

**CITY OF PRAIRIE CITY  
CITY COUNCIL MINUTES  
JANUARY 12, 2022**

CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE: The City Council of Prairie City, Jasper County, Iowa, met on January 12, 2022, in regular session at the Prairie City Council Chambers at City Hall and via Zoom. At 6:01 p.m. Mayor Imerman 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 Imerman; Councilors: Townsend, Simmons, Alleger, McDonald, and Taylor. Also in attendance: City Administrator and City Clerk, Jodie Wyman; Police Officer, Kevin Gott; Water/Sewer Superintendent, Carl Van Der Kamp; Library Director, Sue Ponder; and City Engineer, Andrew Inhelder.

AGENDA APPROVAL: Alleger moved to approve the agenda and was seconded by Taylor. The motion passed all ayes.

MAYOR'S STATEMENT: Mayor Imerman informed Council of his wish list during his term, which includes: updating the comprehensive plan, installing sidewalks, improving infrastructure, and addressing public nuisances.

CONSENT AGENDA: Council requested that Item J - Tax abatement application for 403 S. Haley Lane be removed from the consent agenda due to the property's ineligibility since it is in an active TIF district. Additionally, Councilor Taylor requested that Item I - Dueling Pianos Contract for Prairie Days 2022 be pulled to New Business for further discussion. Taylor moved to approve the consent agenda and was seconded by Alleger. The motion passed all ayes.

Council Meeting Minutes from December 8, 2021:

Special Council Meeting Minutes from December 21, 2021:

Library Board Meeting Minutes from November 16, 2021:

Park Board Meeting Minutes from November 17, 2021:

December Financials:

Resolution 1-12-22-1 Approving Bills and Transfers:

Building Permit Report:

Casey's General Store #2237 Liquor License Renewal:

Dueling Pianos Contract for Prairie Days 2022:

Tax abatement application for 403 S Haley Lane new construction:

Tax abatement application for 500 S. Main St.:

PUBLIC COMMENT: No public comments.

OLD BUSINESS:

MSA project update: Andrew Inhelder from MSA provided an update regarding the status of current

capital projects.

Discussion and possible action from MSA recommendation on lift station pumps: McDonald moved to have Administrator Wyman contact Travis Landwehr, owner of Royal Suds Car Wash, to request a proposal to correct the issues allowing sand to enter the sewer system. The documentation is to be delivered to Administrator Wyman no later than 4:30 p.m., January 26, 2022, to be included in the February 2, 2022, Council Packet. The proposal will be on the agenda for presentation to Council. If not received, the city ordinance will be enforced immediately. The motion was seconded by Taylor. The motion passed all ayes.

Approval of new contract with Waste Management for garbage and yard waste services: McDonald moved to approve a five-year contract with Waste Management for garbage and yard waste services and two curbside clean-up dates. The motion was seconded by Alleger. The motion passed all ayes.

Discussion and possible action regarding rural water: Administrator Wyman advised Council that further discussion will take place at the Budget Workshop scheduled for January 26, 2022, where Matt Stoffel from PFM will provide cash flows reflecting the financial impact that switching to rural water will have on water rates. In addition, estimates should be received from MSA on the projected costs for decommissioning the wells, water lines from Colfax to Prairie City, and the treatment facility, which will help gain an understanding of the actual cost of switching. No action was taken by Council.

Update from Sue Ponder on Library fundraising efforts: Library Director, Sue Ponder, advised Council that the new library fundraising efforts have just exceeded \$180,000.00. The initial cost estimate of the project was \$638,000.00 and an updated projection should be received next week. Director Ponder is preparing two additional large grant applications that will hopefully close out the fundraising process to allow for construction to begin.

#### NEW BUSINESS:

Resolution 1-12-22-2 Setting the Time and Dates for Future Council Meetings: Taylor moved to approve Resolution 1-12-22-02 setting the time and dates for future Council Meeting on February 2, 2022, at 6:00 p.m. at City Hall and via Zoom. Townsend seconded the motion. The motion passed all ayes.

Resolution 1-12-22-3 Setting MAX Levy Public Hearing: McDonald moved to approve Resolution 1-12-22-3 setting the MAX Levy Public Hearing on February 2, 2022, at 6:00 p.m. at City Hall and via Zoom. Alleger seconded the motion. The motion passed all ayes.

Approval of the 2020-2021 Audit Report: Alleger moved to approve the 2020-2021 Audit Report and was seconded by Taylor. The motion passed all ayes.

Public Hearing for 2021-2022 Budget Amendment: Alleger moved to open the Public Hearing on the 2021-2022 Budget Amendment. Townsend seconded the motion. On a roll call vote, the motion passed all ayes. The Public Hearing opened at 7:03 p.m.

No residents were present, and no communications were received.

Alleger motioned to close the Public Hearing and was seconded by Townsend. The motion passed all ayes. The Public Hearing closed at 7:04 p.m.

Resolution 1-12-22-4 approving the 2021-2022 Budget Amendment: Alleger motioned Resolution 1-12-22-4 approving the 2021-2022 Budget Amendment and was seconded by McDonald. The motion passed all ayes.

Approval of Quote AMS-03995 from Bobcat to purchase a new Toolcat for \$47,031.80, to be transferred from IPAIT Equipment Revolving: Taylor moved to approve Quote AMS-03995 from Bobcat to purchase a new Toolcat for \$47,031.80 and was seconded by McDonald. The motion passed all ayes.

Discussion and possible action to challenge the 2020 Census : Alleger moved to challenge the 2020 Census and was seconded by Townsend. The motion passed all ayes.

Discussion and possible action for Upper Story Housing Grant submission to IEDA: Alleger moved to approve the submission of the application for the Upper Story Housing Grant to IEDA with city matching funds, including a two-year extension on the previously approved tax abatement and a one-time \$10,000 facade grant. The motion was seconded by Simmons. The motion passed all ayes.

Dueling Pianos Contract for Prairie Days 2022: Councilor Taylor pulled the contract from the consent agenda to ensure Council was aware of the full payment requirement if the event were to be cancelled for any reason. Taylor moved to approve the Dueling Pianos Contract for Prairie Days 2022 and was seconded by Alleger. The motion passed all ayes.

CLOSED SESSION:

Closed session pursuant to Iowa Code 21.5 (g) Law Enforcement Matters: Alleger moved to enter into closed session pursuant to Iowa Code 21.5 regarding law enforcement matters and was seconded by Taylor. The motion passed all ayes. The Prairie City Council moved into closed session at 7:36 p.m.

Possible Action from Closed Session: Mayor Imerman brought the Council back into the open meeting at 8:04 p.m., with all ayes by roll call vote.

Taylor moved to appoint Matthew Davenport Acting Police Chief, effective January 12, 2022, until further notice and was seconded by Alleger. The motion passed all ayes.

ADJOURNMENT: McDonald moved to adjourn the Council meeting and was seconded by Alleger. The motion passed all ayes. The January 12, 2022, Prairie City Council Meeting adjourned at 8:05 p.m.

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**Eric Imerman, Mayor**

**ATTESTED TO:**

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**Jodie Wyman, City Clerk**





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**To:** Jodie Wyman  
**From:** Andrew Inhelder  
**Subject:** Prairie City Drinking Water – Iowa Rural Utilities Association  
**Date:** Januray 20, 2022

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MSA was asked by the City to review potential costs for changing drinking water within the City from the current setup (treating well water) to a new setup utilizing pretreated water (provided by Iowa Rural Utilities Association, IRUA). There are several infrastructure improvements that will be necessary when making this change. Items below are recommended as a minimum improvement to the system. Other improvements, such as repurposing the treatment plant would be an added expense. Below are descriptions along with opinions of estimated costs.

**Well Decommission & Abandonment – ~\$20,000-\$25,000 per well**

Currently the City owns two shallow wells in Colfax that the city uses for drinking water. This water is piped from Colfax, 5 miles to the water treatment facility. Decommissioning the wells entails removing the water pumps, filling the wells and capping the lines along with demolishing or removing the two small pump houses to below grade and terminating the electrical service. The raw water lines from the wells to the water treatment plant would also be capped and abandoned in place as well as part of this work.

Discussions with the County & Iowa DNR will need to take place to determine what if any permitting is required to decommission the wells. For sections of line that run across/along Iowa DOT right of way, any pipes 6-inches or larger diameter need to be capped and filled with flowable mortar, or removed, which would increase the listed opinion of cost above.

**Water Treatment Facility Disconnection from System - ~\$5,000-\$10,000 + Desired Modifications to Building**

At a minimum the water treatment facility will need to be disconnected from the current distribution system. In order to do this, we would recommend excavating the tee that the treatment plant is tied into the potable water system and capping and abandoning the line from the facility. The estimated cost above is for this minimum improvement.

Modifications to the treatment facility itself can be estimated after it is determined what the intended use for the building is. Renovating the building for alternative uses, including removing piping, tanks, and controls inside the building, would be an additional cost dependent on the scale of such renovations. It is our recommendation to explore the uses and resultant costs with local contractors prior to switching to IRUA water to determine the ultimate costs for the project.

**New Water Distribution Lines from IRUA to City Distribution System - ~\$275,000-\$325,000**

IRUA will run necessary water supply lines from their Newton facility to the City Limits on the eastern side of Prairie City along North Street. The opinion of cost above is for connecting into this line from IRUA water and connecting it into the existing 10" along East Street and the 8" along Dewey Street. It is assumed that adequate pressures will be supplied to the City from IRUA and that an additional booster station within the City Limits will be unnecessary. The water line was assumed to be a 10" PVC water line approximately 1,500 linear feet of water main. This also assumes no modifications to the existing water tower are required.

**FY**

**2021**

	Water Count	Water Billed Amount	Used Water Gallons	Treated Water Gallons	Difference	Sewer Count	Sewer Billed Amount	Used Sewer Gallons
Jul-20	661	\$26,500.23	3,377,900	3,608,000	230,100	653	\$38,678.86	2,380,200
Aug-20	663	\$30,320.43	3,793,868	3,580,000	(213,868)	655	\$44,230.25	2,777,468
Sep-20	661	\$27,924.63	3,557,900	3,479,000	(78,900)	653	\$41,054.08	2,552,600
Oct-20	659	\$25,884.54	3,293,900	3,462,000	168,100	649	\$37,719.86	2,268,200
Nov-20	659	\$27,621.57	3,520,900	3,353,000	(167,900)	650	\$40,483.86	2,502,000
Dec-20	657	\$24,630.86	3,167,100	3,784,000	616,900	649	\$36,190.73	2,151,900
Jan-21	658	\$26,478.47	2,414,700	4,101,000	1,686,300	650	\$38,872.91	2,378,300
Feb-21	657	\$24,972.16	2,238,100	3,978,000	1,739,900	649	\$36,253.75	2,174,800
Mar-21	660	\$28,052.98	2,627,300	4,962,000	2,334,700	652	\$41,151.91	2,008,200
Apr-21	658	\$25,893.89	2,348,300	4,509,000	2,160,700	650	\$37,938.45	2,317,600
May-21	661	\$26,103.60	2,386,400	4,572,000	2,185,600	653	\$38,242.72	2,342,500
Jun-21	662	\$30,954.90	2,889,400	4,657,000	1,767,600	657	\$45,886.82	2,383,000

<b>TOTAL</b>	7916	\$325,338.26	35,615,768	48,045,000	12,429,232	7820	\$476,704.20	28,236,768
<b>AVERAGE</b>	660	\$27,111.52	2,967,981	4,003,750	1,035,769	652	\$39,725.35	2,353,064



**FY**

**2022**

	Water Count	Water Billed Amount	Used Water Gallons	Treated Water Gallons	Difference	Sewer Count	Sewer Billed Amount	Used Sewer Gallons
Jul-21	661	\$28,502.40	2,551,100	4,339,000	1,787,900	656	\$41,451.76	2,516,300
Aug-21	661	\$29,667.32	2,801,949	4,352,000	1,550,051	656	\$42,634.64	2,690,600
Sep-21	659	\$26,288.54	2,354,245	4,376,000	2,021,755	654	\$37,749.70	2,271,400
Oct-21	662	\$25,803.36	2,266,642	3,699,000	1,432,358	657	\$30,205.20	2,241,362
Nov-21	668	\$27,732.18	2,459,444	3,712,000	1,252,556	663	\$40,425.50	2,473,644
Dec-21					-			
Jan-22					-			
Feb-22					-			
Mar-22					-			
Apr-22					-			
May-22					-			
Jun-22					-			

<b>TOTAL</b>	3311	\$137,993.80	12,433,380	20,478,000	8,044,620	3286	\$192,466.80	12,193,306
<b>AVERAGE</b>	276	\$11,499.48	1,036,115	1,706,500	670,385	274	\$16,038.90	1,016,109

**RESOLUTION 2-2-22-2**  
**A RESOLUTION SETTING THE TIME AND PLACE OF COUNCIL**  
**MEETINGS**

**WHEREAS**, Chapter 17.04 of the Prairie City Code states "The time and place of the regular meetings of the Council shall be fixed by resolution of the Council."

**NOW THEREFORE BE IT RESOLVED** that the March 2022, Prairie City Council Meeting will be March 9, 2022, at 6:00 p.m., at Prairie City Council Chambers at City Hall and via Zoom.

Approved and adopted this 2nd Day of February, 2022.

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Eric Imerman, Mayor

ATTEST

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Jodie Wyman, City Administrator/City Clerk

**RESOLUTION 02-22-22-3**  
**A RESOLUTION SETTING THE TIME AND PLACE OF COUNCIL**  
**MEETINGS**

**WHEREAS**, Chapter 17.04 of the Prairie City Code states "The time and place of the regular meetings of the Council shall be fixed by resolution of the Council."

**NOW THEREFORE BE IT RESOLVED** that the there is a Regular Council meeting scheduled for February 22nd, 2022, at 12:00 p.m. regarding MAX LEVY.

Approved and adopted this 2nd Day of February, 2022.

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Eric Imerman, Mayor

ATTEST:

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Jodie Wyman, City Administrator/City Clerk



**NOTICE OF PUBLIC HEARING - CITY OF PRAIRIE CITY - PROPOSED PROPERTY TAX LEVY****Fiscal Year July 1, 2022 - June 30, 2023**

The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

**Meeting Date:** 2/22/2022 **Meeting Time:** 12:00 PM **Meeting Location:** Prairie City Council Chambers at City Hall and via Zoom  
<https://us02web.zoom.us/j/83821543877?pwd=ZFEwamZoSFJocjNRL3NlaFBYWnU1dz09>

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After adoption of the proposed tax levy, the City Council will publish notice and hold a hearing on the proposed city budget.

City Website (if available)  
<https://prairiecitiowa.us/>City Telephone Number  
(515) 994-2649

	Current Year Certified Property Tax 2021 - 2022	Budget Year Effective Property Tax 2022 - 2023	Budget Year Proposed Maximum Property Tax 2022 - 2023	Annual % CHG
Regular Taxable Valuation	54,146,720	60,527,589	60,527,589	
Tax Levies:				
Regular General	438,589	438,589	490,274	
Contract for Use of Bridge	0	0	0	
Opr & Maint Publicly Owned Transit	0	0	0	
Rent, Ins. Maint. Of Non-Owned Civ. Ctr.	5,000	5,000	0	
Opr & Maint of City-Owned Civic Center	0	0	7,500	
Planning a Sanitary Disposal Project	0	0	0	
Liability, Property & Self-Insurance Costs	22,320	22,320	61,296	
Support of Local Emer. Mgmt. Commission	2,520	2,520	2,520	
Emergency	14,620	14,620	16,343	
Police & Fire Retirement	0	0	0	
FICA & IPERS	56,192	56,192	87,626	
Other Employee Benefits	62,366	62,366	59,664	
<b>Total Tax Levy</b>	<b>601,607</b>	<b>601,607</b>	<b>725,223</b>	<b>20.54</b>
<b>Tax Rate</b>	<b>11.11068</b>	<b>9.93938</b>	<b>11.98167</b>	

**Explanation of significant increases in the budget:**

Increased number of employees which increased FICA, IPERS, and Other Employee Benefits

**If applicable, the above notice also available online at:**<https://www.facebook.com/prairiecitiowa>

\*Total city tax rate will also include voted general fund levy, debt service levy, and capital improvement reserve levy.

\*\*Budget year effective property tax rate is the rate that would be assessed for these levies if the dollars requested is not changed in the coming budget year

**RESOLUTION NO. 2-2-22-4**

**RESOLUTION SETTING A PUBLIC HEARING**

BE IT RESOLVED by the Council of the City of Prairie City, Iowa:

The Council of the City of Prairie City, Iowa, hereby approves setting a public hearing for March 9, 2022. This public hearing is required by Iowa Code to allow the public to voice their opinions on the Budget Certification which will be discussed at a regular council meeting March 9, 2022 at 6:00 p.m. at Prairie City, City Hall and via internet zoom video meeting.

Approved and adopted this 2<sup>nd</sup> day of February, 2022.

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Eric Imerman, MAYOR

ATTEST:

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Jodie Wyman, City Administrator/City Clerk

General

Revenues	\$	1,551,668.37		
Expenses	\$	1,560,049.00	\$	(8,380.63)

Roads

Revenues	\$	215,050.00		
Expenses	\$	214,220.00	\$	830.00

Benefits

Revenues	\$	169,941.04		
Expenses	\$	169,657.63	\$	283.41

Water

Revenues	\$	504,560.81		
Expenses	\$	419,418.31	\$	85,142.50

Sewer

Revenues	\$	518,549.40		
Expenses	\$	490,093.46	\$	28,455.94

Sanitation

Revenues	\$	175,580.00		
Expenses	\$	174,456.28	\$	1,123.72