

CITY OF PRAIRIE CITY MINUTES
DECEMBER 13, 2023

CALL TO ORDER: The City Council of the City of Prairie City, Jasper County, Iowa, met on Wednesday, December 13, 2023, in regular session at the City Hall and via ZOOM. At 6:01 pm Mayor Chad Alleger called the meeting to order, and Pledge of Allegiance was recited.

ROLL CALL: Council members present and absent as follows: Present: Joe Disney, Derek Ingle, Emily Simmons, Deb Townsend, Phil Holland. Also attending: City Administrator Jerry Moore; Police Chief Kevin Gott; City Clerk Christie Busby; Water/Wastewater Superintendent Carl Van Der Kamp; Jake Farlow, Public Works; Dylan Cornelison, Public Works; Library Director Sue Ponder; Preston Moon, MSA Rep; Steve Zimmerman. Via Zoom: Sam Mastin; Dianne Taylor; Jamee Pierson, NDN.

AGENDA APPROVAL: Motion by Simmons to approve the agenda as presented. Seconded by Disney. On roll call vote motion carried unanimously.

PUBLIC COMMENT: Dianne Taylor, 202 W McMurray addressed the council expressing displeasure with the failure by Mound Prairie Ventures to follow-through on the Catalyst and Downtown Housing grant projects and would like to see legal action if the city has to pay back the grant funds.

Mayor Alleger received a phone call from Ann McDonald, 503 E Kayla Ln, expressing displeasure of Mound Prairie Ventures withdrawing from the grants stating MPV needs to pay the grant money back or face legal action. There were no additional public comments.

CONSENT AGENDA: Motion by Simmons to approve the Consent Agenda with a request to move item k to new business for discussion. Seconded by Townsend. On roll call vote motion carried unanimously. Items approved: a) October Financials; b) November Claims; c) Celebration Committee Meeting Minutes from October 18, 2023; d) Library Meeting Minutes from October 10, 2023; e) Park Board Meeting Minutes from October 16, 2023; f) City Council Special Meeting Minutes (CIP) from November 1, 2023; g) City Council Meeting Minutes from November 8, 2023; h) City Council Special Meeting Minutes from November 21, 2023; i) Resolution 12-13-23-1 Approving Bills and Transfers; j) Christie Busby Annual Performance Evaluation Pay Increase; l) Fifth Bill Payment to MGA for \$45,382.35 for the EMS/Fire Building Project; m) Dollar General, 1102 Poplar Avenue Liquor License Renewal; n) Sixth Bill Payment for \$72,844.30 to Accurate Commercial for Library Project
Item k) Resolution 12-13-23-2 Hiring Caryl Van Der Kamp as Part-time Employee for Snow Removal move to new business.

RECOGNITION OF CITY EMPLOYEE – Moore presented a plaque to Carl Van Der Kamp who is retiring from the city on December 31st after more than 23 years of service to the City of Prairie City as a public works employee. Van Der Kamp will remain an active ambulance and fire department member.

OLD BUSINESS

MSA UPDATE – Preston gave an overview of the packet documents. Townsend asked about the Sacred Willow Farms site signage listed. Preston stated that they will be submitting a permit so he will remove it from the task orders.

PUBLIC WORKS UPDATE – Work with contractor at the well field continues and with the logistics of line hookups. County needs to fill an old well discovered on-site; Working with library project on punch list items; Tower cleaning will be scheduled after new year, weather permitting; Meetings for library, budget, and MSA; Simmons asked about emergency siren testing and Carl stated he wasn't sure it happened, will check with county.

Police Update – Police Chief Gott gave an overview of documents provided in the packet.

City Administrator Update – Went through agenda items, the additional agenda items presented after packets were sent out, and holiday schedule; Working on CIP and updates after each budget meeting with goal to be ready for the January meeting; HomeServe has received 22 enrollments. Received correspondence from a concerned resident about HomeServe misrepresentation in their mailings; Met with Waste Management on missed pickup issues and they contribute it a long-term employee leaving. They will send a truck back the next

day for missed stops and they have GPS routing hooked up with dispatch; Met with Lions Club regarding holiday decorations at Garden Square and streetlights. Smaller decorations average \$700 each and current decorations are in poor condition due to age and vandalism so to replace all will be a big project; Nuisance abatement letters sent, continuing to address problem areas.

e) Discussion and Consideration and Status Update from Mound Prairie Ventures Regarding Downtown Housing and Catalyst Grants – Scott De Vries emailed Moore 12/4 asking about assurances if items were addressed with the State. Moore responded by has received no further correspondence from De Vries. Moore met with N. Sorenson and J. Davidson who recommended De Vries find a suitable project manager/owner for the projects to which De Vries was not receptive. Council members expressed disappointment with the lack of progress and want to know the plans and decisions as deadlines have been extended twice. Motion by Ingle to have Moore address a letter and/or phone call to MPV for progress reports monthly. Seconded by Simmons. On roll call vote motion carried unanimously.

NEW BUSINESS

a) Discussion and Consideration of Cummins Planned Maintenance Agreement for Generator at City's Wastewater Treatment Plant – Townsend questioned if contract was three years for \$2476.11 or each year was \$2476.11. Upon clarification, motion by Holland to approve the three-year contract for \$2476.11. Seconded by Simmons. On roll call vote motion carried unanimously.

b) Discussion and Consideration of 2024 Annual Service Agreement with TruGreen for City's Public Properties – Quote received for \$14,695. Townsend questioned if other bids were solicited. Moore state TruGreen was the lowest bidder previously and this would be a renewal of their contract. Townsend requested it go out for bid next year. Motion by Simmons to approve the \$14,695 contract with clarification if the north entrance is included. Seconded by Disney. On roll call vote motion carried unanimously.

c) Discussion and Consideration of Change Order #1 with Mainline Construction for the City's Water Main Project at the Water Well Field Area – Change order to add mulching of removed trees, up to \$13,000, and an air release valve in new water line, \$2300. Motion by Simmons to approve. Seconded by Ingle. On roll call vote motion carried unanimously.

d) Resolution 12-13-23-3 Discussion and Consideration to Hire Police Officer Matthew Covey effective 12-13-23 – Motion by Simmons to approve hiring Covey at \$30.90 per hour as third full-time officer. Seconded by Holland. On roll call vote motion carried unanimously.

e) Discussion and Consideration of GIS Services Agreement with MSA – Motion by Simmons to approve \$4300 lead inventory agreement and review if City needs to bid out the CCTV Processing, \$7000. Seconded by Disney. On roll call vote motion carried unanimously.

f) Discussion and Consideration of Contract with Joe's Old Fashion Fun for Prairie Days – Motion by Holland to approve contract with clarification if deposit or full \$8000 payment is due and when. Seconded by Ingle. On roll call vote motion carried unanimously.

g) Discussion and Consideration of Performance Agreement with Blake Jack and South 35 for Prairie Days – Simmons questioned wording in safety section of contact regarding humid conditions and how it could affect reservation. Motion by Holland to approve contract for \$2250 with clarification on the excessive conditions clause. Seconded by Disney. On roll call vote motion carried unanimously.

h) Discussion and Consideration of Performance Agreement with Jordan Beem for Prairie Days – Motion by Simmons to approve contract invoice for \$500 with clarification on when payment is due. Seconded by Ingle. On roll call vote motion carried unanimously.

i) Resolution 12-13-23-4 Discussion and Consideration of Hiring Dylan Cornelison as Volunteer EMS Staff – Cornelison was present and introduced himself. Works for the city in public works. Motion by Ingle to approve. Seconded by Townsend. On roll call vote motion carried unanimously.

j) Resolution 12-13-23-5 Discussion and Consideration Hiring Carl Van Der Kamp as Part-time Employee for Snow Removal – Carl is currently the only employee able to run the road grader and will train Jake and Dylan on the ins and outs of using the grader. All employees work on snow removal by operating different equipment for 2-4” snow events. Simmons would like to see some training now in case Carl isn’t available. Ingle stated that Carl has the ability to train, someone else might not. Motion by Ingle to hire Carl Van Der Kamp on a part-time basis at \$32.47 per hour to run road grader and train public works staff. Seconded by Holland. On roll call vote, Ayes: Disney, Holland, Ingle. Nays: Simmons, Townsend. Motion carried.

From Consent agenda:

k) Resolution 12-13-23-2 Hiring Caryl Van Der Kamp as Part-time Employee for Snow Removal – Simmons questioned if this position was posted or if other previous workers were contacted. Moore stated he worked previously for the city and came in to fill out an application. Mayor Alleger requested a policy be drawn up for consistency on posting requirements. Motion by Holland to hire Caryl Van Der Kamp at \$21 per hour on an as-needed basis. Seconded by Disney. On roll call vote motion carried unanimously.

ADJOURNMENT – Motion by Simmons to adjourn at 7:46 pm. Seconded by Disney. On roll call vote motion carried.

Chad Alleger, Mayor

Attested to

Christie Busby, City Clerk/Finance Officer