

CITY OF PRAIRIE CITY
CITY COUNCIL MINUTES
JANUARY 11, 2023

CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE: The City Council of Prairie City, Jasper County, Iowa, met on January 11, 2023, at the Prairie City Council Chambers at City Hall and via Zoom. At 6:01 p.m., Mayor Chad 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 Chad Alleger; Councilors Simmons, Holland, Ingle, Laidig and via Zoom, Townsend. Also in attendance: City Clerk Christie Busby; Water/Sewer Superintendent Carl Van Der Kamp; Library Director Sue Ponder; Police Officers Gott and Aldrich; City Engineer Andrew Inhelder; Ambulance Director Jody Van Der Kamp

AGENDA APPROVAL: Simmons moved to approve the agenda with the following changes: move new business item k ahead of a. Motion was seconded by Ingle. The motion passed all ayes.

CONSENT AGENDA: Ingle moved to approve the consent agenda. The motion was seconded by Simmons. The motion passed all ayes.

- a) Council Meeting Minutes from December 14th, 2022
- b) Council Meeting Minutes from December 19th, 2022 (Special Meeting)
- c) November Financials
- d) December Claims
- e) Resolution 01-11-23-1 Approving Bills and Transfers
- f) Library Board Minutes December 6th, 2022
- g) 2023 Council and Committee Appointments & Boards of the City of Prairie City
- h) Building Permits Annual Report – 2022
- i) City of Prairie City 2023 Holiday Calendar
- j) Annual Designation of PCM Explorer & Newton Daily News as the City's Official Newspapers for Public Notices/Publications

PUBLIC COMMENT: No comments from the public

OLD BUSINESS

a) MSA Update – Andrew was asked about the Comprehensive Plan. He will get an update from Sara to us and said they've had 32 responses to CP survey. Options to do mailer or post it as FB post again. The survey website is www.prairiecityplanning.com.

b) Public Works Update – Carl gave update about snow removal issues over the holiday with equipment and snow drifting on 9th St. The lines under the alley behind City Hall have been televised and cleaned. They looked good. Lift Station cleaned and rebuilt. One pumped failed, have loaner now; Wastewater grit pump installed, and grit is being removed; Valve on softener at waterplant failed, upgraded and monitoring chlorine; Internet with Rise Broadband is installed at waterplant; Ryan and Jake continue to take classes for certifications.

c) Police Update – Officer Gott gave update of 126 calls, reduced number due to change in their reporting and removing a routine class of call. Department is participating in GTSB traffic enforcement program. Solar panels on speed camera have been replaced and it is back in operation. They did 68 DOT salvage inspections. January 13th will be the one-year anniversary of Officer German's passing, keep his family and the department in your thoughts.

d) City Administrator Update – Jerry Moore stated his first week was very busy. Getting familiar with office set up and meeting with staff. Thanks to everyone for the welcome and to Sue Ponder for all her valuable assistance and Emily V for training Janet. Reviewing the census and looking into possible contradictions in numbers. Working with attorney about land acquisition for well. Went over CDL matrix from DOT. Interested in setting up a work program with staff, that will be fluid. Have had a discussion with our IT provider who's indicated that we have some major tech upgrades that need to be done and they are working on a proposal for the February meeting.

e) Discussion and Possible Action on Tool Cat Purchase – Have not received a new quote yet. It is a government bid and asked them to expedite it. No action taken by the council.

f) Discussion and Possible Action on Library Bid Package – Sue and the architects on the library project presented bid documents and notices. If approved will get out to advertising. Pre-bid meeting January 24th and plan to do the bid opening on February 22nd at City Hall with City Clerk. Possible special meeting March 1st to vote on a bid and award a contract to continue with schedule. Simmons motioned to approve putting library bid package out to advertising. Laidig seconded the motion. The motion carried all ayes.

g) Discussion and Possible Action on Hiring James Clark part-time as needed for Snow Removal – After discussion, Ingle motioned to hire James Clark on an as needed basis and Simmons seconded, in middle of roll call payrate was mentioned. Ingle amended the motion to include a payrate of \$20/hr. Holland seconded. Motion passed all ayes.

h) Discussion and Possible Action on Hiring Caryl Van Der Kamp as an emergency back-up as needed for Snow Removal – After discussion Laidig motioned to hire Caryl Van Der Kamp on an emergency basis and at a payrate of \$20/hr. Simmons seconded. Motion carried all ayes.

NEW BUSINESS:

k) Discussion and Possible Action on Changing Employment Status of Nicholas Aldrich from Part-Time Police Officer to Full Time – Ingle mentioned he had asked department officers about Nick and got great feedback. Nick requested to speak to the council, giving his background and qualifications: PC resident, certified in 2014, advanced EMT, tactical and active shooter experience, works with Pella and PC ambulance crews. Ingle motioned to move Nicholas Aldrich from part-time to full-time at \$30/hr. Holland seconded. The motion carried all ayes.

a) Resolution 1-11-23-3 Setting Time and Dates for Future Council Meetings – Meetings set for February 8, March 1 special meeting, March 8, April 12, and May 10 at 6:30. Simmons motioned to approve resolution, Townsend seconded. Motion carried all ayes.

b) Discussion and Possible Action on Alley Repair Behind City Hall – discussion of staging the alleyway for resident access. 3 months' timeline planned, in phases. If approved at the next meeting, bids would go out 2/9. Working identifying grades and sending it to storm water team for review. No action taken by council.

c) Discussion and Possible Action on Fire/Ems Building Funding – discussion on location and building schematics. Current project sitting \$1.8 to \$2.1 mil. DOT still needs to approve State St access. Once approved by the council, will move to the second phase of finalizing the site plan and going to bid. Discussion on volunteer parking with location of choice and possible blending with public works, not fire crews' preference. No action taken by council pending more information.

d) Discussion and Possible Action on Phase II Water Project – Action item was to contact Simmering Cory to get pricing for LMI study to qualify for \$500,000 CDBG grant for water improvements. Cost would be \$2500-\$5000. Simmons motioned to allow MSA and Simmering Cory to do LMI targeted survey for the grant. Ingle seconded the motion. Motion carried all ayes.

e) Discussion and Possible Action on Jefferson Street Improvement – Andrew stated need a decision on phase II first. Will look in the free IUP application to get on SRFs radar for funding, due in March. Water will need to be run to the fire station site in 2024. No action by the council.

f) Discussion and Possible Action on Tennis Court – No action taken by council, tabled to March meeting.

g) Resolution 01-11-23-2 Setting a Public Hearing for MAX LEVY for new 2023-2024 Budget and Requesting City Staff to Publish Public Notice – Simmons motioned to approve setting the levy hearing to February 8th, 6pm at city hall. Laidig seconded the motion. The motion carried all ayes.

h) Discussion and Possible Action on Catalyst Grant Application Submittal – Scott DeVries is working with Greg Ingle to do 2 to three apartments above Coffee and Carnations with possible shared space. Must be invited to apply. Pre-application is due January 27 and full application due in September. City commitment can vary. Simmons motioned to allow Scott to move forward with the pre-application and work with Mayor. Townsend seconded the motion. Motion carried all ayes.

i.) Discussion and Possible Action on Community Attraction and Tourism Grant for Library – Sue attended the County Supervisors meeting and the county approved \$5000 support and created eligibility to apply for grant. Sue working on grant application. Received letters of approval that are necessary but will accept

additional ones. Simmons motioned to allow Sue to finalize the grant and Mayor to sign as city representative. Holland seconded the motion. Motion carried all ayes.

j) Contract Amendment with Xerox for Spam Filtering – IT master contract with Xerox, signed in August. Spam filtering was not included in contract negotiations. Simmons motioned to approve the contract amendment of \$58/month for spam filtering. Ingle seconded the motion. Motion carried all ayes.

l) Discussion and Possible Action for Hiring Paige VanRees as a New Volunteer EMS – discussion of Paige's qualifications. Would bring the team up to 16 members. Holland motioned to approve the hiring of Paige VanRees as new volunteer EMS. Laidig seconded the motion. Motion carried all ayes.

m) Westrum Leak Detection Agreement – discussion if computerized aspect would be included. Ingle interpreted the contract to be written to include it for the entire town, recommend done yearly. Carl stated that the contract is to get them to town to do the job. No action by council, tabled to get contract item #2 and the year on contract clarified.

n) Emails/Open Meetings – A reminder and clarification from Mayor regarding emails sent to the council. Council addresses need to be Bcc'd so only sender will receive reply email avoiding a quorum. Can also send it to the city clerk and city administrator to send out.

o) Discussion and Possible Action of 28E Agreement for Safety Coalition of Central Iowa Cities Shared Services Agreement – Need clarification on who is the member that serves on the SCCIC Board of directors, or who will. Laidig motioned to renew the 28E Agreement for Safety Coalition of Central Iowa Cities. Simmons seconded the motion. Motion carried all ayes.

p) Resolution 1-11-23-4 Discussion and Action on Resignation of Chief of Police, Matt Davenport – Townsend motioned to accept Officer Davenport's resignation effective January 30th and thanked Officer Davenport for his service and stepping up when Chief German passed. Simmons seconded the motion. Motion passed all ayes.

q) Resolution 1-11-23-5 Discussion and Action on Hiring Matt Davenport Part Time as City's Liaison to Blue Line Solutions for Traffic Control Camera Work – Time to approve/deny tickets is approximately 2 hours a day with additional time for contested tickets and attend court dates. All time worked is reimbursed by BLS and his time will free up officers to do patrol work. Simmons motioned to move Officer Davenport to part time to handle traffic control camera work. Holland seconded the motion. Motion carried 3/2 with ayes - Simmons, Ingle, Holland and nays - Townsend, Laidig.

r) Resolution 1-11-23-6 Discussion and Action on Interim Appointment of Chief of Police – Chief Davenport recommended moving Officer Gott to Interim Chief until position filled. Officer Sickels is aware of this recommendation. Qualified candidates within the department so Mayor will do in-house interviews for a new chief and make recommendations to council. Laidig motioned to move Kevin Gott to Interim Chief of Police at a pay rate of \$31.50/hr starting January 31st. Simmons seconded the motion. Motion carried all ayes.

ADJOURNMENT – Simmons motioned to adjourn. Ingle seconded the motion. Motion carried all ayes. Meeting adjourned at 7:58pm.

Chad Alleger, Mayor

ATTESTED TO: _____
Christie Busby, City Clerk/Finance Office