

**CITY OF PRAIRIE CITY  
MINUTES  
FEBRUARY 8, 2017**

The City Council of the City of Prairie City, Jasper County, Iowa, met on February 8, 2017, at City Hall in regular session at 6:00 P.M. Mayor Chad D. Alleger called the meeting to order and asked everyone to rise for the Pledge of Allegiance. Roll was called showing members present and absent as follows:

Present: Mayor Alleger; Councilors: Beiner, Burkett, Downey, Engle and Kuecker  
Absent: None. Also in attendance: City Administrator Martin, City Clerk Kane, Police Chief Bartello, Library Director Ponder, Ambulance Director Wenthe, Fire Chief Van Der Kamp and Public Works Van Der Kamp.

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

Public Comment: Mel McReynolds stood before the Council regarding a claim for damages at his daughter and son-in-law, Randy and Marla Moore's bathroom during sewer lining project three months ago. Mr. McReynolds stated that claim damages had been submitted to City Hall for Municipal Pipe and Tool, but the claim documents were denied. Mr. McReynolds projected his frustration with the lack of communication regarding the damages. Mike Naber then informed the Council of damages to his washing machine, which he says occurred during the sewer lining project. Larry Wenthe conveyed that his bathroom floor was damp also due to blowback during the project. Administrator Martin noted that she felt MPT would require documentation in order to address any claim. She will follow up with each person individually.

John Lee read a statement to the Council regarding the Public Safety Building Project currently being discussed by a joint committee of Police, Fire and Ambulance. Mr. Lee stressed the need for communication with the Council and suggested that he update the Council on a monthly basis while the citizens work on developing a plan.

Fire Chief Van Der Kamp addressed the Council regarding the Fire Department's upcoming Valentine's Day Fundraiser, which will be held Saturday, February 11 at the Stampede Restaurant. This year they have voted to donate the proceeds to Scott Bolles medical fund.

Steve Wilkie spoke to the Council regarding Prairie Days Celebration alcohol permit for the event.

Consent Agenda: Approval of Council, Boards and Commissions Minutes. January 11, 2017 Council Meeting Minutes, January 25, 2017 Workshop Minutes, February 1, 2017 Workshop Minutes, Ambulance Report Feb 2017, Fire Report Feb 2017, Park Board Nov 16, 2016 and Jan 25, 2017, Department Reports, Police Feb 2017, Public Works Feb 2017, Bills and Transfers: RESOLUTION 2-8-2017#1 APPROVING BILLS AND TRANSFERS, Gross Wage Report: 2016 Councilor Burkett moved to approve the Consent Agenda. Councilor Beiner seconded the motion. On roll call vote, the motion carried unanimously.

Petitions and Communications: None

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Introduction and Adoption of Ordinances, Resolution, Public Hearings:

Councilor Kuecker introduced and moved for the adoption of Resolution No. 2-8-2017#2 RESOLUTION SETTING THE NEXT REGULAR MEETING FOR WEDNESDAY, MARCH 8, 2017, AT 6:00 P.M. AT CITY HALL.” Councilor Engle seconded the motion. On roll call vote, the motion carried unanimously.

RESOLUTION 2-8-2017#3 Approving 2016 Annual Financial Report. Councilor ~~Motion by~~ Engle moved to approve. Councilor Beiner seconded the motion. On roll call vote, the motion carried unanimously.

Public Hearing: General Obligation Lease Agreement. Mayor Alleger called the public hearing to order at 7:55 p.m. No comments were made and no written comments were received. Mayor Alleger closed the public hearing at 7:56 p.m.

Taser Lease Agreement: RESOLUTION 2-8-2017#4 Approving and Authorizing a General Obligation Lease Agreement with Lease Payments in a Principal Amount not to Exceed \$4,000 and for the purchase of four Tasers for the Police Department. Providing for the Levy of Taxes to Pay the Same. Councilor Kuecker moved to approve the lease agreement with Taser. Councilor Beiner seconded the motion. On roll call vote, the motion carried unanimously.

New Business:

Sanitary Sewer Lining Update: Sara Kappos, Veenstra & Kimm, explained that the project is 59% complete. The next phase of the project will be to complete repairs to the service line connections. The company is scheduled to begin installation of top hats next week. The company installing T-liners is scheduled to start by March 10. Then MPT will be back in with two crews to grout the remaining services. Ms. Kappos stated that five (%) of every payment is held back as retainage. There is currently a little over \$23,000 in that reserve.

Ms. Kappos then presented Change Order #3 for Council approval. She explained that in the contract they had estimated 10 protrusions around service line connections. These protrusions would create air bubbles if lined over, thus not sealing well. When the lines were televised 36 protrusions were found, which had to be removed with specialized equipment, at a cost of \$500 each for a total of \$18,000. MPT has agreed to drop the price down to \$100 each. Saving the City \$14,400 in return for a two month extension. Point repair on North Street east of Orchard, they will come back in four years to televise. Councilor Kuecker moved to approve Change Order #3. Councilor Beiner seconded the motion. On roll call vote, the motion carried unanimously.

Administrator Martin presented the Pay Request #3 in the amount of \$135,909.66 for work completed. Following lengthy discussion over the reported damages caused by blowback during this project Councilor Burkett moved to approve the payment; but to hold the check until MPT provides the City with a guideline for residents to submit claims, a time-frame for MPT’s response, followed by City Administrator Martin’s verification that residents received a response from MPT, and her report to Council.

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Councilor Downey seconded the motion. On roll call vote, the motion carried unanimously.  
Public Hearing Sanitary Sewer Lining Project: Councilor Beiner moved to set the public hearing for Wednesday, March 8, 2017 at 6:00 p.m. Councilor Downey seconded the motion. On roll call vote, the motion carried unanimously

Seasonal Employees for Summer Rec Program: Administrator Martin informed the Council that two people applied for the two open positions. Both of these applicants worked in this capacity last year, and the Park Board recommended their hire. Councilor Burkett moved to hire Jennifer Kline and Alyssa Grier. Councilor Downey seconded the motion. On roll call vote, the motion carried unanimously. Administrator Martin stated that five applications have been received for Public Works mowing position. She will interview the applicants along with Public Works Staff, and bring forth a recommendation at the March 8 Council meeting.

Sealed Bid-Dugout Covers: Administrator Martin noted that the City received one bid and Park Board recommends awarding the bid to MBK Construction and Consulting for \$4960. The project will be completed prior to the start of the 2017 season. Councilor Downey moved to award the bid to MBK. Councilor Beiner seconded the motion. On roll call vote, the motion carried unanimously.

Library Annual Report: Library Director Ponder presented a creative bookmark as her year-end library report, showing Prairie City Library by the numbers. The report shows an increase of 23.4% in circulation of physical items from the 2015 report.

Street Closure Request – Administrator Martin presented the Council with a request from the Neal Smith National Wildlife Refuge to close S. Prairie Drive and W. McMurray Street for their Peddle the Prairie scheduled for Saturday, May 20, 2017. Prairie City businessman Steve Wilkie, voiced his concern for the use of city space and recommended that the Council consider charging a fee for the event. Mr. Wilkie further noted his concern for safety with lack of turn around space for the event participants. During discussion suggestions were given by Police Officer German, who worked last year's event. Council tabled a decision until additional information could be gathered.

Administrator Martin informed the Council that the Fire Department has a Certificate of Deposit valued at \$2,143.67 which is up for renewal. Following discussion Councilor Beiner moved that the monies be turned over to the Prairie City Rescue Association for the PC Fire Department. Councilor Downey seconded the motion. On roll call vote, the motion carried unanimously.

Councilor Burkett excused himself from the meeting at 8:14 p.m.

Decoy Contract and Down Payment: The 2017 Prairie Days Celebration committee presented the Council with the contract from Decoy to perform on Saturday, July 29, 2017, during Prairie Days. A deposit of \$1,500 was approved. Councilor Kuecker moved to approve the contract and authorize the \$1,500 down payment. Councilor Engle seconded the motion. On roll call vote, the motion carried unanimously.

PFM Engagement Letter: Administrator Martin presented the Council with an Engagement Letter

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from PFM Financial Advisors who have provided financial services since 2008. Councilor Downey moved to approve. Councilor Engle. On roll call vote, the motion carried unanimously.

Cornerstone Adminisystems: Administrator Martin presented the 12-month contract for Cornerstone Adminisystems, Inc. Service. Director Wenthe noted that Midwest Medical Transport terminated ambulance billing services effective January 31, 2017. The cost for Cornerstone Adminisystems Inc. is calculated at a flat 10%, which is less than we were previously paying 14.29%. Councilor Engle moved to approve the contract. Councilor Beiner seconded the motion. On roll call vote, the motion carried unanimously

Old Business: No old business.

City Administrator Update: Ambulance Purchase; Buffalo Center's new ambulance is scheduled to be completed by the end of March. The Department plans to update the graphic and install a new radio. Martin noted that the Prairie City Rescue Association has voted to donate \$10,000 towards the new ambulance. She also provided them with a breakdown of income sources and a recommendation of what monies to use. She asked them to review the recommendation and she would have it on the agenda for action at the March meeting. John Lee addressed the Council and asked if they had considered keeping the old ambulance. Council consensus was not to keep the old ambulance.

FY17-18 Budget workshop is scheduled for Monday, February 13, 2016.

With no further business to discuss, Councilor Kuecker moved to adjourn the meeting at 8:25 PM Councilor Beiner seconded the motion. On roll call, the motion carried unanimously.

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**Chad D. Alleger**  
**Mayor**

**ATTESTED TO:**

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**Cindy Kane**  
**City Clerk**