

DUNKERTON CITY COUNCIL met in regular session, **May 13, 2019**, in the City Hall Council Chambers with Mayor Edward Jessen presiding. The meeting was called to order at 7:01 p.m. Council members present: Mark Lichty, Bill Richard, Tina Dalton, DJ Manahl and Tom Delong. Quorum present. Manahl led the Pledge of Allegiance.

Unless otherwise noted, all actions were passed by affirmative and unanimous vote of the council members present.

Consent agenda: Delong moved, Dalton seconded to approve the Consent Agenda by one motion: a) May 13, 2019 Agenda b) April 8, 2019 Council Minutes Regular Mtg; April 18, 2019 Council Minutes Special Mtg c) April 2019 Monthly Reports: Clerk Financial Reports, Bank Reconciliation, UB Reconciliation, Ambulance, Fire March Minutes, Police, Building Permits, Library Stats, and Payment of Monthly Claims.

Department Head Reports:

- Library Dir Wheeler mentioned the summer reading program kickoff will be Monday, May 20th and the program will run through the end of July.
- Fire Chief Manahl stated that 4 firefighters are completing the Firefighter 1 training.
- Police Chief Krieger mentioned she has completed two grants – one for a ballistics vest and one to help offset wages for officer’s checking for seat belt and drunk driving violations.
- Ambulance Chief Stout was unable to attend; however, Ambulance Department member Russ Nesbit stated the department has one new member and the new ambulance should arrive in the next 10 days.
- Clerk Steffen mentioned that the proposed Budget Amendment is complete and is on the agenda for Council approval.
- Public Works staff member Daniel Loftus stated Public Works has been street sweeping and providing brush pickup. Staff member Loftus mentioned there are two homes that appear to be cutting down trees and setting them aside for City staff to pick up. He will provide homeowners with copy of brush pickup policy.
- Public Works Interim Director Reynolds stated that the discharge process has started for the lagoon, pothole repair is underway and there are approximately 90 ash trees in town that will need to be addressed.

Moved by Delong, seconded by Lichty to open the public hearing for the FY2019 Budget Amendment.

Mayor Jessen asked Clerk Steffen if the City had received any written comments either for or against the FY2019 Budget Amendment. Clerk Steffen stated the City had not received any comments either for or against the Budget Amendment. Mayor Jessen asked those in attendance if they had any comments for or against the Budget Amendment. With no further comments, moved by Manahl, seconded by Dalton to close the public hearing.

Moved by Delong, seconded by Lichty to approve Resolution 2019-14 FY2019 Budget Amendment.

Moved by Lichty, seconded by Delong to approve Resolution 2019-13 transfers for GO Bond payments. Payment of \$80,845 for \$995K GO Bond to be made from TIF, Water Revenue and LOST funds. Payment of \$41,302.50 for \$565K GO Bond to be made from LOST and TIF funds. Payment of \$14,935 to be made from RUT and Fire Township funds.

Moved by Dalton, seconded by Richard to approve the second reading of amended ordinance #199 ~ Chapter 152 Building Code.

Moved by Dalton, seconded by Manahl to open the public hearing for Special Permit request at 305 Jefferson Street.

Mayor Jessen asked Clerk Steffen if the City had received any written comments either for or against the Special Permit request at 305 Jefferson Street. Clerk Steffen stated the City had received one letter from resident Ms. Carmen Knebel. Ms. Knebel stated that she approved of the building being built at 305 Jefferson Street. Mayor Jessen asked those in attendance if they had any comments for or against the Special Permit request. Ms. Monica Smith asked what the Special Permit was for. Mr. Jason Snyder responded that he was asking the Council to approve allowing him to build the sidewalls of his garage 12 ft high rather than 10 ft high as listed in the City Code of Ordinances. With no further comments, moved by Manahl, seconded by Dalton to close the public hearing.

Moved by Delong, seconded by Dalton to approve the Special Permit request at 305 Jefferson Street.

Moved by Lichty, seconded by Dalton to approve engineering firm Fehr Graham for the water treatment plant high iron issue.

Moved by Delong, seconded by Manahl to approve up to \$3,500 for Chad's Plumbing to add a Y pipe to the lift station force main with help from the Public Works department. Engineering firm IIW's water capacity analysis has determined there is a reduction in the force main. Council also approved contracting with Hydro-Klean to clean the lift station lines. Hydro-Klean only works on a time and materials basis and based on projects of a similar scope and size, they estimate 10-15 hours of labor and the use of 15-20 poly pigs.

Moved by Manahl, seconded by Dalton to approve the Midco Diving & Marine Services contract for cleaning and inspection of the water tower for \$2,499 with a full written report for the EPA or State for an additional \$200.

Moved by Manahl, seconded by Dalton to approve the Klean King contract for cleaning the outside of the water tower for \$5,000.

Moved by Manahl, seconded by Lichty to offer \$12.50/hr to summer seasonal help.

Moved by Dalton, seconded by Delong to approve purchase of a new utility meter reader and software from Metering and Technology Solutions. Product is a Service 1-5000 which includes a Trimble Ranger 7 with CE and ME radio transceivers, installation, setup and on-site training for \$14,500 and corresponding integration software with Gworks accounting system for \$1,875.

Moved by Delong, seconded by Lichty to accept the Robert C. Hauptly Construction Co. bid of \$3,000 which includes excavating an area for a 48 ft long by 2 ft wide footing, setting approximately 60 4x2x2 wall blocks, backfilling with rock, and installation of 36 ft with no rock base footing. Bid is for labor only. The City will furnish all materials. Roll call vote: Ayes – Delong, Dalton, Lichty and Richard. Nays - Manahl. Motion carried.

Moved by Dalton, seconded by Richard to set City-wide clean up day for June 8, 2019 from 8:00 am to Noon. City to set fees for those items that require a fee to dispose of.

Discussion of playground equipment for Carroll Hauptly Memorial Park was tabled.

Mr. Tim Dalton informed the Council that the school is having a 4 ft. sidewalk installed along Marilyn Street. The sidewalk will run between the ball diamond fields up to the concession stand. The school has signed a contract with Corey Best for \$14,000 for this project. Mr. Dalton mentioned that Corey Best has stated the City could add an additional 4 ft of sidewalk to the current project. This would make the sidewalk 8 ft wide. If the City would like to pay for this additional 4 ft of sidewalk, it will cost the City \$14,194 which includes the sidewalk for \$10,080 plus \$4,194 for edging and grade. Council made no motion.

Mr. Tim Dalton asked for approval to have the Park Board provide a brat booth at Dunkerton Days. Mr. Dalton mentioned he has received approval from the Dunkerton Days Committee. Proceeds from the stand would be used towards a swing set and toddler equipment at Carroll Hauptly Memorial Park. Moved by Manahl, seconded by Lichty to approve support of a Park Board brat booth at Dunkerton Days.

Mr. Ron Reichen provided the Council with repair costs from his water service pipe issue which occurred in 2014. Council tabled issue until they could converse with City Attorney.

Moved by Dalton, seconded by Lichty to approve seeking bids for maintenance shop roof, paint and overhead door.

Council instructed Clerk Steffen to research exit interview processes and return findings to Council for consideration.

Moved by Lichty, seconded by Dalton to approve write-off of ambulance run expense of \$580. Physician's Claims, the company which processes ambulance run requests for the City, apologized for sending the wrong write-off request last month. PCC initially requested a write-off of \$46.71.

Public Comments:

- Ms. Cathy Rigdon stated there are a number of unfinished projects in town and suggested the Council complete those projects before taking on new projects. Ms. Rigdon said the downtown area is looking shabby.
- Mr. Fred Nordman asked for clarification of the location of the sidewalk that the Council discussed earlier.
- Ms. Carol Rigdon stated there is no pavement in front of her mailbox and that the cement has broken away.
- Mr. Bobbie Rigdon asked how much the City paid for a new sidewalk on Main Street. The Mayor stated he did not know off hand but that Mr. Rigdon could stop by City

Hall at any time to review the invoices.

- Ms. Cathy Rigdon asked what the protocol was for addressing City staff. Ms. Rigdon thought it stated in the City by-laws that the Mayor and a Council Member would address a City staff member if there was a disciplinary issue. Ms. Rigdon asked if it was protocol for the Mayor to meet with a staff member and to include the City Clerk.

Mayoral and Council comments:

- Council member Manahl asked to meet with the City Attorney regarding employee issues.

With no further discussion, Delong / Lichty to adjourn at 8:58 pm.

Edward A. Jessen, Mayor

ATTEST: Sheila K. Steffen, City Clerk