

CITY COUNCIL MEETING
RAND CENTER
NOVEMBER 7, 2017
6:00 P.M.

Mayor Sargent presided over the meeting and called it to order at 6:00 p.m. with the following Council members present: Thompson, Struble, Gunderson, Tiffey, Johnson. Also present were: Beverly Winans, Raymond Winans, Marilyn Keizer, Jerry Keizer, Tom Jarosz, Vonda Ford, Jan Guill, Tim Guill, Mike Kenealy, Kathy Michael, Rachelle Pfouts, Annette Deakins, Judy Holcombe, Robert Millin, Cindy Ratliff, Barbara Guinan, Rita Smith, Shawn Kelly, John Weatherwax, Kirk Kolhof, Nikki Dooley, Forest Dooley, Brad Swenson, Jim Olmsted, Jeff Frey, Leonard Ratliff, Tim Guinan, Kathy Zaiser, Brenda Osborn.

The Pledge of Allegiance was recited.

Mayor Sargent called for a moment of silence for Harrison County Supervisor Russel Kurth who passed away today.

Mayor Sargent asked Council for any comments/additions – Council members Gunderson, Struble, Thompson, Tiffey and Johnson requested and will be added to end of agenda.

Moved by Council member Tiffey to approve the amended agenda, seconded by Council member Johnson. Motion carried on a 5-0 vote.

Council member Gunderson requested clarification on the minutes of October 17th regarding his voting of advertising for the City Clerk/Administrator position. Mayor Sargent reviewed the minutes and verified the explanation of minutes.

Moved by Council member Struble to approve the Consent Agenda, seconded by Council member Johnson. Motion carried on a 5-0 vote.

During citizen inquires Rita Smith inquired about the alley paving on 9th Street that leads into her driveway and up past the condos. Rita noted it has been established this is a public alley and has been approved to be done. Rita asked for the timeline and expectation of being done. Mayor Sargent will be visiting with Street Supervisor Riesland regarding this and get back to her.

Mayor Sargent addressed agenda item #8: Request from Developer (TIJ) to amend subdivision agreement for the Tamarack Development (a) Change private street to public street (b) Discussion on process on private street or public street. Jim Olmsted is present with background on this item. Mayor Sargent reported the agreement entered into on January 3rd was where the sanitary sewer, storm sewer, and water main would be dedicated to the City and then the street would be private. TIF funds were utilized for the infrastructure for the street as well as the other utilities (water, storm sewer and sanitary sewer). Mayor Sargent talked with Mike

Kenealy and the plot had the property lines taken to the center of the street; what is being asked is a request to reverse or amend that agreement for that to make it a public street. Jim Olmsted reported it was part of the requirements that it meets City specs for a street; he has not received certification from a developer/engineer as of yet that that has happened. This is one of the pieces that the City needs to have in place before the City would accept not only the street, if decided to accept the street as public – but have to have that also for the water system, sewer system, storm sewer system . The storm sewer system is not complete as construction is still on-going; the engineer will not be able to certify that until it is complete. The preliminary plat right now calls for all the lots to go to the center of the street. For the City to consider taking that on as a public street you will have to require a revised final plat which would dedicate right-of-way in addition to the street which would also need to be done by the engineer. None of these documents are here yet and this is a requirement before action is taken. Tim Guill (developer) presented the new plot to Jim Olmsted. Jim Olmsted asked no action be taken tonight as more time to study is requested. Mayor Sargent noted he spoke with John McCurdy at SWIPCO and to amend it we would need to send back to P&Z (planning & zoning) to review. Council's desire is to amend the agreement, sending back to P&Z and they would come back with their recommendations; Council can take the recommendation or go against the recommendation to proceed. Tim Guill (TIJ) will complete the Planning & Zoning paperwork. Jim Olmsted said he talked to Tom Jarosz (Building Inspector) and Tom stated if there is going to be a dedicated right-of-way, two lots are smaller than what is required. Variance applications would need to be done and heard before Board of Adjustments. The Board of Adjustments decision is final. Tim Guill is to stop into City Hall to pick up and complete the applications. After discussion, Mayor Sargent announced no action from Council as consensus of Council is to move forward with a public street.

Mayor Sargent addressed new agenda item #9 regarding updates on 5th Street project. Jim Olmsted presented payment #1 from contractor Compass Utility LLC for \$140,235.91. Jeff Frey reported the street progress; brick and concrete have been removed; gas mains are too shallow and their crew will be working on this late into Thursday, November 9, hopefully being done; concrete is tentatively ordered Monday morning; unaware of the 500 pair CenturyLink cable that runs down the northbound lane which needed lowered which is now done; concrete should be down Wednesday the 15th. Mayor Sargent requested a motion to approve pay request of \$140,235.91 to Compass Utility LLC. Moved by Council member Johnson to approve pay request #1, seconded by Council member Tiffey. Motion carried on a 5-0 vote.

Jim Olmsted gave an update on the I/I Study and smoke testing. There were 14-15 resident service line defects. All but 5 of the repairs have been taken care of to date. Progress is being made by the residents. The injection to plug the leaks in the manholes is being put off until spring until the ground water comes back up.

Mayor Sargent addressed the new agenda item #10 regarding Discuss current City Clerk position and possible action. Council member Thompson spoke regarding the advertising of the City Clerk/Adm position that is currently being published. Thompson requested clarification of the areas the ad is being published. Thompson requested an updated job description. Thompson requested searching for a City Clerk not a City Clerk/Administrator. Mayor Sargent and Council member Thompson discussed Eric Hamilton (Interim City Clerk) billing charges to the City.

Mayor Sargent responded if removal of Eric Hamilton's services of acting City Clerk and signing checks is requested, it can be done. After discussion, Council member Thompson was asked by Mayor Sargent who he would like to appoint which he replied Vonda. Mayor Sargent asked CM Thompson how much more are you going to pay her, Thompson replied a dime, a dime an hour. Mayor Sargent replied to Council member Thompson to do what you want and make the motion. Council member Thompson moved to discontinue the services of Eric Hamilton (Hamilton & Associates) and name Vonda Ford as second signature on checks and give her a \$2.00/hr raise. Council member Thompson moved we appoint Vonda Ford to be the temporary City Clerk and she be the second signature on the checks, seconded by Council member Tiffey. Roll call.

AYES: Struble, Johnson, Thompson, Tiffey

NAYS: Gunderson (Motion carried on a 4-1 vote)

Mayor Sargent congratulated Vonda Ford. Vonda Ford replied that this was a surprise to her; it was never her intention to apply for the position. She explained that what Eric Hamilton is doing for the City is very minimal; he is approving bills that the City Clerk's office have coded; he is signing some documents; as far as the other day to day items the City Clerk's Office are doing.. Mayor Sargent asked Vonda if she accepted the position and she said "with my team". Mayor Sargent replied with a motion of 4-1, Vonda Ford will be the City Clerk and will be sworn in tomorrow, Wednesday, November 8th with a raise of \$2.00/hr. Vonda Ford spoke up "Interim" in which the Mayor responded it is up to the Council. Vonda again spoke up "Interim" and Council member Thompson spoke it can be temporary until we get thru the job search.

Next item on the agenda per Mayor Sargent is City Clerk/Administrator position. It was advertised as requested by Council and if Council decides to change then the advertising needs to be stopped and revert back to City Clerk. Mayor Sargent asked for a motion of how to proceed. Council member Thompson moved for a City Clerk and not seek an Administrator, seconded by Council member Tiffey. Roll call.

AYES: Tiffey, Struble, Thompson, Johnson

NAYS: Gunderson (Motion carried on a 4-1 vote)

Mayor Sargent will be in contact with the newspaper to withdraw the current ad. Council member Thompson requested Council appoint a 3 person committee and take over all the aspects of hiring a City Clerk, advertising, negotiations, and all other elements. Thompson moved the Council meet and draw up the responsibilities, wage range, and all other elements of the City Clerk position. Mayor Sargent announced there was a Search Committee meeting already scheduled for November 8th and he will notify this committee that the meeting is cancelled. Council member Struble will be point of contact on the 3 person search committee. Council member Thompson requested calling a Council meeting for Wednesday, November 8th, to appoint a 3 person committee, work on advertising of seeking and hiring of a City Clerk. Thompson noted the Search Committee is to remain, seconded by Council members Struble and Johnson. For the Wednesday meeting, Mayor Sargent will supply Council a list of the current city employee wages so Council is aware of where current staff are at on wages.

Discuss temporary Street Department position. There was not a discussion on.

Iowa Municipalities Worker's Compensation Association site visit on October 12th – Mayor Sargent reported it was a very good visit; previously we held the highest MOD rating on work comp for a municipality in the state of Iowa and we have since turned that around. We must continue attention to safety to lower the MOD rating for discounts. One recommendation was made of changing pre-employment physicals to include functional capacity examinations. CHI hospital in MV is able to do this service and will be supplying information on this service. Further discussion will be on the next agenda.

Next item – MV Fire Department – Request to submit paperwork to become an Advanced EMT Department. Caleb Wohlers, MV Fire Chief, reported there are several members that are EMS trained more than the basic level where we are licensed right now. Caleb requested seeking approval to become a provisional advanced level service to be able to offer more specialized care. Council member Struble made a motion for the department to become an Advanced EMT Department, seconded by Council member Johnson. Motion carried 5-0. Mayor Sargent signed paperwork.

Caleb Wohlers request to purchase two laptops for the ambulances. Caleb presented the billing bid from CTI. The laptops are tailored specifically for fire, ems, and police services. The computers will be replacing the current computers which are 6-7 years old. Council member Johnson motioned to proceed if funds are available, seconded by Council member Tiffey. Motion carried on a 5-0 vote.

Roger Gunderson reported on complaints received: constant railroad crossing blocking on 6th Street; more frequent Police Reports; water build up on intersection of 1st & Liberty; Park Avenue water issues continue; 5th & Huron mud rushes down (Jim Olmsted said he will look into. Jim Frey said he will add more barricades). Mayor Sargent suggested a letter be drafted to Union Pacific Railroad requesting quicker turn arounds at the intersections from both directions.

Mayor comments: Grand Opening was held at the Little Willow Dog Park with a great turn out; the 26 tombstones at the cemetery were reset by city staff; potential budget meeting in December but might be as late as January depending on when a City Clerk is hired; the budget must be certified by March 15, 2018 to the County Auditor.

Moved to adjourn by Council member Struble, seconded by Council member Johnson. Motion carried on a 5-0 vote. Meeting adjourned at 7:04 p.m.

Clint Sargent, Mayor

Attest:

Beverly Winans, A/P, Records Clerk, Adm. Ass't