

PRAIRIE CITY COUNCIL AGENDA AND ZOOM MEETING
WEDNESDAY, APRIL 10, 2024, AT 6:30 P.M.

CALL TO ORDER: The City Council of the City of Prairie City, Jasper County, Iowa, met on Wednesday, April 10, 2024, in regular session at the City Hall and via ZOOM. At 6:30 pm Mayor Chad Alleger called the meeting to order.

ROLL CALL: Council members present: Joe Disney, Derek Ingle, Emily Simmons, Phil Holland, Deb Townsend. Also attending: City Administrator Jerry Moore; City Clerk/Finance Officer Christie Busby; Police Chief Kevin Gott; Interim Public Works Superintendent Jake Farlow; Library Director Sue Ponder; Tony Mosher, Assistant Fire Chief; Attending via Zoom: Cayla Bergen; Amy Witte; Jamee Pierson, NDN; connection listed as 'citizen.'

AGENDA APPROVAL: Motion by Townsend to approve agenda with the following revisions: move Old Business 6i through 6m, 6o, and 6p, New Business 7a, 7c, 7e, 7i, 7o, and 7p to consent agenda. Seconded by Ingle. On roll call vote motion carried unanimously.

PUBLIC COMMENT: Steve Zimmerman, 407 E Kayla Ln: Asked council to be cautious on using acronyms when discussing agenda items and in discussions as residents may not be aware of what the abbreviations stand for.

CONSENT AGENDA: Motion by Townsend to approve with revisions discussed. Seconded by Disney. On roll call vote motion carried unanimously. Items approved: a) January Financials; b) February Claims; c) Celebration Committee Meeting Minutes from January 17, 2024; d) Library Board Meeting Minutes from January 16, 2024; e) Park Board Meeting Minutes from January 22, 2024; f) PCEDC Meeting Minutes from January 24, 2024; g) City Council Meeting Minutes from February 14, 2024; h) City Council Special City Council Meeting (CIP & Budget) Minutes from February 27, 2024; i) Resolution 3-13-24-1 Approving Bills and Transfers; j) Bill Payment Request of \$3000 for MGA for EMS/Fire Building Project; k) Ariana's Tex-Mex Bar and Grill 112 E Jefferson St Liquor License.

Additional agenda items moved to consent: 6i) Discussion and Consideration of Schedule for Prairie Days; 6j) Discussion and Consideration of Mays Snow and Glow for Prairie Days; 6k) Discussion and Consideration of The Egg Roll Ladies for Prairie Days; 6l) Discussion and Consideration of Marcia Sweet Treats for Prairie Days; 6m) Discussion and Consideration of Ohana Pedal Pullers for Prairie Days; 6o) Discussion and Consideration of Garbage Removal Services for Prairie Days; 6p) Discussion and Consideration of Merchant Vendors for Prairie Days; 7a) Discussion and Consideration of Special Event and Rental of Garden Square Park for Farmers Market; 7c) Discussion and Consideration of 28E Agreement - Walnut Creek Benefited Fire District and City of Prairie City; 7e) Discussion and Consideration of Request from Ascended Place Fellowship to Rent Garden Square Park 5-19-24; 7i) Discussion and Consideration of Tree Removal and Trimming Quote from Pella Tree Service; 7o) Discussion and Consideration of Resolution 4-10-24-4 Hiring Scott Steenhoek for Part-Time Seasonal Parks & Recreation Director up to \$7000 Annually; 7p) Discussion and Consideration of Resolution 4-10-24-5 Hiring Jennifer Kline & Alyssa Grier for Part-Time Recreation Staff at \$1500 each.

OLD BUSINESS

A) MSA Update (Preston) – Discussion on update document provided in packet

B) Public Works Update (Jake) – Flushing hydrants in a couple weeks and a notice will be posted; Getting more quotes for street repairs and work to fix intersections. Mayor stated Pleasant View Dr needs attention the most. Townsend asked about sidewalks at new duplex dead ending before street and other sidewalks. Farlow stated the builder will be addressing the sidewalks.

C) Police Update (Chief Gott) – Discussion on update provided in packet.

D) Library Update (Sue) – Discussion on update provided in packet.

E) City Administrator Update (Jerry) – MSA provided review comments on Right of Way manual; Mitch Seiberling has requested rezoning from Planning and Zoning Committee then will go to council with conceptual design plans; pre-bid meeting for Fire/EMS building project had 7 contractors and bid deadline is April 18; application submitted to ISU for parking and city hall courtyard assessment to take place in FY25.

F) Fire Dept Update (Ryan) – Update in packet

G) EMS Dept Update (Jody) – Update in packet.

H) Discussion and Consideration of Resolution 4-10-24-2 Setting Public Hearing for April 23, 2024 for FY24 Budget Amendment and FY25 Budget – Motion by Ingle to set public hearing as stated. Seconded by Townsend. On roll call vote motion carried unanimously.

N) Discussion and Consideration of Portable Toilet Quotes for Prairie Days – Motion by Holland to accept Waste Solutions of IA quote of \$1,100. Seconded by Ingle. On roll call vote motion carried unanimously.

Q) Discussion and Consideration of Library Substantial Completion – Motion by Townsend to approve Certificate of Substantial Completion document. Seconded by Ingle. On roll call vote motion carried unanimously.

R) Discussion and Consideration of Site Plan for EMS/Fire Department Building – Plans in packet with Planning and Zoning comments included. Motion by Holland to approve site plan. Seconded by Townsend. On roll call vote motion carried unanimously.

S) Discussion and Consideration of Status Update from Mound Prairie Ventures Regarding Catalyst Grant – Motion by Townsend to have City Administrator schedule regular meetings with Mound Prairie Ventures until project completion. Seconded by Holland. On roll call vote motion carried unanimously.

T) Discussion and Consideration of Catalyst Grant Application for Dr. Ingle, 100 E Jefferson St – Motion by Townsend to accept the receipt of pending documentation and for Moore to write a letter of approval. Seconded by Disney. On roll call vote motion carried unanimously.

7. NEW BUSINESS

B) Discussion and Consideration of Stray/Feral Cats in City – Motion by Ingle to have Moore gather community support to submit grant application to Jasper Community Foundation for assistance in working with Happy Tales. On roll call vote motion carried unanimously.

D) Discussion and Consideration of Request for On Street Paving for Parking on N Madison St and W 5th St – Motion failed for lack of support.

F) Discussion and Consideration of Main Street Program – Motion by Townsend to take program information to PC Economic Development Commission for consideration. Seconded by Holland. On roll call vote motion carried unanimously.

G) Public Hearing for Ordinance No. 398 for Water and Sewer Rates for FY25 – Motion by Townsend to open public hearing at 7:44pm. Seconded by Ingle. On roll call vote motion carried unanimously.
With no comments and no correspondence received, motion by Townsend to close public hearing at 7:46 pm. Seconded by Holland. On roll call vote motion carried unanimously.

H) Discussion and 1st Consideration of Ordinance No. 398 for Water and Sewer Rates for FY25 – Motion by Townsend to approve 1st reading of Ordinance No 398. Seconded by Holland. On roll call vote motion carried unanimously.
Motion by Holland to waive 2nd and 3rd readings. Seconded by Townsend. On roll call vote motion carried unanimously.

J) Discussion and Consideration of Need for Engineering Study of Sanitary Sewer Benefiting Future Development – Motion by Ingle to send out RFP for engineering study for sanitary sewer and water to open it up for bids. Seconded by Holland. On roll call vote motion carried unanimously.

K) Discussion and Consideration of Water Meter Replacement Program – Motion by Townsend to approve program at city cost if meter if no evidence of damage or neglect. Seconded by Ingle. On roll call vote motion carried unanimously.

L) Discussion and Consideration of New Intern Position at City Hall – Motion by Townsend to approve student intern at \$12,000 for fiscal year 2025 at 20-25 hours a week. Seconded by Ingle. On roll call vote motion carried unanimously.

M) Discussion and Consideration of Interim Concessions Services Agreement at Sports Complex – Motion by Ingle to have new Parks and Rec Director authorize interim concessions with council preference for Little League running concessions for Little League games. Seconded by Disney. On roll call vote motion carried unanimously.

N) Discussion and Consideration of Resolution 4-10-24-3 Hiring Jack Jungling, Douglas George, & Jerry Wagaman for Part-Time Mowing Staff at \$14 Hr. – Motion by Townsend to hire Jack Jungling at \$14 an hour, Jerry Wagaman and Douglas George at \$15 an hour as returning staff that received multiple compliments. Seconded by Ingle. On roll call vote motion carried unanimously.

Q) Closed Session Under Code of Iowa 21.5 1(i) Discussion and Possible Action of City Administrator’s Annual Performance Review – Motion by Ingle to enter closed session at 8:25pm. Seconded by Townsend. On roll call vote motion carried unanimously.

Motion Holland to open regular session at 9:12pm. Seconded by Disney. On roll call vote motion carried unanimously. Closed session action will be presented at April 23, 2024 consent agenda.

8. ADJOURNMENT – Motion by Holland to adjourn at 9:15pm. Seconded by Disney. On roll call vote motion carried unanimously.

Chad Alleger, Mayor

ATTESTED TO:

Christie Busby, City Clerk/Finance Officer