

**City of Ida Grove  
City Council Meeting  
July 1, 2019 6:00 p.m.  
City Council Chambers**

Mayor, Devlun Whiteing, called the meeting to order at 6:00 p.m. with the following Council Members present: Paul Cates, Ryan Goodman and Gregor Ernst. Councilman, Jared Bogue, was absent.

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

Dave Christiansen of Absolute Inspection Services was present to discuss offering nuisance abatement services to the City of Ida Grove. Christiansen also offers zoning and permitting services. Christiansen would require the City to adopt the IPMC (International Property Maintenance Code) to assist him in evenly applying his services to numerous communities. Christiansen's process would be to do an initial sweep of town, take pictures, log nuisances and send courtesy letters to offenders. If the nuisance isn't resolved, an official notice would be sent and the offender would be taken to court if the nuisance still exists after that. Many other towns Christiansen works with take care of their own snow/mowing violations or they adopt into their codes that if walks aren't scooped and grass isn't mowed by a certain date each month, a notice is sent and the nuisance is abated, assessing the fees to the homeowner. Christiansen charges \$50.00 per hour plus mileage. Due to him working with surrounding communities, he states the City of Ida Grove would be charged time and mileage from where he is currently coming from when coming to work in Ida Grove, instead of starting time and mileage from Sioux City. Goodman asks what the process is when nuisances come up after he's recently been to town. Christiansen states the City employees could still take pictures and send them to him for follow-up, however, he would prefer to have one direct City contact. Christiansen suggested creating a group of citizens to drive the town and look for nuisances. Sweeden asked if this is something the City can try for a period of time and if it doesn't work out; can the city stop his services? Christiansen responded "yes". Goodman noted if the City moves forward with Absolute Inspection, he would like the focus to include dilapidated homes. Cates likes the idea of utilizing the company so long as the City can afford it. Ernst suggests the council thoroughly read the IPMC and have the City attorney look at it as well. Reynold McLead states the current codes are mixed and building codes are in incorrect places. Goodman states the City needs to decide where it's going with building and rental codes for the safety of citizens. No decisions were made at this time and the final direction is to create a committee of councilmen to further discuss and for McLead to attend the meeting.

Motion by Goodman to approve the consent agenda consisting of the claims list, budget/treasurer/revenue reports, minutes of the 6-17-2019 meeting with the following amendments: correct general typos, .06 acres to read .6 acres of the City Park, zoning amendment for GEC to read Highway Commercial to General Industrial and the approval of zoning ordinance amendments should have read approve the 1<sup>st</sup> reading and waive the 2<sup>nd</sup> reading, minutes of the 6-24-2019 meeting and cigarette permits for

Dollar General and Sportsman's, second by Ernst. On a unanimous vote, motion carried.

Sweeden presented proposed payroll percentage breakdowns. During budget season the council had agreed upon and budgeted which fund each employee's payroll would come from. Since then, City Hall no longer has an Administrative Assistant, thus other employees are doing utility billing. Sweeden proposes to change the City Clerk payroll breakdown to 70% clerk, 15% water and 15% sewer. Also, Project Management Clerk breakdown to 30% clerk, 35% water and 35% sewer. Motion by Goodman to approve Sweeden's recommendation, second by Ernst. On a unanimous vote, motion carried.

Sweeden noted the resignation of Scott Tomlinson is effective July 1, 2019 from Council Ward III, due to Tomlinson moving out of his ward. Council directs City Hall to continue posting the vacant seat on Facebook and the City of Ida Grove Website. One citizen has expressed interest at this time. If anyone is interested in filling the vacant seat, they should contact City Hall and plan to attend the July 15, 2019 meeting. Council hopes to appoint and fill the seat at that time.

Mayor Whiteing read through Ordinance 571 – Zoning Amendments, final reading. Motion by Cates to approve Zobel's 6<sup>th</sup> Addition Subdivision rezoning, second by Goodman. On a unanimous vote, motion carried. Motion by Goodman to approve Moorehead's 4<sup>th</sup> Addition Subdivision rezoning, second by Cates. On a unanimous vote, motion carried. Motion by Goodman to approve replat of Hillcrest Addition Subdivision rezoning, second by Ernst. On a unanimous vote, motion carried. Motion by Ernst to approve Ida (Original Town) Subdivision rezoning, second by Goodman. On a unanimous vote, motion carried. Motion by Ernst to approve Ida Grove City Park rezoning, second by Cates. On a unanimous vote, motion carried. All zoning amendments were approved for the final reading.

Motion by Goodman to approve Resolution 2019-19 Zoning Amendments, second by Cates. On a unanimous vote, motion carried.

#### RESOLUTION NO. 2019-19

#### A RESOLUTION AMENDING THE CODE OF ORDINANCES FOR THE CITY OF IDA GROVE, IOWA TO ADOPT ZONING AMENDMENTS IN MULTIPLE AREAS WITHIN CITY LIMITS

WHEREAS, the City of Ida Grove, Iowa desires to amend current zoning for Zobel's 6<sup>th</sup> Addition, Moorehead's 4<sup>th</sup> Addition, Hillcrest Subdivision, Ida Original Town Subdivision, Godbersen Equipment Company and a portion of Ida Grove City Park; and

WHEREAS, the City Council of the City of Ida Grove, Iowa determined these zoning changes are being made to allow for the orderly growth of the City of Ida Grove and to allow the proper use of land within the corporate boundaries.

NOW, THEREFORE, BE IT RESOLVED, that the zoning amendments have hereby been adopted in accordance with Ordinance 571.

The committee on administration met 6-24-19 to discuss employee annual performance evaluations. Based on merit scores, evaluations were ranked and the committee used incremental levels based on the review scores to come up with final salaries. The committee started with a pool of money based on what was budgeted during budget season and what could be given out. Committee suggests changing the review process going forward and the metrics used. Ernst states the performance

review process should be looked at in the next month or two as a follow-up and to be used annually after that. The committee suggests Sweeden, Sholty and Whiteing perform the reviews next year and just present to the Council. Motion by Goodman to approve Resolution 2019-20 FY20 Salaries, second by Cates. On a unanimous vote, motion carried.

RESOLUTION NUMER 2019 - 20

A RESOLUTION OF THE CITY COUNCIL OF IDA GROVE, IOWA, SETTING SALARIES AND WAGES FOR EMPLOYEES OF THE CITY FOR FISCAL YEAR 2020  
 The City Council of Ida Grove, Iowa met in Regular Session, in the Ida Grove Council Chambers, City Hall, 403 Third Street, and approved salary increases for staff listed in this resolution.

Council Member Goodman introduced the following and moved the following staff list be approved for salary increases beginning July 1, 2019:

Be it resolved by the Council of the City of Ida Grove, Iowa:

The following persons and positions named shall be paid the salaries or wages indicated, effective July 1, 2019, unless otherwise noted. The City Clerk is authorized to issue checks, less legally required or authorized deductions from the amounts set out below, biweekly each month, and make such contributions to I.P.E.R.S., and Social Security or other purposes as required by law or authorization of the Council. All checks are subject to audit and review by the Council.

<u>POSITION</u>	<u>NAME</u>	<u>RATE</u>
City Clerk	Heather Sweeden	\$ 50,086.40/Year
Community Development Clerk	Kandice Tomlinson	\$ 17.35 per hour
Project Management Clerk	Kelly Young	\$ 17.75 per hour
City Hall Janitor	Stacy Segebart	\$ 10.00 per hour
Rec Center Director	Chelsea Gross	\$ 49,171.20/Year
Rec Center Deputy Director	Dawn Schreiber	\$ 11.94 per hour
Public Works Foreman	Gerrod Sholty	\$ 29.76 per hour
Water Superintendent	Lon Schluter	\$ 26.57 per hour
Parks Superintendent	Bob Lorenzen	\$ 21.79 per hour
Public Works	Kris Taylor	\$ 20.73 per hour
Wastewater Superintendent	Lucas Collins	\$ 21.00 per hour
Library Director	Angela Scales	\$ 40,560/Year
Library Assistant	Jane Petersen	\$ 8.90 per hour
Library Assistant	Lisa Hopkins	\$ 11.35 per hour
Library Janitor	Michelle Schmidt	\$ 9.00 per hour

Council Member Cates seconded the motion to adopt.

Motion by Goodman to approve Resolution 2019-21 FY19 Transfers, second by Ernst. On a unanimous vote, motion carried.

RESOLUTION NUMBER 2019-21

Transfer of Funds

A RESOLUTION TO AUTHORIZE THE TRANSFER OF FUNDS FOR THE FISCAL YEAR 2018-2019

Be it resolved by the Council of the City of Ida Grove, Iowa:

Section 1. That the City Clerk is hereby authorized to transfer \$21,185.97 from the Emergency Fund to the General Fund.

Section 2. That the City Clerk is hereby authorized to transfer \$20,255.02 from TIF Ridgeview Fund to the TIF Ridgeview Debt Service Fund in order to make bond payments.

Motion by Ernst to approve Macy Nicholson, WSI certified lifeguard, \$9.05 hourly, second by Cates. On a unanimous vote, motion carried.

Motion by Ernst to approve Taylor Oldham, WSI certified lifeguard, \$9.05 hourly, second by Goodman. On a unanimous vote, motion carried.

Motion by Goodman to approve Kyle Spotts, Rec Center lifeguard, \$9.00 hourly and Outdoor Pool guard, \$8.00 hourly, second by Cates. On a unanimous vote, motion carried.

The Planning and Zoning Commission is looking for direction from the City Council as to what projects council would like them to focus on. Goodman states the commission has done a lot of ground work and clean up. McLead states some cities use different focus areas for each quarter of the year. Council discussed possibly focusing on identification of things in the ordinances that don't make sense in certain situations. Whiteing notes the Opportunity Zone is important to him. McLead notes it is time to review the Comprehensive Plan and also suggests the city have their boundaries surveyed. Sweeden is directed to speak with the City Engineer regarding surveying. Council instructs the commission to come up with a list of focus areas for council to review and prioritize.

Planning and Zoning recommends the City Council undergo a 3<sup>rd</sup> party review of the City Codes for discrepancies and/or legal issues. Sweeden is directed to find where the city can cut \$3,525 from the budget to pay for the 3<sup>rd</sup> party review and report back.

In other business, all Councilmen and the Mayor thanked everyone that helped, volunteered and supported Heritage Days. It is noted the City needs to start looking for a group to take on Heritage Days for next year, as the City does not plan to take it on as a project going forward. Cates notes he is concerned about the alley behind UBI. One of the doors to the new addition is much lower than it should be and the contractors plan to lower the alley. Cates requests the council all take a look at it before any concrete permits are approved. Sweeden states she has approved a permit for the dirt work only to be started. The permit application states the dirt work can be started but no concrete is to be poured until inspected and approved by the City of Ida Grove. Cates suggests vacating the alley. Sweeden is directed to talk to the City Attorney in regards to alley vacation. Motion by Goodman to suspend the meeting at 7:32 p.m. and reconvene at the alley, second by Cates. On a unanimous vote, motion carried. Meeting reconvened at the alley at 7:36 p.m. Council all agrees the plans for the alley could potentially cause issues. Sweeden is still directed to speak with Goldsmith. There are to be no further permits approved for the UBI alley project until further notice.

Motion by Ernst to adjourn, second by Cates. On a unanimous vote, motion carried.

Meeting adjourned at 7:47 p.m.

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Heather Sweeden, City Clerk

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Devlun Whiteing, Mayor