

**UNAPPROVED MINUTES**  
**Earlham City Council Meeting**  
**February 13, 2023**

The Earlham City Council met in regular session on Monday, February 13, 2023, at Earlham City Hall. Mayor Lillie called the meeting to order at 7:00 p.m., and the following answered roll: Baskin, Fredericksen, Mudge, Swalla.. Absent: Nelsen. Also present: Clerk Hibbs, Police Chief Stringham, Public Works Supervisor Coffman.

1. Approval of Agenda  
**Motion by Baskin, second by Fredericksen, to approve agenda.**  
**Roll: Ayes – unanimous. Motion passes.**
2. Public Hearing – Maximum Property Tax Dollars for FY24 Budget (Max Levy).  
Mayor declared the public hearing open at 7:00 p.m. Hibbs explained the Max Levy that is proposed. She stated no written or oral comments were received at City Hall. No other comments were received at meeting.  
**Motion by Fredericksen, second by Baskin, to close public hearing.**  
**Roll: Ayes – unanimous. Motion passes. Public Hearing closed at 7:30 p.m.**
3. Public Forum – None
4. Consent Agenda:
  - a. Council meeting minutes for 1-9-23, 1-25-23 & 2-6-23
  - b. Treasurer’s Report for 2-13-23
  - c. Claims and Receipts Report for 2-13-23**Motion by Fredericksen, second by Mudge, to approve consent agenda.**  
**Roll: Ayes – unanimous. Motion passes.**
5. Department Reports
  - a. Public Works - Gary Coffman, Public Works Supervisor.  
Birch Avenue has been rocked. Worked on fixing broken water meters. Fixes a water main break at Cedar between 4<sup>th</sup> & 5<sup>th</sup>. Snow removal. Cleaned out Community Building storage room. Working on lead line survey. Had discussion with engineer on storm water project, as well as lagoon project. Swalla asked about progress of ash tree removal. Adel Tree is working on a grant to help plant established trees.
  - b. Police Department – Chief Matt Stringham  
Last year had 534 calls which came through the sheriff’s dispatch. That does not include the calls coming through city hall. In last 7 months have had 393 calls through sheriff’s dispatch. Has started a Facebook page which shows the number and type of calls. Served notice to abate nuisance at 475 NW 5<sup>th</sup>. Citizens have done good job of getting cars off the street during snow events - pre-notification has helped. ECSD Superintendent Kaster is writing up a 28E agreements for the future SRO. The rest of that salary will come from COPS grant. Rob Donovan has 6 weeks into the academy and has 9 weeks remaining.
6. Board, Commission, Committee Reports
  - a. Finance/Budget Committee  
Hibbs stated she went over revenues and expenditures at the meeting, as well as the Max Levy. The overall levy will include a \$1 increase which is due to higher debt service payments because of the lagoon project.
7. UNFINISHED BUSINESS
  - a. Swimming pool renovation and new public works building.  
Coffman stated he is still waiting for concrete bid for the pool decking and fence

- b. 28E agreement w/school regarding tower land  
Mayor stated the ECSD owns the land the water tower is on. Coffman and Hibbs have been unable to find an original agreement for the previous water tower, but it would need to be updated anyway. Mayor stated we will be working on that.
  - c. 28E agreement w/school regarding Rec Park.  
That is supposed to be renewed every five years. The latest one expired in 2021, but was not address due to Covid. The new superintendent would like to see new agreement. There are a couple of new building on the grounds. School and city are looking at recommendations for new 28E.
8. NEW BUSINESS
- a. Consider approval of Resolution No 23-07 Approving the Maximum Property Tax Dollars for Budget Year July 1, 2023 through June 30, 2024.  
**Motion by Baskin, second by Swalla, to approve Resolution No 23-07 Approving the Maximum Property Tax Dollars for Budget Year July 1, 2023 through June 30, 2024**  
**Roll: Ayes – unanimous. Motion passes.**
  - b. Consider approval of Resolution No 23-08 A Resolution to Participate in the Planning and Development Programs of the Southern Iowa Council of Governments.  
**Motion by Swalla, second by Baskin, to approve Resolution No 23-08 A Resolution to Participate in the Planning and Development Programs of the Southern Iowa Council of Governments**  
**Roll: Ayes – unanimous. Motion passes.**
  - c. Consider approval of motion to name Jeff Lillie to the Project Board for SICOG.  
**Motion by Fredericksen, second by Mudge, to approve Jeff Lillie to the Project Board for SICOG.**  
**Roll: Ayes – unanimous. Motion passes.**
  - d. Consider approval of motion to authorize the Mayor to sign the Agent/Broker of Record Change for naming the Nelsen Agency as insurance representative for the City of Earlham  
**Motion by Fredericksen, second by Swalla, to authorize Mayor to sign the Agent/Broker of Record Change for naming the Nelsen Agency as insurance representative for the City of Earlham**  
**Roll: Ayes – unanimous. Motion passes.**
  - e. Connie Terry – Levitt Amp  
They have been awarded a grant for \$30,000 a year for three years. She stated over the past years they have been hosting the concerts, they have only received one complaint regarding noise from someone who lives several blocks away. She presented a request for city contributions towards the concerts for custodial services, security services, noise ordinance variance, transient merchants permit exceptions, and a donation of \$7500.  
**Motion by Fredericksen, second by Mudge, to approve the request for in-kind donations and \$7500 donation to Earlham Chicks with Checks for the Earlham Levitt Amp 2023 summer series.**  
**Roll: Ayes – unanimous. Motion passes.**
  - f. Consider approval of motion to set the date and time for the Public Hearing on for the FY 24 Budget for Monday, March 13, 2023, at 7:00 p.m. \*  
Hibbs explained because of pending SF181, which lowers the residential property rollback. Counties will receive new numbers from the state and re-calculate city valuations. Budget may have to be redone and it is possible that the budget will not be ready by the next council meeting. If SF181 passes, there is an amendment moving the budget due date to April 30 2023.  
**Motion by Baskin, second by Mudge, to approve the motion to set the date and time for the Public Hearing for the FY24 Budget for Monday, March 13, 2023, at 7:00 p.m. \* However, if SF 181 is passed and signed into law, with an extension for the filing of FY24 Budget to April 30, 2023, the Public Hearing for FY24 Budget will be Monday, April 10, at 7:00 p.m.**

9. Mayor's Report

Attended several County budget meetings.

10. Clerk's Report

- a. City Seal – Hibbs said she needs a new city seal for her desk, and feels it's time for a new design for the Earlham City Seal. The current one has a picture of the "Earlham – Welcome All" arch, circa 1923. Council suggested possibly letting school students submit designs.
- b. Police holiday pay. Clerk feels this should be discussed by Human Resource Committee. Earlham is behind what other area cities pay. HR Committee meeting will be set for March 13, 2023, 6:30 PM. Discussion on how this would affect budget.
- c. Water rates ordinance next month. Warren water rates are going up substantially forcing us to raise rates. We also need to add in our regular rate increase.

11. Council comments/discussion

12. Adjourn

**Motion by Fredericksen, second by Mudge, to adjourn.**

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

Being there was no further business, meeting was adjourned at 7:54 p.m.

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Jeff Lillie, Mayor

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