

CITY OF PRAIRIE CITY  
CITY COUNCIL MINUTES  
DECEMBER 14, 2022

CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE: The City Council of Prairie City, Jasper County, Iowa, met on December 14, 2022, at the Prairie City Council Chambers at City Hall and via Zoom. At 6:00 p.m., Mayor Pro Tem Deb Townsend 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 Pro Tem Townsend; Councilors Simmons, Holland, Ingle and via Zoom, Laidig. Also in attendance: City Clerk Christie Busby; Water/Sewer Superintendent Carl Van Der Kamp; Library Director Sue Ponder; Police Officers Gott and Sickels; City Engineer Andrew Inhelder; Ambulance Director Jody Van Der Kamp; Fire Chief Ryan Van Der Kamp.

AGENDA APPROVAL: Simmons moved to approve the agenda with the following changes: move consent item 5d to be item 7d and move consent item 5n to be 8q. Motion was seconded by Ingle. The motion passed all ayes.

SWEARING IN OF MAYOR: Mayor Pro Tem issued the Oath of Office to Chad Alleger

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

- 5a) Council Meeting Minutes from November 9, 2022
- 5b) Council Meeting Minutes from November 10, 2022 (Special Meeting)
- 5c) Council Meeting Minutes from November 22, 2022 (Special Meeting)
- 5d) Police Report – Statistics and Written Update – council requested moved to item 7d
- 5e) BLS Statement - October
- 5f) October Financials
- 5g) Resolution 12-14-22-1 Approving Bills and Transfers
- 5h) Library Board Minutes November 8, 2022
- 5i) Library Board Minutes November 17, 2022 (Special Meeting)
- 5j) Summary of Library Funds
- 5k) EDC July 27<sup>th</sup> Minutes
- 5l) EDC August 4<sup>th</sup> Minutes
- 5m) Celebration Committee Minutes November 10, 2022
- 5n) Prairie Days Contract with Lucas Beebe – council requested moved to item 8q
- 5o) Council and Committee Appointments
- 5p) Building Permit Reports – October 2022
- 5q) Building Permit Reports – November 2022

PUBLIC COMMENT: No comments from the public

OLD BUSINESS:

a) MSA Update: Andrew provided update on public survey and stated Sacred Willow's sign design plan will be sent for review. No action taken by council.

b) Public Works Update: Public Works Superintendent provided quote on pending ToolCat purchase, leak detection update; televised service line by water tower; Western Leak Detection checked hydrants, curb stops, and valves at cost of \$2500/year; lift station cleaned; snow removal policy; internet access

for wastewater plant and water plant for alarms; employee certifications update; cleaning of last 3<sup>rd</sup> section and camera it when cleaning. No action taken by council.

c) Discussion and Possible Action on Tool Cat Purchase: Discussion on removal of trade-in and open it up to bids with a reserve of \$10,000. Requested new quote from company without the trade-in listed. Laidig moved to approve ToolCat purchase at if quote came back at \$65,740.80 or less, with no trade-in listed. Holland seconded. Motion passed all ayes.

d) Police Report – Statistics and Written Update: Officer Gott provided an update of Blue Line Solutions citations validated and vandalism of solar panels. Also provided an update on the camera project for the garden square area and possible other areas in town. Officer Sickels states they are participating in GTSB, Governor Traffic Safety project. No action taken by council.

#### NEW BUSINESS:

a) Setting Time and Date(s) for Future Council Meetings: Simmons moved to set and approve the date of future council meeting on January 11, 2023 at 6pm at City Hall and via Zoom with the possibility of special meetings for new hires. Ingle seconded the motion. The motion passed all ayes.

b) Discussion and Possible Action on Additional Library Funding: Summary in library minutes. Bid documents for approval at January meeting and go to bid in February with request to hold special council meeting in March for contract approval to stay on projected timeline. Tentative completion date of January 2024. Still looking for additional grants and other fundraising options. Simmons moved to approve up to \$300,000 in speed camera funding for construction of library and furnishings. Ingle seconded the motion. The motion passed all ayes.

c) Discussion and Possible Action on Alley Repair Behind City Hall: Andrew provided Task Order 22 and plan to get it out to bid so have paving done by June. Current cost estimate of \$240,000 and survey results will provide more specific costs. Projected dates of April 1<sup>st</sup> through June 1<sup>st</sup>. Ambulance access needs addressed and will work with Dodge Garage and residences on access issues. Simmons motioned to approve Task Order 22 with sewer improvements with allocated costs coming from speed camera funding. Holland seconded the motion. The motion passed all ayes.

d) Fire/EMS Update and Questions: Conceptual design is done, next step is proposal for actual design. Conservatively go to bid fall of 2023, construction completed fall 2024. Building decisions need to be made between the fire chief and ambulance director. Preferred location across from City Hall. No action taken by council.

e) Discussion and Possible Action on Fire/EMS Building Funding: Holland motioned to allocate \$700,000 from speed camera funding. Ingle seconded the motion. The motion passed all ayes. Additionally, look into possible grants with design plans.

f) Discussion and Possible Action on Phase II Water Project: The plan is for a 3 or 4 phase approach to update all lines, based on priority. Phase 1 complete and ready to move onto phase 2. Options presented to continue as planned or to add Main St project at same time. No action taken by council, tabled for more information.

g) Discussion and Possible Action on Jefferson Street Improvement: No action taken by council, tabled for more information.

h) Discussion and Possible Action on Tennis Courts/Pickle Ball: No action taken by council, tabled for more information.

i) Discussion and Possible Action on Land Purchase: No action taken by council, tabled for more information.

j) Discussion and Possible Action on Moving Water Lines: No action taken by council, tabled for more contract information

k) Discussion and Possible Action on Janon Douglas: Gworks software consultant. Simmons motioned to allow as needed for Busby to learn her position. Ingle seconded the motion. The motion passed all ayes.

l) Discussion and Possible Action on Cindy Kendall: Budget process consultant. Simmons motioned to allow as needed. Holland seconded the motion. Motion passed all ayes.

m) Resolution 12-14-22-3 Setting a Public Hearing for 2022-2023 Budget Amendment: Laidig moved to set the public hearing for 2022-2023 Budget Amendment for January 11<sup>th</sup> at 6 pm. Townsend seconded the motion. Motion passed all ayes.

n) Catalyst Grant Update: Into cycle again and due January 27<sup>th</sup> . If a request is received it could brought to the council at the January 11 meeting. No action by council.

o) Hiring Seasonal Part Time Public Works Employee for Snow Removal: PW supervisor requesting a PT seasonal snow removal worker. Simmons motioned to post a PT seasonal snow removal worker, with CDL for on call, weather dependent basis until filled. Ingle seconded the motion. Motion passed all ayes.

p) Marshall St Reconstruction – Final Payment and Closeout: Ingle motioned to make the final payment of \$26916.06 and close out the project. Simmons seconded the motion. Motion passed all ayes.

q) Prairie Days Contract with Lucas Beebe: Holland motioned to sign the contract for Lucas Beebe to play at Prairie Days. Townsend seconded the motion. Motion carried all ayes.

ENTER INTO CLOSED SESSION PURSUANT TO IOWA CODE 21.5.1.i: Townsend motioned to go into closed session. Simmons seconded the motion. Motion passed all ayes. Prairie City City Council moved into closed session at 8:10pm

Simmons motioned to return to open session at 9:04. Townsend seconded the motion. Motion passed all ayes.

9a) Possible action on hiring city administrator - Simmons made motion to extend an offer to Jerry Moore for the City Administrator position at a wage of \$78,000 with one week vacation and allowance to work remotely on Monday/Wednesday while teaching at ISU. Position will have a review at 6 months. Ingle seconded the motion. The motion carried all ayes.

ADJOURNMENT: Simmons moved to adjourn the meeting. Ingle seconded the motion. Motion passed all ayes. Meeting adjourned at 9:20 p.m.

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Chad Alleger, Mayor

ATTESTED TO:

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Christie Busby, City Clerk/Finance Officer