits. Fredericksen said council addressed this issue several years ago and it was voted down at that time. Hibbs will contact resident and invite to next council meeting to speak to the council if they wish.

10. Council comments/discussion -none

11. Adjourn

Motion by Payne, second by Fredericksen, to adjourn.

Roll: Ayes – unanimous.

Being there was not further business, meeting was adjourned at 7:54 p.m.

Jeff Lillie, Mayor

Attest: _____
Mary Sue Hibbs, Clerk/Treasurer