

**City of Ida Grove  
City Council Meeting  
June 18, 2018 6:00 p.m.  
City Council Chambers**

Mayor Whiteing called the meeting to order at 6:00 p.m. with the following Council Members present: Paul Cates, Gregor Ernst, Scott Tomlinson, Doug Clough and Ryan Goodman.

Motion by Tomlinson to approve the agenda, second by Cates. On a unanimous vote, motion carried.

At the June 4 council meeting, Tripp Witten was present to ask permission to remove the sidewalk at his residence and not replace it. Council instructed City Hall staff to contact the neighbors of the Witten's and see if any of them objected. Staff stated there were no objections. Cates noted that he was on the council previously when a situation as this arose and the council at that time required a resident to replace their sidewalk. Motion by Tomlinson to approve the Witten's request to remove their sidewalk and not replace it, pending a signed contract stating that the Witten's must replace the sidewalk at any time in the future the council requests it, second by Goodman. Ayes: Tomlinson, Goodman, Ernst, Clough. Nays: Cates. Motion passes 4-1.

Grant Patera and Sheryl Goodenow presented the council with the liability and property insurance renewal along with the workers comp renewal. Patera and Goodenow stated there wasn't much change to the premiums in comparison to last year (roughly a \$2,000 increase). Motion by Goodman to approve the liability and property insurance renewal, \$53,286.54 and the IMWCA work comp renewal, \$13,355, second by Clough. On a unanimous vote, motion carried.

Motion by Tomlinson to approve the consent agenda, second by Clough. On a unanimous vote, motion carried.

Cody Forch, JEO, followed up with the City CIP from the last council meeting. Changes made were an additional line item to FY22 in the amount of \$50,000 for trail improvements and moving the 28E agreement with the county to pay 3 installments of \$47,000 back 1 fiscal year. Forch is asking council for a public hearing on July 2<sup>nd</sup> to formally adopt the plan. Motion by Goodman to hold a public hearing on July 2, 2018 to adopt the CIP, second by Tomlinson. On a unanimous vote, motion carried.

Mayor Whiteing opened the public hearing on the Midwest Industries water main extension project. No written or oral comments were received. Whiteing closed the public hearing.

Whiteing opened and reviewed bids received for the project as follows: Schmitt Construction: \$124,996, SubSurfco: \$117,687.88, Bainbridge: \$117,345, SCE: \$122,818, King Construction: \$108,810, Kjar: \$148,618, Grundman-Hicks: \$126,000. The bid award will be held at the July 2, 2018 meeting.

Motion by Clough to approve the following cigarette permits for FY19: Ida Grove Cenex, Ida Liquor, Pronto, Sportsmans, Ida Grove Food Pride and Ida Grove Golf & Country Club, second by Goodman. On a unanimous vote, motion carried.

Sweeden presented Resolution 2018-13 Organization Borrowing, to approve purchase cards with a \$1,000 limit on each card for the following departments: City Hall, Public Works, Rec Center and Library. Motion by Goodman to approve Resolution 2018-13 Organization Borrowing with the amendment of City Hall's limit to be \$5,000, second by Ernst. On a unanimous vote, motion carried.

Sweeden presented Resolution 2018-14 Authorizing the City Clerk to Make Certain Payments Prior to Council Approval. Motion by Goodman to approve Resolution 2018-14 with the amendments of the City Clerk's spending limit to be \$2,500 per item and the amendment to verbal authorization to be stated electronic confirmation, second by Clough. On a unanimous vote, motion carried.

## **RESOLUTION NUMBER 2018-14**

### **A RESOLUTION AUTHORIZING THE CITY CLERK TO MAKE CERTAIN PAYMENTS PRIOR TO COUNCIL APPROVAL**

**WHEREAS**, the City of Ida Grove, Iowa is obligated to pay certain expenses before City Council approval and

**WHEREAS**, such expenses include but are not limited to payroll, payroll deductions/state and federal taxes, IPERS, petty cash, utility bills, postage, customer deposit refunds, training registration fees, emergency repairs, items needed for the daily operation of the city, vendors that offer a discount if paid within a certain time period or where autopay is setup for monthly utility bills, and

**WHEREAS**, certain emergency expenditures for repairs or other situations arise from time to time in the course of conducting city business, and

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of Ida Grove, Iowa, hereby authorizes the City Clerk to issue payment for certain monthly obligations of the city in a timely manner prior to City Council approval and to secure payment approval at the next council meeting.

**BE IT FURTHER RESOLVED**, that the City Clerk will be allowed to spend up to ~~\$1,500~~ \$2,500 per item for emergency repairs or expenditures without prior approval from the City Council. If the amount exceeds ~~\$1,500~~ \$2,500 then ~~verbal~~ electronic permission must be received from at least three members of the City Council including the Mayor being counted as one of the members. When ~~verbal~~ electronic permission is received to pay a bill over ~~\$1,500~~ \$2,500 before the next regular City Council meeting, it will be noted in the next City Council minutes that such authorization was given. The three or more members names will be listed that gave their verbal authorization.

**BE IT FURTHER RESOLVED**, that the City Crew Foreman will be allowed to spend up to \$1,000 per item of operational need without prior approval from the City Council.

**BE IT FURTHER RESOLVED**, that the City Clerk will be allowed to spend up to ~~\$1,500~~ \$2,500 per item of operational need without prior approval from the City Council.

Said resolution is passed by city council by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed.

Ayes - in favor of enactment of the resolution.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Nays - namely opposed to the enactment of the resolution.

\_\_\_\_\_  
\_\_\_\_\_

APPROVED by the City Council and SIGNED by the Mayor on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Devlun Whiteing, Mayor

ATTEST: \_\_\_\_\_  
Heather Sweeden, City Clerk

Wastewater superintendent, Shannon Hazelton, was present to discuss issues he faces with finding a place to haul sludge. The city has been struggling to find a farmer who will allow the city to dump sludge on their farm ground due to potential crop loss. Hazelton proposes the council set aside between 10-15 acres of city owned farm ground before the next contract period in order for Hazelton to haul sludge there. Hazelton would like the ground surveyed and marked. Hazelton also suggested that for the next few months, instead of paying farmers a set daily fee for hauling sludge on their ground, that farmers should submit a crop loss claim to the city for reimbursement. Ernst noted that he would like Hazelton to look into lower cost drying options for the future.

Rich from Mosquito Control was present to discuss the possibility of spraying for mosquitos in Ida Grove. Rich explained there are different species of mosquitos and he has an in-house lab to test the species. Based on the type of species, there are different types of spraying and times of day to spray that are most effective. Some council members have concerns of health risks with the chemicals sprayed into the air that are used to kill the mosquitos. Rich explained that "all things are harmful if not used properly & he's trained to properly minimize the risk". Rich estimates a yearly cost of \$7,500-\$8,500 for mosquito control in Ida Grove. The City Council invites community members to come to the July 2, 2018 council meeting at 6:00 p.m. to express their opinion on whether to spray or not.

Motion by Goodman to approve city staff to utilize 5 free emails offered through Spireworks, and to pay \$3/month for a 6<sup>th</sup> email, second by Ernst. On a unanimous vote, motion carried. Four emails will be designated for City Hall staff, one for the maintenance shop and the sixth email will be an information email utilized with the city website.

Community Development Clerk, Kandice Tomlinson, presented the council with information regarding camper/trailer ordinances based on information she collected from other municipalities. Council is discussing options of offering citizens a temporary permit for camper/trailer parking, whether to have a date range of when they could be parked, looking at these as a case by case basis, etc. Tomlinson will do some more research and draft the information for council to review before making any decisions.

Motion by Ernst for two staff members to attend the annual conference in Council Bluffs, IA on September 12-14, 2018, second by Clough. On a unanimous vote, motion carried.

Motion by Clough to approve 4 city staff members to attend the Chamber golf outing on July 11, 2018 for a cost of \$200, second by Goodman. On a unanimous vote, motion carried.

Motion by Goodman to approve purchasing 100 recycling bins from Busch Systems for a cost of \$1,189.39, second by Clough. On a unanimous vote, motion carried.

Sweeden presented Ordinance 559 – Amending the Code of Ordinances of Ida Grove by Amending the Mowing Requirements of Properties Within City Limits. Sweeden explained that based off of a recent poll of other cities, the majority of cities have a grass height limit of 8 inches, in comparison to the city's current limit of 12 inches. Sweeden proposed changing the current ordinance of a 12-inch height limit to 8 inches. Motion by Goodman to approve the 1<sup>st</sup> reading of ordinance 559 – amending the code of ordinances of Ida Grove by amending the mowing requirements of properties within city limits, second by Tomlinson. On a unanimous vote, motion carried. Motion by Goodman to waive the 2<sup>nd</sup> reading of the ordinance amendment and have the final reading on July 2, 2018, second by Tomlinson. On a unanimous vote, motion carried.

Council tabled action on approving a swimming pool permit application until the next meeting. Community Development Clerk, Tomlinson, will look into how other cities handle these types of permits with things such as an expiration date of the permit, permanent structures versus non-permanent, fees associated with the permits, etc.

Motion by Clough to approve the agreement to host meals on wheels at the Community Hall for fiscal year 2019, second by Tomlinson. On a unanimous vote, motion carried.

Community Development Clerk, Tomlinson, presented sub-contractor rates for assisting the city to mow nuisance properties in town. Motion by Ernst to authorize city hall staff to use sub-contractors to mow nuisance properties at their discretion based on the rate negotiated between city hall and the sub-contractor, second by Clough. On a unanimous vote, motion carried.

Community Development Clerk, Tomlinson, updated the council on her progress in starting a city Facebook page. After researching how other city's handle social media, she recommends setting a policy related to all social media outlets. Council would like a checks and balances system within City Hall before posting responses to any negative comments that may be made on the page. Tomlinson will draft a resolution for a social media policy to present to council at the next meeting.

Sweeden updated the council on several ongoing discussions with Landus Coop. Landus does not want to spend money to help the City create a bypass road for

emergency responders to use in the event that all three rail crossings are blocked. Landus feels as though going East of town past Schau's Towing is just as effective and timely. Landus does not have any definite plans yet for their anticipated project of building new offices and a scale. Council will wait to make a decision on Landus' request to move the utility pole located in the middle of one of their access driveways until the final plans are submitted to City Hall. City Hall received several phone calls on Wednesday, June 13, 2018 in regards to all 3 intersections in town being blocked by the railway again. A citizen was especially concerned as she witnessed impeding of the flow of traffic in front of the Hospital and Fire Station. It was stated by the citizen that if emergency responders were called out, there was so much traffic backed up in both places that they would not have been able to get out. Council is still very concerned for public safety when it comes to the intersections all being blocked. Council has had several discussions with Landus regarding this situation over the past year and feels they need to make an impression since nothing is changing. Council ordered City Hall to send Landus three municipal infractions at \$750 per infraction for blocking all 3 intersections for 30 minutes.

In other business, Rita Frahm stated she is waiting on Jan Hewitt to provide cost estimates to her regarding the development proposal. Sweeden reported that city hall staff researched cost of living increases for their upcoming raises which will go into effect July 1. Based on the current cost of living increase of 2%, council advised for department supervisors to make recommendations of raises for their employees on a scale of 2-5% and send to the Mayor and Council, with the exception of Councilman Tomlinson (due to conflict of interest). Raises will then be discussed and approved at the July 2, 2018 City Council Meeting. Library Janitor, Kelly Young, submitted her resignation to the Library since she began a full-time position with City Hall. Ernst noted that the Heritage Days Committee is looking for volunteers to work 2 hour shifts overseeing the bouncy houses during the Heritage Days Celebration. He also noted that Ron and Zanet Thies plan to be in charge of Heritage Days for one more year, and would like to see the City of Ida Grove take responsibility for the celebration in the future. Kelly Young will talk with the Thies' to get any information needed to work on taking over Heritage Days.

Motion by Goodman to adjourn, second by Clough. On a unanimous vote, motion carried.

Meeting adjourned at 8:45 p.m.

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Heather Sweeden, City Clerk

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Devlun Whiteing, Mayor