

City of Prairie City
City Council Minutes
October 12, 2022

Call Meeting To Order and Pledge of Allegiance: The City Council of Prairie City, Jasper County, Iowa, met on October 12, 2022, in regular session at the Prairie City Council Chambers at the City Hall and via Zoom. At 6:01 p.m. Mayor Eric Imerman called the meeting to order, and all joined in reciting the Pledge of Allegiance.

Roll Call: Roll Call showed members present and absent as follows: Present: Mayor Eric Imerman; Councilors: Townsend, Simmons, Ingle, and Laidig. Also in attendance: Water/Sew Superintendent, Carl Van Der Kamp; Library Director, Sue Ponder, City Engineer, Andrew Inhelder, and Ryan Van Der Kamp, Fire Chief.

Agenda Approval: Simmons made the objection to the inclusion of resolutions on the agenda since no paper copies were presented to the Council in the Council Packet. These resolutions include numbers 10-12-22-1, 10-12-22-2, 10-12-22-3, and 10-12-22-4 from the agenda. Laidig moved to accept resolution 10-12-22-1, Approving Bills and Transfers, so the City could pay its bills and that the remaining resolutions be removed from the agenda, Ingle seconded the motion. The agenda then passed all ayes.

Mayor's Statement: Mayor Eric Imerman made a statement. First, the Mayor apologized for confusion and some continuing problems with the packet, the agenda, and other inconsistencies putting together the information for the Council Meeting. The Mayor stated that he would work to improve on the experience. The Mayor also stated that in the absence of a City Administrator, Carl Van Der Kamp would be the acting head of the Public Works Department. The mayor shared that he had these powers under items 1 and 11 of the Powers and Duties of the Mayor. Following the Mayor's statement, Townsend said that the appointment of Carl Van Der Kamp was not approved by the Policy and Administration Committee.

Consent Agenda: Townsend moved to accept the Consent Agenda tabling the Building Permits report until the November meeting since it was not included on the agenda, Simmons seconded the motion. The motion passed all ayes.

1. Council Meeting Minutes from September 14, 2022
2. Resolution 10-12-22-1 Approval of September Bills and Transfers
3. September Police Report
4. Library Board Minutes October 6, 2022
5. Celebration Committee Minutes October 4, 2022
6. Economic Development Committee Minutes July 27, 2022 and August 4, 2022

Public Comment: Dale Strum attended the meeting to remind the Council that he has water runoff onto his property into his garage from the alley behind the City Hall and that no follow-up on his previous comment had been made from the City. He indicated he had spoken to past administrators and the problem had been an issue for a long time. The Mayor and Simmons voiced their agreement that the Public Works Department should look into this issue.

Old Business:

- a) Simmons moved to accept the Aftershock contract for Prairie Days 2023 and the special event request. Simmons shared that the contract required a changing area for the band, and potential options were discussed. The Prairie Days Application was approved along with the Aftershock contract with the dates for Prairie Days as July 21, 2023, through July 23, 2023. Ingle seconded the motion. The motion passed all ayes.
- b) Sue Ponder updated the Council on the Library building project. Sue shared information on upcoming events for the library, including the Tiny Art Show on October 18 and a Christmas Celebration in December. She indicated they would bring back information to the Council for the January meeting to go back out for bid. No council action was taken.
- c) Resolution 10-12-22-2 was tabled.
- d) Ingle moved to accept the DNR's Survey of Prairie City's Water and Sewer System, Simmons seconded the motion. Carl Van Der Kamp explained that there was a need for construction of a new salt room in the future, but it was not an immediate need. He also mentioned the need for six-inch diameter water lines and that a fence was needed on two sides, at an estimated cost of \$24,000. The Council asked Van Der Kamp questions regarding the deficiencies and what had been accomplished in the summary of recommendations. Van Der Kamp indicated that all the items under the Summary of Recommendations had been completed with the exception of the items that involved Council direction due to the costs. Van Der Kamp indicated that they were still working on the Operation Succession Plan, as well the Source Water Protection Plan. Van Der Kamp indicated that they were working with the county on the Source Water Protection Plan. Councilor Townsend asked Van Der Kamp about the testing and construction logs and whether the other public works staff were trained and know how to complete the testing and logs. Van Der Kamp said that staff had been trained and that they handle most of the testing. Motion passed all ayes.

New Business:

- a) Resolution 10-12-22-3 was tabled.
- b) Discussion was held regarding dates to hold a special Council meeting to discuss financing of upcoming projects. Matt Stoffel of PFM Financial would be invited to explain the City's financial options. Council availability was discussed for the last week in October. No vote was taken.
- c) Laidig moved to approve the second reading of Ordinance 394 amending the Code of Ordinances of the City of Prairie City, Iowa to update UTV operations. Townsend seconded the motion. Motion passed all ayes.
- d) Resolution 10-12-22-4 was tabled.
- e) Tony Mosher, representing the Walnut Creek Fire Department reported on their 12th annual car show from September 25, 2022. They made \$12,585.63 on the show and had 301 registered cars at the show. No Council action was taken.
- f) Andrew Inhelder reported on MSA projects in Prairie City.

The Comprehensive Plan Steering Committee met in September. MSA is working on the website and the community survey for the Comprehensive Plan.

Brian from Martin Gardener Architecture (MGA) was in attendance to present the plans for the new Public Works building and the new Fire Station. The estimated cost for the buildings were: \$1,996,701 for the Public Works building, and \$2,328,694 for the Fire Station building. There was lengthy discussion regarding the proposed schematics. Inhelder of MSA also shared that the Phase 2

Water Main Project would need to be considered as part of the fire station relocation, as it requires eight-inch water mains for the proposed site on Jefferson. Chief Ryan Van Der Kamp indicated that the fire department had not yet seen or reviewed the final schematics for the proposed station.

- g) Simmons moved to accept the PCBA report and application for their Trunk or Treat event on October 29, 2022. Townsend seconded the motion. Motion passed all ayes.
- h) Simmons moved to post openings for a City Administrator and City Clerk/Treasurer. The Council decided to separate the two positions. The Clerk/Treasurer will be a full-time position and the Administrator position would be advertised as a part-time position with wages and benefits contingent upon the applicant's qualifications and funding availability. The deadline for applications was set at November 4, 2022. The Council recommended the positions be posted immediately and advertised in the same places as we've advertised for prior positions, including the League of Iowa Municipalities, the newspaper, etc. Ingle seconded the motion. Motion passed all ayes.
- i) The Council then interviewed three interested parties for the open Council seat. Beth James, Chris Miller, and Phil Holland were asked a set of standard questions. In a vote of the Council members, Phil Holland was selected to fill the vacant seat. No motion was taken.

Adjournment: Laidig moved to adjourn the Council meeting, seconded by Simmons. Motion passed all ayes. The October 12, 2022, Prairie City Council Meeting adjourned at 9:15 p.m.

Eric Imerman, Mayor

Attested To:

Deb Townsend, Mayor Pro Tem