

**CITY OF PRAIRIE CITY
MINUTES
JUNE 9, 2021**

The City Council of Prairie City, Jasper County, Iowa, met on June 9, 2021, in regular session at the Prairie City Council Chambers at City Hall and via Zoom. At 6:00 p.m. Mayor Alleger called the meeting to order, and all joined in reciting the Pledge of Allegiance.

Roll Call: Roll was called showing members present and absent as follows: Present: Mayor Alleger; Councilors: Townsend, Berger, Lindsay, McDonald, and Taylor. Also in attendance: Interim City Administrator and City Clerk, Jodie Wyman; Police Chief, Mike German; Water/Sewer Superintendent, Carl Van Der Kamp; Library Director, Sue Ponder, and City Engineer, Andrew Inhelder.

Agenda Approval: Taylor moved to approve the agenda and was seconded by Townsend. The motion passed all ayes.

Consent Agenda: Councilor McDonald asked if the urinal repairs from the claims list were due to the vandalism at the rec complex, which was noted in the Parks Board Minutes. Clarification was provided by Chief German that there actually wasn't vandalism. Some kids were out at the rec complex, saw that there was a large gap in the door jam, due to settling of the building, and easily popped the door open with a stick. Public Works fixed the door with a guard. Interim Administrator Wyman stated that she will request that the minutes be corrected. Councilor McDonald also asked if the transfers were the "usual fiscal year end transfers". Wyman assured that they are to move project funds that would not be completed prior to year-end so the funds are being moved to IPAIT to pay for the corresponding invoices that will be received after July 1, 2021. Taylor moved to approve the consent agenda and was seconded by Berger. The motion passed all ayes.

Public Comments: Kimberly Pierce, 106 S Marshall, wanted to ensure that Council had each received a copy of the letter from her attorney. Ms. Pierce inquired if Council would like to ask questions or provide any comments regarding the letter at this time. Mayor Alleger answered that there is no response at this time.

Old Business: Seth Shannon with Schemmer Design Build presented a proposal for a current facility assessment. With the assessment, both conditional and functional assessments would be completed and a proposal on a granular level as to a recommendation to Council on the best action for each facility. No action was taken by Council.

Carl Van Der Kamp, Water/Sewer Superintendent, addressed Council regarding installing a sidewalk on the west side of State Street heading south from South Street to the Community Park. By doing so, the route to school would be altered slightly to improve the safety of the children by reducing the number of locations for crossings. Andrew Inhelder with MSA presented Council with two options: Option #1 - sidewalk near road (\$190,000.00) and Option #2 - sidewalk set back from road (\$60,000.00). The rough estimates would be vastly different due to the requirement of grading and storm installation for Option #1 - sidewalk near road. Andrew informed Council that there is a potential for applying for TAP Funding (Safe Routes to School) which opens in October for applications. This funding is available for 80/20 match, but awards are typically to the largest projects that apply.

Councilor Taylor inquired about requiring the developer for the Prairie Point Development to fix the damaged sidewalk now since the construction timeline has not been presented and approved by Council. Councilor McDonald inquired about expanding the project to include the sidewalk from where the Bike Trail will turn to the east on Marshall Street south to South Street, then continue east to State Street, and then south to Community Park. Additionally, McDonald inquired about adding a sidewalk path through

Community Park to encompass even more children walking to school. By expanding the project, the likelihood of being awarded the TAP Funding (Safe Routes to School) would increase substantially. Andrew Inhelder with MSA requested that prior to moving forward, a meeting with the City of Prairie City and the PCM School Board be held since the school will have to be very hands on with the TAP Funding portion of the project. McDonald made a motion to approve Andrew to survey the location and City Staff to discuss with the PCM School Board and the homeowners of the affected area and was seconded by Berger. The information will be presented to Council at the June 29, 2021 Special Council Meeting. The motion passed all ayes.

Van Der Kamp addressed Council regarding the future need to expand the cemetery. Van Der Kamp has provided Beacon maps displaying the current cemetery capacity, greenspace available for cremains plots, and undeveloped city owned property to the west of the current cemetery. The cemetery is reaching capacity with all of the new plots that have been sold. There is some greenspace available in the north central section of the current cemetery. This space is comprised of black dirt, which is not believed to have the ability to hold a normal casket burial. It is recommended that Council plat this section for cremains plots, half the size of a burial plot at a reduced rate with a requirement for only flat grave markers. Van Der Kamp would recommend trying to get donations to build a gazebo to be placed by the north fence in this cremains section, where individuals could purchase plaques and place flowers in memory of their loved ones. With the development of this cremains section, there may be a slight delay on needing to expand into a new addition, but still a need to begin the discussion and surveying.

Andrew presented the associated costs for both potential cemetery projects. To split the current 40 (16' x 16') burial plots within the greenspace into 640 (4' x 4') cremains plots GPS surveying would be completed, pins placed, and maps provided to the city for the cost of \$5,000.00. Surveying of the land to the west of the current cemetery for future expansion, if performed at the same time as the cremains surveying, would be an additional \$1,000.00. McDonald made a motion to survey both locations and place pins for the greenspace to become cremains plots and was seconded by Berger. The motion passed all ayes.

Superintendent Van Der Kamp addressed Council regarding the lift station current condition. May 19, 2021, Royal Suds had the jet vac truck out to clean the car wash and lines. The city manhole and lift station were cleaned at this same time. As of today, there is approximately four inches of sand in the bottom of the lift station. Councilor McDonald questioned if there is a way to 100% identify where the sand is originating. Van Der Kamp suggested the city hire Smith's Sewer to camera the lines in the area of S Prairie Drive and Commerce Drive to identify if there is sand entering the system through any of the lines due to a break. McDonald made a motion to hire Smith's Sewer to camera all of the city owned lines on S Prairie Drive and Commerce Drive and was seconded by Berger. The motion passed all ayes.

Andrew updated Council after the pre-construction meeting on the Marshall Street reconstruction project. The project is anticipated to begin July 12, 2021, and wrap up by the end of September. The contractor has been given the dates for Bike Night and Prairie Days and has advised they will cease work prior to each events start time. No action was taken by Council.

Taylor moved to approve the Resolution 6-09-21-7 approving the contract and performance and/or payment bonds for the Marshall Street Reconstruction Project and was seconded by Berger. The motion passed all ayes.

McDonald moved to approve MSA Agreement (Task Order #15) to perform staking and construction administration tasks for the Marshall Street Reconstruction Project and was seconded by Townsend. The motion passed all ayes.

Taylor moved to open the Public Hearing on proposed plans, specifications, form of contract and estimate of cost for the Water System Improvements – Phase 1 Project. Councilor Berger seconded the motion. On a roll call vote the motion passes all ayes. The Public Hearing opened at 7:31 p.m. No communications were received and no comments were heard from the public.

At 7:32 p.m. Taylor motioned to close the Public Hearing. Councilor Townsend seconded the motion. The motion passed all ayes.

McDonald moved to approve Resolution 6-09-21-5 finally approving and confirming plans, specifications, form of contract and estimate of cost for the Water System Improvements – Phase 1 Project and was seconded by Townsend. The motion passed all ayes.

Andrew Inhelder from MSA outlined the consideration of bids as follows:

<u>Name</u>	<u>Amount of Bid</u>
J&K Contracting	\$1,414,141.00
S.M. Hentges	\$1,881,030.85
Keller Construction	\$1,479,316.90
MB Construction	\$1,035,816.00
Busy Bee	\$1,318,800.49

No action was taken by Council.

Townsend moved to approve Resolution 6-09-21-6 awarding the contract for the Water System Improvements – Phase 1 Project to MB Construction in the amount of \$1,035,816.00 and was seconded by Berger. The motion passed all ayes.

Taylor moved to approve Resolution 6-09-21-4 setting a public hearing for July 14, 2021, at 6:00 p.m. at City Hall and via Zoom on the proposal to enter into a Water Revenue Loan and Disbursement Agreement and to borrow money thereunder and was seconded by Townsend. The motion passed all ayes.

Townsend moved to approve the quote from Norm Rozendaal Tiling in the amount of \$7,350.00 to demolish the thermo gas building and was seconded by Berger. The motion passed all ayes.

New Business: Taylor moved to approve Resolution 6-09-21-2 Setting the Time and Date for the next regular Prairie City Council meeting for July 14, 2021, at City Hall and via Zoom at 6:00 p.m. The motion was seconded by Townsend. The Resolution passed all ayes.

Taylor moved to approve the third reading of Ordinance 383 to increase water rates. Lindsay seconded the motion. The motion passed all ayes by roll call vote.

Lindsay moved to approve the third reading of Ordinance 384 to increase waste water rates. Taylor seconded the motion. The motion passed all ayes by roll call vote.

Superintendent Van Der Kamp presented the map of the area surrounding the Colfax Well. The Timber Hill Development has been approved by Colfax City Council which will consist of new residential, commercial, and industrial construction within this same surrounding location. Interim Administrator Wyman has contacted the land owner to the direct south of the Colfax Well to determine if he is willing to entertain a potential sale of four acres to the City of Prairie City for future water needs. Taylor moved to approve Interim Administrator Wyman to contact the land owner, Doug Rogers, for the price to purchase four acres. The motion was seconded by McDonald. McDonald also requested that staff explore other potential options for water, such as Rural Water, Des Moines Water, and drilling a deep well. The motion passed all ayes on roll call vote.

Townsend moved to approve the purchase of the 2021 Durango PPV for the Police Department from the Police IPAIT account and was seconded by Berger. The motion passed all ayes, Councilor Lindsay left the meeting prior to this vote and was absent the remainder of the meeting.

Taylor moved to approve Resolution 6-09-21-3 Issuance of Rebuild Letter for 207 E Second and was seconded by Townsend. The motion passed all ayes.

Interim Administrator Wyman addressed Council regarding the addition of the Planning and Zoning Map changes to the July 14, 2021, agenda for discussion and approval. When Planning and Zoning met to approve the issuance of the rebuild letter for 207 E Second, it was determined that the zoning on part of Second Street should be re-zoned mixed use (C2) due to the lack of commercial development in the area. Planning and Zoning scheduled a meeting June 15, 2021, at 6:30 p.m. to discuss and prepare potential changes to submit to Council. No action was taken by Council.

Taylor moved to approve the route submitted for the Library's "Bookin' It" 5K to be held September 25, 2021, at 8:00 a.m. and was seconded by Townsend. The motion passed all ayes.

Taylor moved to adjourn the Council meeting and was seconded by Townsend. The motion passed all ayes. The June 9, 2021, Prairie City Council meeting adjourned at 8:14 p.m.

Chad D. Alleger, Mayor

ATTESTED TO:

Jodie Wyman, City Clerk