

**CITY OF PRAIRIE CITY
MINUTES
JUNE 24, 2020**

The City Council of the City of Prairie City, Jasper County, Iowa, met on June 24, 2020, in regular session via virtual communication at 6:00 P.M. Mayor Alleger called the meeting to order and asked everyone to rise for the Pledge of Allegiance.

Roll was called showing members present virtually and absent as follows: Present: Mayor Alleger; Councilors: Berger, Lindsay, Mc Donald, Taylor and Townsend. Also in attendance: City Administrator John Lloyd, Police Chief Joe Bartello and City Clerk Cindy Kane.

Councilor Taylor requested the consent agenda be moved to item 7. Taylor moved to approve the agenda as corrected. Councilor Mc Donald seconded the motion. On a roll call vote, the motion passed unanimously.

Public Comments:

Scott DeVries owner of Mound Prairie LLC voiced his concerns over the recent Bike Night held at Garden Square Park. DeVries stated the street closure announcement were forwarded to business owners late and additional concerns on notification from the City.

Introduction and Adoption of Ordinances, Resolution, Public Hearings

New Business:

City Administrator, John Lloyd, outlined the proposals for new City Attorney. After discussion, Councilor Mc Donald requested the City move forward with Council interviews for five firms. Councilor Taylor seconded the motion. On a roll call vote, the motion passed unanimously.

Mayor Alleger provided an outline of the site plan for the Pella Regional Health Clinic to be located at 202 S. State Street. Councilor Mc Donald requested the City move forward with the plan site. Councilor Berger seconded the motion. On a roll call vote, the motion passed unanimously.

Cindy Kane outlined the Hometown Pride mural on the Heartland Coop building located at 200 S. Main Street. The original mural was painted in the early 2000s and requires updating. Hometown Pride Committee contacted Jenny Morrett, PCM High School Art Teacher, to develop a new mural welcoming people to the downtown area. Morrett provided a bid of which supplies and half of the labor would be paid initially \$3881.67 and the remaining labor after completion. Kane also stated the building would be cleaned and primed for painting by CertaPro for \$2015.83. After review, Councilor Taylor requested the City move forward with Jenny Morrett and CertaPro. Councilor Taylor seconded the motion. On a roll call vote, the motion passed unanimously.

Mayor Alleger stated Cody Wenthe, Ambulance Director, had submitted his letter of resignation. After review, Councilor Taylor requested the City move to accept the letter of resignation. Councilor Berger seconded the motion. On a roll call vote, the motion passed unanimously.

Cindy Kane outlined the application from the Prairie City Historical Society for the EDC grant in the amount of \$3000 for a historical mural on the south side of their building at 111 S. Main Street by artist Ben Schuh. The EDC committee had recommended not to award the grant. Kane stated that the \$3000 could be paid out of the Community Beautification fund. The alley will be part of the new Red Rock Prairie Trail and funds are available in FY19-20 budget. Councilor Taylor requested the City move

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forward with \$3000 award. Councilor Lindsay seconded the motion. On a roll call vote, the motion passed 3 yes (Taylor, Lindsay, Berger) and 2 no (Mc Donald, Townsend).

Petitions and Communications: None

Old Business:

ORDINANCE NO. 375 - 3rd Reading setting FY 2020-2021 Water Rates 2% increase. Councilor Mc Donald moved to approve the 2% increase on the third reading. Councilor Berger seconded the motion. On a roll call vote, On a roll call vote, the motion passed.

Sue Ponder, Library Director, announced Catalyst Grant for \$100,000 was awarded to the City from the Iowa Economic Development for the Mound Prairie project located at 107 and 105 S. Main Street.

Mayor Alleger stated that the American Legion contacted the City regarding building a burn pit at Waveland Cemetery to properly retire American flags. Councilor Berger requested the City approve the project. Councilor Townsend seconded the motion. On a roll call vote, the motion passed unanimously.

City Administrator, John Lloyd, stated he met with MSA Engineer Andrew Inhelder regarding the north side of the downtown sidewalk. Over years the concrete curb has settled, causing varying levels. Lloyd proposed removing the outer narrow section and repairing it to sidewalk level. Lloyd stated he has found little interest in the project. He plans to continue search for additional firms. No action.

City Administrator, John Lloyd, stated the May water usage report accounted for 92% metered sales. He stated that a water loss is expected. No action.

Economic Development Corporation – Mayor Alleger led the discussion on the water and sewer line to the EDC property located at W. Second Street on the proposal for the City of Prairie City sponsoring the Economic Development Corporation project to route water and sanitary sewer to their property located at. No action.

Marshall Street Building - City Administrator, John Lloyd, stated he met with Public Works regarding the building. Additional drywall and concrete need to be removed and should be completed by mid-July. No action.

Strategic Plan - City Administrator, John Lloyd, reviewed the strategic plan projects with Council. Councilor Taylor stated the water line issues on the north side of the City should be revisited. Councilor Townsend requested senior housing be included in the strategic plan. After discussion, the top five items were requested continuing to monitor water loss, Marshall Street building, north side water line issues, storm water issues and senior housing project. No action.

RESOLUTION 06-24-20#2 Annual Transfer IPAIT - After review, Councilor Taylor moved to approve the annual IPAIT transfers for future equipment and projects. Police \$18,000, Ambulance \$15,000, Parks \$3,140, Park Board \$6,000, Cemetery \$2,140, EDC \$45,000, Water \$27,200, Sewer \$34,000. Councilor Mc Donald seconded the motion. On a roll call vote, the motion passed unanimously.

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RESOLUTION 06-24-20#3: Setting Prairie City Council Workshop for July 8, 2020, located at City Hall 6:00 P.M. setting the regular Prairie City Council Meeting for June 15, 2020, located at City Hall 6:00 P.M.; Councilor Taylor moved to approve. Councilor Lindsay seconded the motion. On a roll call vote, the motion passed unanimously.

Consent Agenda:

Council Workshop Minutes May 6, 2020; Regular Council Meeting Minutes May 13, 2020; Special Council Meeting Minutes May 22, 2020; Special Council Meeting Minutes May 29, 2020; Special Council Meeting Minutes June 1, 2020; Department Reports: Parks and Recreation Board Meeting April 15, 2020; Parks and Recreation Board Meeting May 20, 2020; Library Board Meeting May 26, 2020; May 2020 Financials; Mayor appointment of Councilor Townsend to Park and Rec, replacing Councilor Lindsay; RESOLUTION 6-24-20#1; Approving Bills and Transfers. Councilor Mc Donald moved to approve the consent agenda. Councilor Lindsay seconded the motion. On a roll call vote, the motion carried unanimously.

Councilor Lindsay led a discussion on the recent ball tournaments held at the Rec Complex. Lindsay stated addition cones and parking signs would be required.

With no further business to discuss, Councilor Berger moved to adjourn the meeting at 7:19 P.M. Councilor Lindsay seconded the motion. On roll call, the motion carried unanimously.

Chad D. Alleger
Mayor

ATTESTED TO:

Cindy Kane
City Clerk

Prairie City Economic Development Committee
5/27/2020 Meeting via Zoom 6:00pm

Present: Members: Scott DeVries, Mason Nicklos, Kirsten Weiland, Chad Alleger, Jeff Davidson, Christy Lindsay, Deb Townsend, John Lloyd

6:07pm Scott called the meeting to order

Scott added Approval of Minutes to the Agenda, Motion made by Mason to approve the minutes, Kirsten seconded, motion passed.

Motion made by Mason to approve the Agenda, Kirsten seconded, motion passed.

New Business:

Main Street Iowa: Scott requested to invite the Main Street Iowa Program to present to the EDC, discussion about who to invite to the initial presentation to include PCBA members, Chairs of the City Committees, etc. Mason added that it may be more beneficial to have a smaller group for the initial presentation then if there is a decision to move forward, more individuals and groups could be included in the discussions. Scott will follow up with Main Street Iowa to get something scheduled by the next EDC meeting.

TIF District Expansion for Downtown Revitalization Program: John will get the map, add it to the Downtown Revitalization Program Grant form and upload the new form to the city's website. Once the exact lines of the TIF District have been clarified, the committee can discuss further details to expand the District to include additional areas for the Downtown Revitalization Program Grant.

New Members: Any insight on potential members for this committee, send name to Chad. Need to fill 2 seats on this committee (*correction only 1 seat is needed, maximum of 5 members*).

Old Business:

PC Historical Society Downtown Revitalization Incentive Program Application, submitted April 17, 2020. Discussion was had on how this would affect future grant applications, discussion about rewriting definitions of use for this grant program. Decision to not recommend this to Council. Scott will follow up with the PC Historical Society about other avenues to help fund the mural, ie: fundraising at farmers market/bike night, as well as additional upcoming grant opportunities. Discussion was also had about the city setting up a grant program that residents along the bike trail could use for beautification (this will be discussed with Hometown Pride for them to research the feasibility and funding).

Electronic Sign: Scott contacted Iowa DOT in regards to the options for us to move forward. Scott presented the following options:

- 1) Set it up under a billboard permit which allows advertising and mentioning of businesses, non-profits, city stuff, but it is subject to no flashing, no movement. Message has to be static for 8 seconds, with no more than 1 second transition between messages.

2) City LED Welcome sign--does not need a permit. Able to have flashing, movement, etc. But can only have city functions, cannot mention businesses or non-profit (ie could say Pancake Breakfast Sat... but could not say Lions Pancake Breakfast)

3) Billboard/City LED Welcome combined-- this is one that requires permission (he said not really a waiver but instead asking to create a new classification of sign).... when acting like a billboard (following option 1) it would follow the requirements of billboard (static 8 second message, etc) and when showing city welcome sign stuff it could follow the restrictions of option 2

Kirsten made a motion to suggest city council proceed with getting a billboard permit (Option 1). The EDC will create a letter to the Federal Highway Administration to pursue the permission to utilize the sign as both a City Welcome Sign and Billboard, with each use following the guidelines for the use (Option 3 above). Mason seconded the motion. Motion passed. Discussion about who would pay the permit fee (\$100) and annual licensing (\$25). It was suggested that it be considered as 50/50 split between EDC (city marketing expense) and PCBA. Will need to work out these details between the two organizations. Will be discussed at the PCBA meeting on 6/1/2020 as well. *(further update-- after the meeting John discovered that the city had already filed for and received a billboard permit for the sign).*

Housing Update: Closing on the N. Lot on S Norris, the other lot is sold and will also be closing soon; Rolling Prairie Estates: dirt work continues and infrastructure is being put in; lots to be available Fall of 2020.

Red Rock Prairie Trail: Jeff Davidson informed that he sent the RRPT map showing where the trail will cross over from Caseys to the trail (document has been added to the shared folder); Historical Cultural Study of the rail corridor is still underway; As grants open up, additional applications will be submitted for additional funding to keep expanding the trail.

Real Estate Update: Scott informed that he, Max and Mitch are working together to create a spreadsheet with info on properties available or that may become available. Scott mentioned discussing confidentiality guidelines for this committee as well.

EDCorporation Update: MSA doing water/sewer runs for properties being developed west of Caseys;

JEDCO Update: Jeff Davidson updated, approx 50 applications for the Jasper County Small Business Assistance Program were received, 3 from Prairie City; applications under review and to be paid out once approved. Jeff is working with Kirsten to follow up on any additional businesses that may qualify. If funds remain, will re-open the grant for May. *(after meeting follow up--3 additional businesses submitted applications, with all of them approved to receive funds)*

Meeting for July discussed as tentative July 1 for June and July 29 for July; due to change in dates for City Council Workshop and Meeting in June. Scott will follow up with Mitch and Mason to see if these dates will work. Meeting to have the option to attend in person at City Hall or attend via Zoom.

Meeting adjourned at 7:09pm.

KW 5/31/2020

Prairie City Library Board Meeting

June 23, 2020 Minutes

Meeting called to order in the yard of the library at 6:10 by Ginny Dalton. Present: Sue Ponder, Christy Lindsay, Arnie Sohn, Jason Taylor, Jennifer Ladehoff, Linda Frazier and Ginny Dalton.

Minutes reviewed from the last meetings. Motion by Arnie to approve all the minutes as presented. Second by Jason. Motion carried.

Director's report:

- Book requests and curbside delivery has been going well and increasing.

- Carpets were cleaned on June 22.

- Plexiglass shields have been hung at the desk.

- July 1 is being considered as the date to move from phase 2 to phase 3 of reopening. The summer reading program will be virtual this year, with a prize drawing for participants later in the summer.

- Budget- even with the printer purchase, it appears we will be ending the FY 19-20 under budget.

- Sue explained that we had been misinformed about the salary increases that the council had approved for city workers. We had been told it was a total of 3% for each employee, but was actually 2%. Discussion was held and the board feels that the approved budget that was submitted is appropriate and needs no changes.

Mille and Ed from Vermilion Group arrived and presented each member with a binder showing their latest ideas. Discussion and question and answer time wrapped up the meeting.

Next meeting will be on July 21 at 6 pm. Meeting adjourned at 7:20

Submitted by Linda Frazier



203 E Jefferson
Prairie City, IA 50228
Phone: 515-994-2649

Memorandum

TO: Honorable Mayor and Council of Prairie City
FROM: Emily Voeller, Deputy Clerk
DATE: July 1, 2020
SUBJ: Building Permits

June 2020

BUILDING PERMITS

Chris Spray	201 W Jefferson	Fence
Jeff Paul Homes, LLC	705 S Norris	Single Family Dwelling
Gerald Fields	301 N Sherman	Porch
Mason Nicklos	707 S State	Fence
Travis Mook	403 S Marian	Fence
Amy Davis	504 E Jefferson	Fence
Parker & Stephanie Agnitsch	703 W James	Fence
Stacey Milani	503 W Pleasant View	Deck
Josh Fraker	505 W Meadow	Fence

TRADE PERMITS



2020 PERFORMANCE AGREEMENT

PURCHASER:

Prairie City Celebration
515.418.1172/515.210.0084
Representative: Chad Allegier/Christy Lindsay
PrairieCityBikes@gmail.com

PERFORMER:

Richard Arndt & The Brew
515.490.1659
Representative: Missie Arndt
BrewLive@gmail.com

This contract entered in to on July 1, 2020 is for the services of Richard Arndt & The Brew. The undersigned purchaser and undersigned performer agree and contract as follows:

VENUE	EVENT INFORMATION	PERFORMANCE FEE
Prairie City Celebration P.O. Box 607 Prairie City, IA 50228	Friday Night Bikes Friday, July 17, 2020 Performance Time: 6:00 pm - 9:00 pm	\$1300.00

Stage, Sound and Lighting: The Performer will use the stage set-up provided by the Purchaser. Skully Sound, contracted via the Performer, will provide sound and light set-up for the performance. Purchaser will provide contact information for electrical engineer/company to assure necessary minimum system/stage requirements are met.

Performance Arrival/Set-up: Purchaser will notify the Performer on or before Thursday, July 16, 2020, the day of performance schedule including but not limited to; arrival time, venue access and parking information. A four-hour window prior to the performance is ideal for the sound/lighting team.

Payment: In full consideration for all services rendered by the Performer at the Performance, the Purchaser agrees to pay the Performer \$1300.00 US Dollars. Any payments by check or money order should be made out to Richard Arndt. Compensation shall be payable as follows:

- Prior to the first set of the Performance, the Purchaser will pay to the Performer the outstanding balance of \$1300.00 US Dollars.

Cancellation: In the event of cancellation on the scheduled date of the performance, July 17, 2020, Purchaser agrees to pay the Performer a cancellation fee of \$300.00 US Dollars. Payment may be sent c/o Richard Arndt & The Brew, P.O. Box 59, Colfax, IA 50054.

- In the event of cancellation, the paid cancellation fee can be used towards a rescheduled event performance by Richard Arndt & The Brew during 2020, Performer schedule permitting.

Hospitality: Purchaser will provide, at it's sole cost and expense, hospitality (refreshments i.e. bottled water, gatorade, etc.) for the Performer the day of the performance, totalling 6 partys (e.g. entertainer(s), sound and light tech(s), etc.).

Prairie City Celebration (the "Purchaser")

Richard Arndt & The Brew (the "Performer")

(The signatory of the Purchaser warrants they have authority to enter this agreement on behalf of the Purchaser)

Date

(The signatory of the Performer warrants they have authority to enter this agreement on behalf of the Performer)

7/01/20

Date