

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

The City Council of the City of Prairie City, Jasper County, Iowa, met on March 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 and Public Works Van Der Kamp.

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

Public Comment:

Mel McReynolds addressed the Council with concerns regarding the sewer project and damages to his daughter, Marla Moore's bathroom. Administrator Martin responded stating the claim was submitted to Municipal Pipe Tool who will contact each property owner directly.

Bryon Johannes and Mike Gilbert, Community Representatives for Mid-American Energy presented Council with a check of \$500 for the Prairie Days Celebration.

Consent Agenda: Approval of Council, Boards and Commissions Minutes. February 8, 2017 Council Meeting Minutes, February 13, 2017 Budget Workshop Minutes, February 16, 2017 Budget Workshop Minutes, Department Reports; Police March 2017, Fire Report March 2017, Ambulance Report & Minutes March 2017, Public Works March 2017, Financial Reports Building Permit Reports. Liquor License: Renewal Stampede. Bills and Transfers: RESOLUTION 3-8-2017#1 APPROVING BILLS AND TRANSFERS, Councilor Beiner moved to approve the Consent Agenda. Councilor Burkett seconded the motion. On roll call vote, the motion carried unanimously.

Petitions and Communications: FY16 Examination Report by Faller Kincheloe & Co. Councilor Engle requested a plan to address the audit findings. Administrator Martin will provide a plan at a later date. Councilor Burkett concerned over cement park contract. No action.

Introduction and Adoption of Ordinances, Resolution, Public Hearings:

Councilor Downey introduced and moved for the adoption of Resolution No. 3-8-2017#2 RESOLUTION SETTING THE NEXT REGULAR MEETING FOR WEDNESDAY, APRIL 12TH, 2017, AT 6:00 P.M. AT CITY HALL." Councilor Kuecker seconded the motion. On roll call vote, the motion carried unanimously.

RESOLUTION 3-8-2017#3 Approving Employee Handbook, Amendment Section 6E updating the overtime hour calculation for Police Officers to over 86 hours, pursuant FLSA regulations. Councilor Downey moved to approve. Councilor Beiner seconded the motion. On roll call vote, the motion carried unanimously.

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Public Hearing: Sanitary Sewer Lining Project Update pursuant to Section 508 of the Housing and Community Development Act of 1987. Mayor Alleger called the public hearing to order at 6:10 p.m. This public hearing is being held to update residents on the City's sanitary sewer improvements project. This project is funded in part by a Community Development Block Grant; The need for and goals of the project have not changed since the CDBG application was submitted to the State of Iowa in the fall of 2014; Municipal Pipe Tool Company, is the contractor for the project. Work on the project is approximately 71% complete; The grant is scheduled to close-out July 31, 2018; To date, \$276,534 in CDBG funds have been requested and \$69,179.15 in matching funds have been expended; No comments were made and no written comments were received. Mayor Alleger closed the public hearing at 6:11 p.m.

Public Hearing Proposed FY18 Budget: Mayor Alleger called the public hearing to order at 6:12 p.m. No comments were made and no written comments were received. Mayor Alleger closed the public hearing at 6:13 p.m.

RESOLUTION 3-8-2017#4 Councilor Beiner moved to approve the FY18 Budget. Councilor Downey seconded the motion. On roll call vote, the motion carried unanimously.

ORDINANCE 344 AMENDING AND ADDING TO CHAPTER 63.04 SPECIAL SPEED ZONES. Approving Ordinance 344. Reflecting speed zone changes by the DOT and construction zone speed zones. Councilor Kuecker moved to approve the first reading. Councilor Downey seconded the motion. On roll call vote, the motion carried unanimously. 5 ayes and 0 nays

ORDINANCE 345 REPEALING, AMENDING AND ADDING TO CHAPTER 52 GRASS AND WEED CONTROL. Approving Ordinance 345. Councilor Engle requested that all notices issued to property owners be mailed certified mail. Chief Bartello confirmed it is practice for all notices to be either hand delivered or sent certified mail. Councilor Downey moved to approve first reading. Councilor Beiner seconded the motion. On roll call vote, the motion carried unanimously. 5 ayes and 0 nays.

New Business:

Sanitary Sewer Lining Update: Sara Kappos, Veenstra & Kimm. Ms. Kappos informed the Council that both main line and the top hat connections are complete. Grouting will be begin March 27th. United Pipe Renewal, Inc. is holding a demonstration and lunch at the Prairie City Community Building on Thursday, March 9. The public was invited to attend. Administrator Martin reported seven property owners voiced complaints regarding blow back during the sewer project. Four of the seven picked up claim forms. Only one person has returned a completed claim form to City Hall.

Pay Request #4: Administrator Martin presented the Pay Request #4 in the amount of \$91,216.56. Councilor Beiner moved to approve, Councilor Burkett seconded the motion. On roll call vote, the motion carried unanimously.

Seasonal Hiring for Mowing: Administrator Martin informed the Council that six individuals applied three positions. Two of these applicants worked in this capacity last year and the City Staff recommended their hire. Councilor Burkett moved to hire Alan Van Der Kamp, Todd Cushatt and

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Larry Ross; all at \$12.00 per hour. Councilor Downey seconded the motion. On roll call vote, the motion carried unanimously.

Chief Bartello requested the Council approve the hiring of Lucas Hauser at the rate of \$17.30 as a part-time Officer for Police Department. Councilor Burkett moved to hire Mr. Hauser. Councilor Downey seconded the motion. On roll call vote, the motion carried unanimously.

Sewer Charges: A property owner had water line break between house and detached garage, Public Works confirmed. Administrator Martin noted that the water did not go down the sewer. She requested Council to waive sewer charges in the amount of \$37.34. Councilor Burkett moved to approve. Councilor Beiner seconded the motion. On roll call vote, the motion carried unanimously.

Policy: City Administrator Martin asked Council to consider implementation of a new Policy regarding excessive sewer charges. The policy outlines criteria and allows City Administrator to act on any request of less than \$500. Any \$500 requests and all appeals over denial of credit will be forwarded to Council. Councilor Burkett moved to approve. Councilor Beiner seconded the motion. On roll call vote, the motion carried unanimously.

Street Light Request North Orchard Street. Tonya Sloan addressed the Council and requested approval for Mid-American Energy to place a street light on North Orchard Street, south of 8th Street. Police Chief Bartello and Public Works Van Der Kamp verified the area is lacking in street lights. The need for a request of two lights in the area will be reviewed. Councilor Downey moved to approve the request. Councilor Beiner seconded the motion. On roll call vote, the motion carried unanimously.

Melanie Umble of Shomo-Madsen-Umble Insurance presented a quote for the 2017-2018 insurance policy from Employers Mutual Company and Iowa Communities Assurance Pool. Councilor Downey moved to approve the renewal. Councilor Kuecker seconded the motion. On roll call vote, the motion carried unanimously.

Disposal of Property: Public Works have identified two pieces of excess equipment. Administrator Martin requested the Council to approve the sale of 1993 Ford F-350 and Eager Beaver Wood chipper. Councilor Downey moved to approve the sale. Councilor Engle seconded the motion. On roll call vote, the motion carried unanimously.

Ambulance Fundraiser: Mandy Pecinovsky addressed the Council requesting Jefferson Street and Washington, along with parking around the City square for closure on May 20th for a Motorcycle Bike Night fundraiser. After discussion, the street closure was tabled pending additional information. Pecinovsky also requested approval for a 90-day gambling license for an Ambulance Fundraiser raffle. Councilor Burkett moved to approve the 90-day gambling license. Councilor Downey seconded the motion. On roll call vote, the motion carried unanimously.

Buffalo Park: 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. The request for street closure would be for overnight

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parking, on Friday night May 19th to keep the area clear for early Saturday morning registration. Councilor Downey moved to approve the closure. Councilor Engle seconded the motion. On roll call vote, the motion carried unanimously.

Ambulance Purchase Buffalo Center Director Wenthe stated the ambulance would be available May 1, 2017. Councilor Downey moved to approve the payment of \$111,500 as recommended by City Administrator for the purchase when the ambulance is received. Councilor Burkett seconded the motion. On roll call vote, the motion carried unanimously.

Councilor Engle recommended a Class A audit. Councilor Engle stated it has been several years since a Class A audit and with three new staff hired over the past year it would be beneficial. Councilor Engle and City Administrator Martin will work with the State Auditor's Office to get a cost estimate. No action taken.

Elected Officials and Social Security Coverage: Clarification for Council; if a part-time elected official's wages are IPERS-covered, then that person's wages cannot also be covered under Social Security. This exclusion is part of the Social Security Act, and the Section 218 Agreement between the State of Iowa and the Social Security Administration. This means that part-time elected officials who are contributing to IPERS cannot also contribute to Social Security.

Old Business:

Franchise Fee: Council reviewing the replacement of the 1% fee. Burkett stated he was in favor of the churches and not-for-profit organizations being refunded the 1% fee. Administrator Martin will clarify with MidAmerican on who has been charged and report back to Council.

City Administrator Update: Councilor Kuecker questioned Administrator Martin regarding the timeline of the budget balancing. Martin reported that she was in contact with the Iowa League of Cities and Staff at ISU Extension Office for clarification. The budget will be ready for the March 20 Budget Committee Meeting and the March 22 full Council budget review meeting.

Administrator Martin reported bank reconciliations and financials are completed through August 2016. When additional months are completed they will be forwarded to Council. No action taken.

With no further business to discuss, Councilor Downey moved to adjourn the meeting at 7:10 PM. Councilor Beiner seconded the motion. On roll call, the motion carried unanimously.

Chad D. Alleger
Mayor

ATTESTED TO:

Cindy Kane
City Clerk