

Earlham City Council Meeting
May 8, 2023

The Earlham City Council met in regular session on Monday, May 8, 2023, at Earlham City Hall. Mayor Lillie called the meeting to order at 7:00 p.m., and the following answered roll: Fredericksen, Mudge, Nelsen, Swalla. Absent: Baskin. Also present: Clerk Hibbs, Public Works Supervisor Coffman (by Zoom), Police Chief Stringham, Fire Chief Boyle.

1. Approval of Agenda

Motion by Mudge, second by Fredericksen, to approve agenda.

Roll: Ayes – unanimous. Motion passes.

2. Public Forum

Tracy Knapp, Constituent Services Representative for Congressman Zac Nunn, was present to explain the services his office provides. She mentioned he helps identify grants. He will be in Earlham Friday, May 26th at Noon and is hoping to meet with council and/or have lunch with them.

3. Consent Agenda:

- a. Council meeting minutes for 4-10-23
- b. Treasurer's Report for 5-8-23
- c. Claims and Receipts Report for 5-8-23
- d. Consider approval of Iowa Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Hometown Market for FY24.
- e. Consider approval of Iowa Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Casey's General Store #2644 for FY24.

Motion by Fredericksen, second by Mudge, to approve consent agenda.

Roll: Ayes – unanimous. Motion passes.

4. Department Reports

- a. Public Works - Gary Coffman, Public Works Supervisor
Coffman joined meeting via Zoom. Reported on following: street sweeping, mowing, trimming, alleys bladed, tree stumps dug out, filled in and seeded. Snow equipment cleaned up and put away. Has been working with engineer on the SRF Storm Project. Lagoon Project is moving along. They want to get cell 3 filled back up and cover put on, then we can start getting data on e-coli.
- b. Police Department – Chief Matt Stringham
Robert has graduated academy and is now on schedule rotation. Chief stated no issues with After Prom. Installed three new AEDs in patrol cars. Hooked up to City Hall wi-fi so reports can be sent to downloaded and sent to State. Received Governor's Traffic Safety Bureau grant - \$4000 for electronic speed sign and \$5000 towards enforcement. Current speed sign is having battery issues and Chief is trying to get it fixed. Has talked with State Fire Marshall on 125 W 1st Street. Broken windows have been boarded and fire escape has been installed. Owner has been working with Chief on issues. Chief is in process of gathering more information/examples on curfews.
- c. Fire Department – Chief Shawn Boyle
By the end of April, there were 49 fire calls so far this year. Received \$1200 for hazardous materials incident on interstate from Dallas County. Department has been helping out DeSoto cover their district. They have been having some personnel issues. This will not affect Earlham calls. Discussion on possible long term. Not a big issue at this time, but we will see what happens after 6 months. Storm siren bids – he can't see anything too much different in the 3 bids. He suggested throwing out the high bid, the low bid, and go with the middle (Unplugged Wireless).

Motion by Mudge, second by Nelsen, to accept the Unplugged Wireless bid for new storm siren.

Roll: Ayes – unanimous. Motion passes.

5. Board, Commission, Committee Reports

a. Public Safety Committee (*food trucks*)

Reviewed current transient merchant ordinance and compared to food truck ordinances for Charles City and DeWitt. Our current transient merchant ordinance would probably cover food trucks, but we want to be more qualitative. Going to add food truck definition. Going to change fees for daily, weekly, monthly and annually. Time restrictions will be 8am to 10pm. Discussion on liquor being excluded. Location will go through, and be approved by, City Clerk or her designee. Application should be submitted at least two business days prior of date requested. If food truck at private event and is parked on public street, a permit is needed. Hibbs will put together in an ordinance and bring back to Council.

6. UNFINISHED BUSINESS

a. Swimming pool renovation update – Coping is done. Weather permitting, deck will be poured this week.

b. 28E agreements with ECSO for:

1) rec park - Gary has made notes for rec park of items we've added out there in past 5 years. Delete preparation of little league fields. Benches, bleachers, flag, sheds added to City side. Superintendent Caster stated when we have this done to send it to him for school review. We will have on agenda for June meeting to approve.

2) water tower – School owns property and City owns tower. School is looking for the old 28E for this.

c. Water tower maintenance – Maguire Iron sent two quotes: one for inspection every other year \$2,650; and one for \$14,000 a year which includes inspection/maintenance and covers painting when it become necessary. City won't have to come up with large lump payment for painting.

Motion by Swalla, second by Mudge to approve Full-Service Maintenance Plan at \$14,000 a year. Roll: Ayes – unanimous. Motion passes.

7. NEW BUSINESS

a. Consider approval of Pay App #5 from Blue Ribbon Builders in the amount of \$584,664.60.

Motion by Fredericksen, second by Nelsen, to approve Pay App #5 from Blue Ribbon Builders in the amount of \$584,664.60.

Roll: Ayes – unanimous. Motion passes.

b. Consider approval of Resolution No. 23-14 A Resolution for American Rescue Plan Act (ARPA) Allocation for FY2024 Street Project.

Motion by Swalla, second by Mudge, to approve Resolution No. 23-14 A Resolution for American Rescue Plan Act (ARPA) Allocation for FY2024 Street Project.

Roll: Ayes – unanimous. Motion passes.

d. Consider approval of Resolution No. 23-15 Approving 28E Agreement with Earlham Community School District for Sharing Salary of School Resource Officer.

Motion by Swalla, second by Mudge, to approve Resolution No. 23-15 Approving 28E Agreement with Earlham Community School District for Sharing Salary of School Resource Officer.

Roll: Ayes – unanimous. Motion passes.

e. Consider approval of Resolution No. 23-16 Transferring \$175,000 from LOST Fund to the Swimming Pool Renovation Project Fund.

Motion by Mudge, second by Fredericksen, to approve Resolution No. 23-16 Transferring \$175,000 from LOST Fund to the Swimming Pool Renovation Project Fund.

Roll: Ayes - unanimous. Motion passes.

- f. Consider approval of Resolution No. 23-17 Raising Admission, Season Passes, and Lesson Fees at the Earlham Swimming Pool.
Motion by Swalla, second by Mudge, to approve Resolution No. 23-17 Raising Admission, Season Passes, and Lesson Fees at the Earlham Swimming Pool.
Roll: Ayes – unanimous. Motion passes.
- g. Discussion and possible action on new 5-year lease agreement on Gendler Park with J. Pettiecord. Coffman explained J. Pettiecord pays rent on 2 different sections, one for \$15,600 and another for \$6,000. He also stated they are actually using more land than they originally agreed to. Coffman spoke with the owner and they both decided \$30,000 per year was a fair amount for the total amount of land they are leasing.
Motion by Fredericksen, second by Nelsen, to approve a 5-year lease at \$30,000 per year, and to have city attorney write a new lease agreement.
Roll: Ayes – unanimous. Motion passes.
- h. Discussion and possible action on installation of downtown speaker system – Chicks with Checks This item is TABLED. Connie Terry with Chicks With Checks requests this be discussed at a later time.
- i. Consider approval of motion to approve Community Building revised By-Laws. Council reviewed by-laws with revisions. Discussion on how long officers can serve in their capacities. Council agreed two 2-year terms as an officer. Council did not feel the need to limit the number of terms a member can serve on the board.
Consensus of Council agreed to the revised Community Building Board By-Laws.
- j. Consider approval of proposed Freedom Fest plans – Tracy Griffin Griffin explained plans. Different this year is a carnival which will be on NE 2nd Street. She stated they need to add kybos/port-a-potties this year and more garbage dumpsters.
Motion by Swalla, second by Mudge, to approve 2024 Freedom Fest Plans, and City will pay for the kybos and the extra garbage dumpsters.
Roll: Ayes – unanimous. Motion passes.
8. Mayor’s Report
9. Clerk’s Report – Comprehensive Plan Meeting 5-16-23 at 7:00 p.m. with Jeremy Rounds from SICOG. Chicks with Checks cat neutering program is on hold. Historical Preservation meeting 5-16-23 at 6:00 p.m.
10. Council comments/discussion
11. Adjourn
Motion by Fredericksen, second by Mudge to adjourn.
Roll: Ayes - unanimous. Motion passes.

Being there was no further business, meeting adjourned at 8:27 p.m.

Jeff Lillie, Mayor

Attest: _____
Mary Sue Hibbs, Clerk/Treasure