

UNAPPROVED MINUTES
Earlham City Council Meeting
December 12, 2022

The Earlham City Council met in regular session on Monday, December 12, 2022, 7:00 p.m. at Earlham City Hall. Mayor Lillie called the meeting to order at 7:00 p.m. and the following answered roll: Baskin, Fredericksen, Mudge, Nelsen, Swalla. Also present: Clerk Hibbs, Police Chief Stringham, Public Works Supervisor Coffman

1. Approval of Agenda

Motion by Baskin, second by Mudge to approval agenda.

Roll: Ayes – unanimous. Motion passes.

2. Public Forum – None

3. Consent Agenda: *Hibbs distributed an amended Claims and Receipts Report which included claim from Piper Sander, for consulting services for the Sewer Lagoon Project.*

a. Council meeting minutes for 11-14-22

b. Treasurer's Report for 12-13-22

c. Claims and Receipts Report for 12-13-22

d. Consider approval of Special Class C Retail Alcohol License (BW) for Beans & Beignets, effective 1-14-23

e. Consider approval of Class C Retail Alcohol License (LC) for Bricker-Price Block Restoration Corp. effective 12-29-22

f. Consider approval of Class E Retail Alcohol License (LE) for Casey's General Store #2644

Motion by Baskin, second by Swalla, to approval consent agenda.

Roll: Ayes: Unanimous. Motion passes.

4. Department Reports

a. Public Works - Gary Coffman, Public Works Supervisor

Talked to several solid waste service companies regard providing service for Earlham. Only one was interested in sending a RFP. Sand delivered. Had to sand and salt several times. Checked hydrants and flushed dead ends. Basketball hoops removed for skating rink installation, which will happen when it gets cold and stays cold. Most of concrete work is done at Lagoon Project, and work is mostly suspended because of cold weather. Adel Tree purchased the 1998 International and we have been paid. Cemetery sign has been fixed. Helped UB Clerk read meters this month due to rain. Talked about lead service line survey from EPA/DNR. Several dead geese found at lagoon, they were tested. If we find out they are diseased, will notify residents. Discussed sewer line behind car wash. Getting quotes on getting it lined.

b. Police Department – Chief Matt Stringham

Hired Rob Donovan as new officer. Will attend academy 1-3-23 to 4-20-23. He has signed the contract. Chief did Shop-With-A-Copy. Has been spending time training Donovan and getting him certified on equipment. While taking Rob around to introduce him to businesses, Chief distributed business information forms to update their contact information. Will share this with Madison County

c. Fire Department – Chief Shawn Boyle. Not in attendance.

5. Board, Commission, Committee Reports

a. Public Safety Committee

Chairperson Mudge stated the Public Safety Committee met just prior to this Council meeting to discuss Chief's request for a third patrol car and possibly third officer. Consensus of committee to use some of the Covid money received from federal government to pay for new car. Chief is going to submit COPS grant to help pay for salary, and school has agreed to pay part of salary, third officer will spend several days a week as a school resource officer and patrolling sporting events. Committee gave chief okay to starting looking for a car.

6. UNFINISHED BUSINESS

- a. Swimming pool renovation and new public works building.
No report
- b. Discussion and consider approval of motion to purchase group AD&D plan for Earlham volunteer firefighters
Hibbs stated since last meeting she found out the \$250 premium was per year, not per month.
Motion by Swalla, second by Baskin, to approval of motion to purchase group AD&D plan for Earlham volunteer firefighters
Roll: Ayes: Unanimous. Motion passes.
- c. Consider approval of Resolution No 22-45 Approving Entering into Agreement with Ankeny Sanitation Inc. for Solid Waste Disposal.
Hibbs stated there was one other company who requested an RFP, but they did not submit it.
Motion by Baskin, second by Mudge, to approve Resolution No. 22-45 Approving Entering into Agreement with Ankeny Sanitation Inc. for Solid Waste Disposal.
Roll: Ayes – unanimous. Motion passes.
- d. Consider motion to take Ordinance No 441 off the TABLE and Approve Ordinance No. 441 Amending Chapter 106.08 Collection of Solid Waste – Collection Fees.
Motion by Fredericksen, second by Baskin, to approve motion to take Ordinance No. 441 off the TABLE and Approve Ordinance No. 441 Amending Chapter 106.08 Collection of Solid Waste – Collection Fees.
Roll: Ayes: Unanimous. Motion passes.

Motion by Fredericksen, second by Nelsen, to waive the 2nd & 3rd Readings of Ordinance 441.
Roll: Ayes – unanimous. Motion passes and Ordinance No 441 is approved.

7. NEW BUSINESS

- a. Consider approval of Resolution No. 22-43 amending Resolution No. 22-38, Changing Stop Sign Placement from North/South Bound to East/West Bound
Motion by Baskin, second by Mudge, to approve Resolution No. 22-43 amending Resolution No. 22-38, Changing Stop Sign Placement from North/South Bound to East/West Bound.
Roll: Ayes: Unanimous. Motion passes.
- b. Consider approval of Resolution No 22-44 Approving Tax Abatement Application for 325 NE Birch Avenue
Motion by Fredericksen, second by Swalla, to approve Resolution No 22-44 Approving Tax Abatement Application for 325 NE Birch Avenue
Roll: Ayes: Unanimous. Motion passes.
- c. Discussion and consider approval of motion to approve purchase of Direct Deposit ACH software for payroll from Banyon Data Systems.
Motion by Swalla, second by Mudge, to approve purchase of Direct Deposit ACH software for payroll from Banyon Data Systems.
Roll: Ayes: Unanimous. Motion passes.
- d. Consider approval of motion to approve Pay App # 3 on the Lagoon Update Project from Blue Ribbon Builders.
Motion by Fredericksen, second by Baskin, to approve motion to approve Pay App # 3 on the Lagoon Update Project from Blue Ribbon Builders.
Roll: Ayes: Unanimous. Motion passes.
- e. Report from Madison County Emergency Management Director Dio Aiello.
Past year included: wind event, Winterset tornado, boil advisory, Operation Flash Point, Shop-With-A-Cop, present at summer concerts, farm to table dinners. Talked about Smart 911 notification system.

Mentioned Emergency Management owns a drone which is used to help with missing people, criminal activity, etc. He helped the city submit an application for a grant for a new tornado siren, which we just received notification that we have been awarded the grant.

- f. Allissa Johnson, Bricker Price Block – Christmas on Chestnut
Talked about the success of the initial Christmas on Chestnut. Approximately 300-400 people attended the tree lighting, and celebrated with cookies, hot apple cider, hot cocoa, and carriage rides. Businesses and individuals funded it this year. Johnson asked for a city contribution of \$1000.00 to help put on this event this year. **Consensus of council agreed to this request and it will be included in next year's budget.**
- g. Consider approval of revised/updated Earlham Community Center rental application.
Hibbs went over the changes made to the form. Discussion on fee for resident (in the ECSD) versus non-resident (out of school district). Fredericksen stated residents pay taxes to help support CB and have always cared for it. Non-Residents do not.
Motion by Baskin, second by Swalla, to approve the updated rental application for the Earlham Community Center, with strong recommendation to consider increasing rates for non-residents.
Roll: Ayes – unanimous. Motion passes.
- h. Discussion Amsden phone reimbursement
Hibbs explained Amsden is often contacted by PW and Police in evenings/weekends to post announcements to Facebook. She has already been in contact with summer help regarding their status this summer. Amsden is currently reimbursed for 6 months out of the year. Hibbs suggest she be reimbursed 12 months a year. **Consensus of council to approve reimbursing Utility Billing Clerk Amsden \$30 a month, same as other employees.**
- i. Set date and time for public hearing on Budget Amendment #1 for FY22-23
Motion by Fredericksen, second by Mudge to set January 9, 2023, 7:00 p.m., as the date and time for a public hearing on Budget Amendment #1 for FY22-23
Roll: Ayes: Unanimous. Motion passes.
8. Mayor's Report
Mayor has gone to several meeting this month.
9. Clerk's Report
- United Health Care renewal plan – Hibbs said premiums are going up 9.1%. Insurance broker sent a renewal option, along with other plans. Some have lower premiums, but benefits aren't as good. Hibbs stated there have been no complaints about this plan so she suggested going with the renewal option with 9.1% premium increase. Consensus of Council agreed.
 - Library Grants – council approval? Council has no issue with this. Library Board should go ahead.
 - Concern over solid-waste roll-offs residential area. Council not sure this is an issue. We will watch.
10. Council comments/discussion - none
11. Adjourn
Motion by Baskin, second by Fredericksen to adjourn
Roll: Ayes: Unanimous. Motion passes.

Being there was no further business, meeting adjourned at 8:19 p.m.

Jeff Lillie, Mayor

Attest: _____
Mary Sue Hibbs, Clerk/Treasurer