

**City of Ida Grove
City Council Meeting
March 16, 2020 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: Jared Bogue, Jason Schable, Gregor Ernst, Ryan Jordan and Reynold McLead. City Attorney, Peter Goldsmith, was also present.

Motion by McLead to amend the agenda to include Resolution 2020-16 to allow for temporary electronic meetings, second by Jordan. Goldsmith noted the amendment to the agenda with less than a 24-hour notice is permitted under Iowa Code 21.4 as an emergency due to the COVID-19 virus. On a unanimous vote, motion carried. Motion by Ernst to approve the agenda, second by Jordan. On a unanimous vote, motion carried.

Motion by McLead to open the public hearing on the FY20-21 budget approval, second by Jordan. On a unanimous vote, motion carried. Sweeden noted the only comment City Hall received was to ask if the pending park swap had been budgeted for. Motion by Bogue, second by Ernst to close the public hearing. On a unanimous vote, motion carried. Motion by Jordan to approve Resolution 2020-14 approving the annual budget for FY2020-2021, second by McLead. On a unanimous vote, motion carried.

RESOLUTION NO. 2020-14

**RESOLUTION APPROVING THE ANNUAL BUDGET FOR FISCAL YEAR 2020-2021 FOR
THE CITY OF IDA GROVE, IOWA**

WHEREAS, the Code of Iowa, Chapter 384, Section 16, requires that all cities prepare and adopt an annual budget of expenditures and receipts for at least the next fiscal year; and,

WHEREAS, the City Council has held budget workshops and given direction for budget decisions; and,

WHEREAS, the City Clerk has prepared the FY2020-2021 budget according to City Council direction as required by the State of Iowa; and,

WHEREAS, the City Clerk shall certify the necessary tax levy for the next fiscal year to the County Auditor by March 31, 2020; and,

WHEREAS, the Notice of Public Hearing Budget Estimate was published on March 4, 2020 and the Ida Grove City Council did hold a public hearing concerning the budget for the FY 2020-2021 on March 16, 2020; and,

NOW, THEREFORE BE IT RESOLVED, the City Council of the City of Ida Grove, Iowa hereby approves the adoption of budget and certification of City taxes for FY20-21.

BE IT FURTHER RESOLVED, by the City Council of Ida Grove, Iowa that the Mayor and City Clerk are hereby authorized and directed to execute this resolution.

Motion by McLead to open the public hearing on the Library copier lease, second by Ernst. On a unanimous vote, motion carried. No comments were received, written nor oral. Motion by Bogue to close the public hearing, second by Jordan. On a unanimous vote, motion carried. Motion by Ernst to approve Resolution 2020-15 approving the copier lease, second by Jordan. On a unanimous vote, motion carried.

RESOLUTION 2020-15

Approving and Authorizing a Lease Agreement

WHEREAS, the City of Ida Grove (the "City"), in the County of Ida, State of Iowa, has heretofore proposed to enter into a lease agreement (the "Lease Agreement") in the

principal amount not to exceed \$6,000, pursuant to the provisions of Section 364.4 of the Code of Iowa, for the purpose of acquiring a copier for the Library, and has published notice of the proposed action and has held a hearing thereon, and the Council may now authorize the Lease Agreement in the amount as published; NOW, THEREFORE, Be It Resolved by the City Council of the City of Ida Grove, Iowa, as follows:

Section 1. The City Council hereby determines to enter into the Lease Agreement with Advanced Systems, Inc. as lessor (the "Lessor"), in substantially the form that has been placed on file with the City Clerk, providing for a lease to the City in the principal amount of \$6,000 for the purpose set forth in the preamble hereof.

Section 2. The Lease Agreement is hereby approved, and the Mayor and City Clerk are hereby authorized to execute the Lease Agreement on behalf of the City and also to execute all related documents.

Section 3. It is the intention of the City that interest payable under the Lease Agreement be and remain excluded from gross income for federal income tax purposes pursuant to the appropriate provisions of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations in effect with respect thereto (all of the foregoing herein referred to as the "Internal Revenue Code"). In furtherance thereof, the City covenants to comply with the provisions of the Internal Revenue Code as they may from time to time be in effect or amended and further covenants to comply with the applicable future laws, regulations, published rulings and court decisions as may be necessary to insure that the interest payable under the Lease Agreement will remain excluded from gross income for federal income tax purposes. Any and all of the officers of the City are hereby authorized and directed to take any and all actions as may be necessary to comply with the covenants herein contained.

The City hereby designates the Lease Agreement as a "Qualified Tax Exempt Obligation" as that term is used in Section 265(b)(3)(B) of the Internal Revenue Code.

Section 4. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Appearance by Doug Clough was postponed to an undetermined date.

Motion by Ernst to approve the consent agenda consisting of the claims list in the amount of \$176,932.96, budget/revenue/treasurer reports, minutes of the 3/2/2020 and 3/11/2020 meetings and a Class B Wine and Class C Liquor license for Hillside Pub, second by McLead. On a unanimous vote, motion carried.

McLead presented the most recently edited version of the Council Rules of Procedure which remove some formalities while still maintaining order during meetings. After review, motion by McLead to approve the Council Rules of Procedure with the following amendments: changing the words "close debate" to "end debate" in subsection 6 and "shall" to "may" under the ordinances section, second by Jordan. On a unanimous vote, motion carried.

Motion by Ernst to approve the final reading of Ordinance 579 – amending Title 17 to allow for a special use permit to be obtained prior to demolition or modification of a conforming property that would result in a non-conformance, second by Jordan. On a unanimous vote, motion carried. Motion by McLead to approve Resolution 2020-10 approving ordinance 579, second by Jordan. On a unanimous vote, motion carried.

RESOLUTION NO. 2020-10

RESOLUTION AMENDING THE CODE OF ORDINANCES FOR THE CITY OF IDA GROVE, IOWA BY ALLOWING FOR A SPECIAL USE PERMIT TO BE OBTAINED PRIOR TO DEMOLITION OR MODIFICATION OF A CONFORMING PROPERTY THAT WOULD RESULT IN A NON-CONFORMANCE, WITHIN THE CITY OF IDA GROVE, IOWA

WHEREAS, the City of Ida Grove, Iowa has determined that a special use permit may be sought prior to demolition or modification of a conforming property that would result in a non-conformance; and

WHEREAS, an ordinance has been presented to the City Council that allows for the special use permit to be obtained.

Motion by Jordan to approve the second reading of Ordinance 580 – prohibiting parking on the West side of Morningside Street, second by Schable. On a unanimous vote, motion carried. Resolution 2020-11 – approving Ordinance 580 was tabled until the next regular council meeting.

Fred Andersen, Stephanie Konradi and Beth Euchner, residents of Hughes Lane, were present for discussion regarding congested parking in Schmidt's Addition. Council members had decided at the last meeting that they would all visit Schmidt's Addition to experience the congestion. McLead and Ernst noted they agreed there is an issue when vehicles are parked along both sides of the street, limiting access for larger vehicles, including emergency ones. Residents expressed concern for visibility if parking were limited to one side or the other, but otherwise didn't have a recommendation as to how to resolve the issue. Konradi stated "the issue is that people have the space to park, but they don't use it". Council instructed Sweeden to draft an ordinance similar to the pending Ordinance for Morningside Street, limiting parking to one side of the street. Council plans to try this for a period of time and then re-evaluate.

Motion by Ernst to approve the second reading of Ordinance 581- prohibiting vehicle traffic in alley between Moorehead Avenue and Washington Street, second by McLead. On a unanimous vote, motion carried. Resolution 2020-12 to approve ordinance 581 was tabled until the next regular council meeting.

Sweeden presented designs for updated vehicle stickers, that include the City's updated logo and trademark. Council noted they like the designs by Amy Yockey for both the stickers to be placed on vehicle doors and the "Castletown, USA" bumper stickers. Sweeden estimated a cost of around \$650 to purchase all stickers and was given the go-ahead to do so. Mayor Whiteing left the meeting at this time, due to a fire call. Mayor Pro-Tem, Ernst, will preside over the remainder of the meeting.

Sweeden and McLead updated council regarding the legal review by Code Publishing Company. Sweeden gave CPC permission to update each page with the corrected reference to Iowa Code for a total cost of about \$150. McLead noted he will wait to recount pages that require editing until after the update is complete. Without that update, he estimated about 85 pages at \$18.95 that would require amendments. McLead added that council will need to revisit whether they plan to adopt SUDAS, as those recommended changes will affect the page count as well.

Sweeden presented a job description for a third employee at City Hall as directed after the last council meeting. Ernst asked all members, individually, for their recommendation of the potential employee's title. Bogue: Administrative Assistant, Schable: Deputy Clerk, Sweeden: Administrative Assistant, Ernst: Administrative Clerk, Jordan: Administrative Assistant, McLead: Administrative Assistant, Goldsmith: noted

it would depend what the compensation would be, but likes Administrative Assistant. Sweeden also recommended a change to Kelly Young's title, changing from Project Management Clerk to Deputy Clerk. Council agreed. Sweeden was directed to advertise the third position once restrictions regarding the COVID-19 virus are lifted.

Council is supportive of Community Partners creating a brochure that would aid in marketing the City of Ida Grove and recommended getting Doug Clough involved. Ernst added he would be willing to assist as well. Council asked to see the draft of the brochure once its completed.

In an effort to properly and efficiently budget for depreciation of City equipment/vehicles, Bogue will create a spreadsheet the City can utilize to better track large equipment/vehicles, estimated life cycle and replacement costs. Sweeden will work with Public Works to obtain the values and other necessary information.

Motion by Bogue to increase the credit for Household Hazardous Waste Day to \$50 for the first 30 customers for this Summer, second by Jordan. On a unanimous vote, motion carried.

Motion by Jordan to approve Michaela Durbin as a Rec Center Receptionist, \$7.50/hour, second by Bogue. Council noted Durbin should not start work until the Rec Center is reopened. On a unanimous vote, motion carried.

Motion by Jordan to approve Public Works' additional request for tree removal in the amount of \$3,180, second by McLead. On a unanimous vote, motion carried.

Sweeden expressed concern the Water Superintendent, Lon Schluter, has regarding the council's decision to not allow for suspension of billing services unless the water service is shut off at the curb. Schluter noted the City infrastructure is very old; turning valves on and off will likely create many leaks and upcoming issues. Sweeden will check with other Cities to see how they handle snowbirds and general suspension of billing requests. Motion by Bogue to approve the Utility Bill Relief Guideline, second by Schable. Council directed Sweeden to notify Phillip Means and Leonard Daniels of the steps they will need to take to seek relief from their recent leaks. On a unanimous vote, motion carried.

Council requested additional information regarding the request to approve the purchase of a pump for well #8.

Motion by Jordan to approve Sweeden to sign the Fire Truck Loan Documents in the amount of \$150,000, second by McLead. On a unanimous vote, motion carried.

Motion by McLead to approve Resolution 2020-16 – temporary electronic public meetings, amending the word "will" to "may" within the document, second by Jordan. Ernst will work with Sweeden to provide a conference call bridge that may be utilized. On a unanimous vote, motion carried. Council further noted it would be at the discretion of the Mayor and City Clerk whether to hold open public meetings at City Hall or hold the meetings electronically.

Motion by McLead to adjourn, second by Jordan. On a unanimous vote, motion carried. Meeting adjourned at 7:51 p.m.

Heather Sweeden, City Clerk

Devlun Whiteing, Mayor

