**CITY OF PRAIRIE CITY**

## MINUTES

## june 7, 2016

The City Council of the City of Prairie City, Jasper County, Iowa, met on June 7, 2016, at the City Hall in regular session at 6:00 p.m. Mayor Chad D. Alleger presided. Roll was called showing members present and absent as follows:

Present: Mayor Alleger; Councilors: Beiner, Burkett, and Downey

Absent: Councilors Engle and Kuecker

Also in attendance: Administrator Toribio, Police Chief Bartello, City Clerk Martin

Agenda: Councilor Burkett moved to approve the Agenda. Councilor Beiner seconded the motion and on roll call vote, the motion carried unanimously.

Public Comment: Larry Wenthe addressed the council with concerns over vehicles. Following brief discussion a meeting was scheduled.

Oath of Office: Chief Bartello swore in Jeremy Stevenson and Steven Johns as part-time Police Officers.

Consent Agenda:

**6A** Minutes Received: City Council Minutes: Regular minutes dated 5/10/16; Library Board dated 5/9/16; and Prairie City Home Town Pride minutes dated 4/25/16.

**6B-1** City Management Report: May Payroll, Building Permit Reports, March Financial Reports, Master Builders of Iowa Construction Update, MWA Curb It! Fee Adjustment Memo, and Complaint.

**6B-2** Chief of Police’s Report included update on: Reserve Program, MACH computer program, Patrol Rifle, reCycle a biCycle Program, Vehicle update, Youth Academy, May Activity Report, and the May EMS Monthly Report.

**6C** Resolution No. 6-7-2016#1, “RESOLUTION APPROVING BILLS and Trust Transfers.”

**6D** Motion to approve the 2016-2017 Iowa Retail Cigarette/Tobacco Permits: Prairie City Foods and Casey’s General Store.

**6E** Honorable Mayor’s Council, Department and Committee Appointments: Includes appointing Cody Wenthe as Chairperson for the Ambulance Board.

**6F-G** Resolution No. 6-7-2016#2 “RESOLUTION NAMING 2016 HONORABLE MAYOR’S COUNCIL, DEPARTMENT, AND BOARD/COMMISSION APPOINTMENTS.”

DARIN GRABER EDC COMMITTEE

CODY WENTHE AMBULANCE CHAIRPERSON

**6G** Motion to Approve Jeremy Swan for the Ambulance Department.

Councilor Beiner moved to approve the Consent Agenda. Councilor Downey seconded the motion and on roll call vote, the motion carried unanimously.

Petitions and Communications:

Public Works-Water System Pressure Update: City Administrator Toribio shared the proposals received from Automatic Systems and Jetco Electric for controls system upgrades to our water system. He requested time for himself, Forrest Aldrich with Veenstra & Kim, and Public Works to review the options. They would bring forth a recommendation at the next meeting.

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Franchise Fee Update: City Administrator Toribio presented the Council with an updated draft of a notice explaining the franchise fee. Following brief discussion it was noted that a clarification on zero impact needed to be included.

Introduction and Adoption of Ordinances, Resolution, Public Hearings:

Councilor Burkett introduced and moved for the adoption of Resolution No. 6-7-2016#2, “A RESOLUTION SETTING THE NEXT REGULAR MEETING ON juLY 7, 2016 AT 6:00 P.M. AT CITY HALL.” Councilor Beiner seconded the motion and on roll call vote, the motion carried unanimously.

One-Way Traffic Ordinance No. 338: “AN ORDINANCE AMENDING THE CODE PERTAINING TO ONE-WAY TRAFFIC AS IT RELATES TO THE ALLEY BETWEEN FIFTH STREET AND JEFFERSON STREET.” Councilor Downey moved that this constitutes the second reading. Councilor Burkett seconded the motion and on roll call vote, the motion carried unanimously.

Councilor Downey introduced and moved for the adoption of Resolution 6-7-2016#3, “A RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE 5-YEAR MAINTENANCE AGREEMENT WITH THE DEPARTMENT OF TRANSPORTATION.” Councilor Beiner seconded the motion and on roll call vote, the motion carried unanimously.

Councilor Downey introduced and moved for the adoption of Resolution 6-7-2016#4, “A RESOLUTION SETTING THE WATER RATE STRUCTURE ORDINANCE CHANGE HEARING FOR THE NEXT REGULAR MEETING ON JULY 7, 2016 AT 6:00 P.M. AT CITY HALL.” Councilor Burkett seconded the motion and on roll call vote, the motion carried unanimously.

Councilor Beiner introduced and moved for the adoption of Resolution 6-7-2016#5, “A RESOLUTION SETTING THE WASTWATER RATE STRUCTURE ORDINANCE CHANGE HEARING FOR THE NEXT REGULAR MEETING ON JULY 7, 2016 AT 6:00 P.M. AT CITY HALL.” Councilor Downey seconded the motion and on roll call vote, the motion carried unanimously.

Councilor Downey introduced and moved for the adoption of Resolution 6-7-2016#6, “A RESOLUTION TO AUTHORIZE THE MAYOR TO SIGN A CONTRACT WITH JONATHON MAY- COMEDY MAGICIAN IN THE AMOUNT OF $500.00 FOR THE 2016 PRAIRIE DAYS TO BE PAID THROUGH THE CELEBRATION COMMISSION TRUST FUND.” Councilor Beiner seconded the motion and on roll call vote, the motion carried unanimously.

Councilor Downey introduced and moved for the adoption of Resolution 6-7-2016#7, “A RESOLUTION TO APPROVE A 2% COST OF LIVING INCREASE FOR THE FOLLOWING PUBLIC EMPLOYEES EFFECTIVE FOR FY 2016-2017 BEGINNING WITH THE PAY PERIOD STARTING JUNE 20, 2016 AND AUTHORIZE THE CITY ADMINISTRATOR TO GIVE A

MERIT INCREASE OF UP TO 1%.” Council Beiner seconded the motion and on roll call vote, the motion carried unanimously.

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FULL TIME

M Samson Public Works $22.72 per hour

C Van Der Kamp Public Works $22.74 per hour

T Kain Public Works $21.48 per hour

M German Police Officer $19.63 per hour

A Baldus Police Officer (6 Month 8/2016) $19.06 per hour

L Martin City Clerk/Treasurer (6 Month 10/2016) $23.28 per hour

E Voeller Utility Clerk $18.54 per hour

PART TIME and STRAIGHT TIME

J Anderson Library Assistant $10.00 per hour

Part Time Police Officers Police Department $17.82 per hour

Councilor Burkett introduced and moved for the adoption of Resolution 6-7-2016#8, “A RESOLUTION TO AUTHORIZE AND APPOINT LORI MARTIN AS THE TITLE VI COORDINATOR FOR THE CITY OF PRAIRIE CITY.” Councilor Downey seconded the motion and on roll call vote, the motion carried unanimously.

Councilor Downey introduced and moved for the adoption of Resolution 6-7-2016#9, “A RESOLUTION TO AUTHOZE THE MAYOR TO SIGN THE TITLE VI NON-DISCRIMINATION AGREEMENT WITH THE IOWA DEPARTMENT OF TRANSPORTATION (DOT).” Councilor Beiner seconded the motion and on roll call vote, the motion carried unanimously.

Old Business:

EMS Department-Audit: Cody Wenthe, Chairperson of the Ambulance Board stated that all noted compliance issues were addressed and corrected and that they have received a 2-year certification. The next audit will be in 2018.

EMS Oversight Committee: Tabled for full council.

New Business:

Police-Park Regulations: Chief Bartello noted that a question had risen over specific language in our Park Ordinance. Section 47.10 Hunting and Trapping states that “…and no one shall carry firearms, air guns, or bow and arrows in any City park.” Following brief discussion Councilor Burkett requested a special workshop be set up to review and discuss our City Codes, specifically relating to building, zoning, and firearms. City Administrator Toribio will work with our Attorney and Building Inspector to set up a workshop.

Police-Annual Report: Chief Bartello provided his Annual Report.

City Hall-Fund Breakdown: City Administrator Toribio provided information and various options to the Council for their review and consideration. He explained that the current budget is set for FY

2016-2017. He would recommend that any changes be considered during the budgeting process for FY 2017-2018. Brief discussion followed. No action taken.

University of Iowa-Rails-to-Trails: Tabled for full council.

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City Administrator Update: Administrator Toribio updated Council on future meetings including the joint City/School workshop scheduled for Wednesday, June 8 at 6:00 p.m.

With no further business to discuss, Councilor Downey moved to adjourn the meeting at 7:00 p.m. Councilor Beiner seconded the motion and on roll call, the motion carried unanimously.

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 **Mayor**

**ATTESTED TO:**

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**Lori Martin**

**City Clerk**