

DUNKERTON CITY COUNCIL met in regular session, **November 9, 2015**, in the City Hall Council Chambers with Mayor Edward Jessen presiding. The meeting was called to order at 7:02 p.m. Council members present: Adam Fuelling, Colt Robinson, Tom Delong and Jon Cox. Quorum present. Robinson led the Pledge of Allegiance.

Delong moved, Cox seconded, to approve the Consent Agenda by one motion: a) Nov 9, 2015 Agenda b) Council Minutes Oct 13 Regular Mtg as written c) Oct 2015 Monthly Reports: Clerk Budget, Clerk Bank Reconciliation, UB Reconciliation, Ambulance, Fire, Police, Building Permits, Library Stats and Payment of Monthly Claims except the invoice for Dalton Plumbing & Heating. Roll call vote: Ayes-All. Motion carried.

Department Head Reports:

- PW Dir Pierce mentioned equipment is getting older and more maintenance will be needed. There were no updates for the City Engineer.
- Library Dir Wheeler mentioned that there will be a writers workshop and that the library will be closed for Veteran's Day as well as the Thanksgiving holiday.
- Fire Chief Manahl said the new fire truck may arrive by Christmas and they will be voting on officers in December.
- Police Chief Adams said he will be working at the school this week and is still waiting to hear from the Isle regarding his grant request.
- Ambulance Chief Stout stated there were 8 calls this month and they have accepted the resignation of Ron Reil.
- Clerk Steffen mentioned she has completed the Annual Financial Report, the Annual Urban Renewal Report and the TIF Indebtedness Certificate. She mentioned the official election results should be received this week (the Board of Supervisors were going to canvass the votes on Tuesday).

Public Comments:

- Ron Reichen asked about the flags on Jefferson's. The flags are part of a discussion regarding a detention burm to keep field water from flowing thru town.
- Randy Wheeler asked the council to consider a different sewer ordinance for those properties in the subdivision north of Dunkerton - charging for sewer if someone is living in a residence and not charging sewer fees if no one is living in a residence.

Maggie Burger from Speer Financial updated the council on the TIF district that is currently in effect. She updated the council on the revenue generated from the district as well as the payment of GO Bonds from this revenue.

Council member Fuelling motioned and Robinson seconded to approve Resolution 2015-40 Request for Tax Increment Financing (TIF) of \$66,460 for FY2017 Urban Renewal Area. Ayes: Fuelling, Robinson, Delong and Cox. Motion carried.

Council member Fuelling motioned and Robinson seconded to approve Russ Nesbit to the Dunkerton Ambulance crew. Roll call vote: Ayes - All. Motion carried.

The council discussed employee reviews, cost of living and performance raises. Council member Cox suggested a written document outlining job performance criteria and wage recommendations so that staff, personnel committee and council are all aware of expectations. The council directed Clerk Steffen to draft a policy regarding cost of living and performance raises for review by the council.

Council member Fuelling motioned and Cox seconded to approve Resolution 2015-45 increasing the wage for Police Chief Adams by \$.50 to \$23.50/hr as of his 90 day orientation date. Ayes: Delong, Cox, Robinson and Fuelling. Motion carried.

Council member Robinson moved and Cox seconded to approve Resolution 2015-42 a 2% wage increase for Police Chief Adams effective July 1, 2016. New wage will be \$23.97/hr. Ayes: Delong, Robinson and Cox. Nays: Fuelling. Motion carried.

Council member Robinson motioned and Cox seconded to approve Resolution 2015-43 increasing the wage for City Clerk Steffen by \$1.00 to \$22.01/hr effective as of Aug 1, 2015 for her completion of classes at the Clerk's Institute in July. Ayes: Fuelling, Delong, Cox and Robinson. Motion carried.

Council member Cox moved and Robinson seconded to approve Resolution 2015-44 a 2% wage increase for Public Works Director Pierce effective July 1, 2016. New wage will be \$23.89/hr. Ayes: Cox, Fuelling, Robinson and Delong. Motion carried.

Council member Delong motioned and Cox seconded to approve Resolution 2015-38 Water and Sewer Policy which provides direction to city staff on various utility issues. Ayes: Robinson, Cox, Delong, and Fuelling. Motion carried.

Council member Robinson motioned and Fuelling seconded to approve the first reading of the amended Ordinance #180 Water Rates - Section 92.05. The amendment will remove disconnection fees from the ordinance. Reconnection fees will be \$40 during normal business hours. After hours reconnection fees will be \$80. If a red tag is hung for a delinquent utility bill, a \$10.00 fee will be assessed. Ayes: Cox, Fuelling, Delong and Robinson. Motion carried.

Council member Fuelling motioned and Cox seconded to waive the second and third readings of the amended Ordinance #180 Water Rates - Section 92.05. Ayes: Fuelling, Robinson, Cox and Delong. Motion carried.

Council member Fuelling motioned and Robinson seconded to pass the amended Ordinance #180 Water Rates - Section 92.05. Ayes: Fuelling, Cox, Delong and Robinson. Motion carried.

The council tabled amended Ordinance #181 Sewer Service Charges - Section 99.02 pending additional verbiage.

The council reviewed recommendations from the State Auditor regarding additional internal controls. The council approved using a vehicle log in all city vehicles including fire and ambulance. The council also asked Clerk Steffen to draft an overtime and leave policy to be reviewed by the council.

In addition, Clerk Steffen read a draft of a proposed policy based on recommendations from the city's insurance company for anyone with an SR-22 rating on their drivers license. Council member Cox motioned and Fuelling seconded to add this section to the employee handbook. Roll call vote: Ayes - All. Motion carried.

Council member Delong moved and Robinson seconded Resolution 2015-41 filing of lien installments with the Black Hawk County Treasurer's Office. Ayes: Fuelling, Robinson, Delong and Cox. Motion carried.

With no further discussion, Fuelling/Lichty to adjourn at 8:44 pm. Ayes: All. Motion carried.

Edward A. Jessen, Mayor

ATTEST: Sheila K. Steffen, City Clerk