

DUNKERTON CITY COUNCIL met in regular session, **October 12, 2020**, in the City Hall Council Chambers with Mayor Michael J. Schares presiding. The meeting was called to order at 7:00 p.m. Council members present: Brian Roquet, Ron Reichen, Derek Shaner and Monica Smith. Quorum present. Mayor Schares led the Pledge of Allegiance.

Due to public health concerns related to COVID-19, as authorized by emergency proclamation of the Governor of the State of Iowa, this meeting of the City Council was conducted electronically, pursuant to Iowa Code Section 21.8, as holding the meeting in person was impossible or impractical. Residents could participate via an online session at Zoom.us by entering meeting ID: 854 5465 5527 and password: 228483. Residents could also participate via audio by dialing 1.312.626.6799 and entering the meeting ID and password listed above.

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

Consent agenda: Reichen moved, Roquet seconded to approve the Consent Agenda by one motion a) October 12, 2020 Agenda, b) September 14, 2020 Council Minutes Regular Mtg; September 28, 2020 Council Minutes Special Meeting, c) Sept 2020 Monthly Reports: Clerk Financial Reports, Bank Reconciliation, UB Reconciliation, Ambulance, Fire, Building Permits, Library Stats, and Bills Resolution 2020-61.

Department Head Reports:

- Fire Chief Manahl stated the pumper truck needs a new module and the cost estimate for the module is \$2,000 - \$2,500.
- Police Chief Stafford mentioned he did not have any additions to his written report.
- Clerk Steffen updated the council on the utility disruption prevention proclamation from the Governor.
- Public Works Director Loftus mentioned the DOT will be installing emergency vehicle signs near the fire station.

Ms. Nancy Sires and Ms. LeAnn Bienfang provided the council with an update regarding the first year of the Community Gardens. There were 7 gardeners this year and all will be returning next year. Some gardeners have requested larger lots so new garden plots will be tilled for next spring. The gardens will be closing for the year on October 31st and the water will be shut off at that time.

The council reviewed new signage and canopy plans for Kwik Star. This was informative only and required no action by the council.

Moved by Smith, seconded by Reichen to approve publishing the council vacancy. The notice will state the council will be filling the vacancy by appointment.

Moved by Roquet, seconded by Shaner to approve submission of the Annual Financial Report to the Iowa Department of Management. Beginning fund balances as of July 1, 2019 were: General Fund \$596,662 and Proprietary Funds \$282,338. Ending fund balances of June 30, 2020 were: General Fund \$550,924 and Proprietary Funds \$342,701. Total revenue for the year was \$1,474,783 and total expenses were \$1,460,158.

Moved by Reichen, seconded by Shaner to approve Resolution 2020-62 appointing Paying Agent, Note Registrar, and Transfer Agent for the \$860,000 GO Bond Capital Loan Notes, Series 2020.

Moved by Roquet, seconded by Reichen to approve Resolution 2020-63 authorizing a form of Loan Agreement and authorizing and providing for issuance, and levying a tax to pay the Notes, and approval of the Tax Exemption Certificate for the \$860,000 GO Bond Capital Loan Notes, Series 2020.

Mayor Schares opened the public hearing for amended ordinance #202 Chapter 105 Solid Waste Control ~ Section 105.09 Waste Storage Containers. Mayor Schares asked Clerk Steffen if the city had received any comments either for or against the amended ordinance. Clerk Steffen stated the city had not received any comments either for or against the amended ordinance. Hearing no further comments, moved by Reichen, seconded by Roquet to close the public hearing.

Mayor Schares opened the public hearing for amended ordinance #203 Chapter 106 Collection of Solid Waste ~ Section 106.09 Collection Fees. Mayor Schares asked Clerk Steffen if the city had received any comments either for or against the amended ordinance. Clerk Steffen stated there were no written comments received; however, Ms. Jan Peterson had contacted the city regarding her concerns about recycling services and she was currently on the zoom call. Ms. Peterson stated that she had contacted Cedar Valley Recycling and they will accept all recycling materials except glass, whereas, Waste Management will collect all recyclables including glass. Ms. Peterson asked the council if they would consider another vendor for recycling services. Hearing no further comments, moved by Reichen, seconded by Shaner to close the public hearing.

Moved by Roquet, seconded by Shaner to approve the first reading of amended ordinance #202 Chapter 105 Solid Waste Control ~ Section 105.09 Waste Storage Containers.

Moved by Smith, seconded by Roquet to approve waiving the second and third readings of amended ordinance #202 Chapter 105 Solid Waste Control ~ Section 105.09 Waste Storage Containers.

Moved by Smith, seconded by Reichen to pass amended ordinance #202 Chapter 105 Solid Waste Control ~ Section 105.09 Waste Storage Containers updating the Code of Ordinances of the City of Dunkerton, Iowa 2020. This change will update the size and weight to conform with the red garbage containers.

Moved by Roquet, seconded by Shaner to approve the first reading of amended ordinance #203 Chapter 106 Collection of Solid Waste ~ Section 106.09 Collection Fees.

Moved by Reichen, seconded by Shaner to approve waiving the second and third readings of amended ordinance #203 Chapter 106 Collection of Solid Waste ~ Section 106.09 Collection Fees.

Moved by Reichen, seconded by Roquet to pass amended ordinance #203 Chapter 106 Collection of Solid Waste ~ Section 106.09 Collection Fees updating the Code of Ordinances of the City of Dunkerton, Iowa 2020. This amendment increases the number of garbage bags and containers that can be left for garbage pickup.

Moved by Roquet, seconded by Shaner to approve adoption of the City of Dunkerton Drug and Alcohol Policy for non-volunteer CDL drivers.

Moved by Reichen, seconded by Roquet to approve updating the Employee Handbook Section 3.01 to change vacation accrual to coincide with the anniversary date of the full-time employee.

Moved by Smith, seconded by Shaner to approve Resolution 2020-64 Record Retention Policy. The city will follow The League of Cities Retention Document Schedule.

Moved by Roquet, seconded by Shaner to approve Resolution 2020-65 Purchasing Policy for city staff.

Moved by Reichen, seconded by Shaner to approve renewing the library contract with the City of Raymond for \$3,940 per year through June 30, 2026 .

Moved by Roquet, seconded by Shaner to approve Resolution 2020-67 repeal of Resolution 2005-42 Fuel Surcharge for Thomas James.

Moved by Reichen, seconded by Shaner to approve Resolution 2020-66 Thomas James Recycling Policy. Currently, Thomas James will only accept clean cardboard but may accept other recycling materials in the future.

Moved by Roquet, seconded by Reichen to approve VJ Engineering to determine curb and gutter assessments for property owners along the Marilyn Street Project.

Moved by Reichen, seconded by Roquet to approve setting a public hearing for MidAmerican Gas and Electric Franchise Agreements for Nov 9, 2020.

Moved by Roquet, seconded by Shaner to approve JM Construction's bid of \$1,000 to clean up ditch line along Dunkerton Street next to the baseball diamonds. Other bids received were Robert C. Hauptly Construction for \$2,500 and Tschiggfire Excavating for \$9,800.

Moved by Reichen, seconded by Shaner to approve Trick or Treating on October 31st from 5:00 – 7:00 pm following the guidelines of the Black Hawk County Health Department.

Moved by Smith, seconded by Roquet to table the discussion of a mask mandate as it would not be enforceable at this time; however, use of masks is strongly encouraged.

Public Comments:

- Ms. Jan Peterson commented that the curb and gutter in front of her mailbox is deteriorating.
- Mr. DJ Manahl asked that a truck at the corner of Canfield and Sycamore be moved.

Mayoral and Council comments:

- Mayor Schares updated the council regarding the Marilyn Street Project and the removal of ash trees within the city.
- Council member Smith read a draft of an article to be submitted to the Dunkerton News.

With no further discussion, Reichen / Roquet to adjourn at 8:29 pm.

Michael J. Schares, Mayor

ATTEST: Sheila K. Steffen, City Clerk