The Adel City Council met in regular session at Adel City Hall, 301 S. 10th St., Adel, Iowa, on Tuesday, December 12, 2017, at 6:00 p.m. Mayor Peters called the meeting to order and the following answered roll: Ockerman, Hillmer, McAvoy, and McAdon. Council Member Haynes was absent.

Staff Present: City Administrator Brown, City Clerk Steele, Finance Director Sandquist, Public Works Director Overton, Parks and Recreation Director Schenck, Code Compliance Officer Nichols, Library Director James, Police Chief Shepherd, Lieutenant Book, Police Officer Delaney, and Police Officer Chang.

*** Note: Council Member Haynes was absent from all votes ***

PUBLIC HEARING

1. Proposed Plans, Specifications, Form of Contract, and Estimate of Costs for the Construction of the Storm Water Utility Improvements – Phase 1
   Motion by McAvoy, seconded by Hillmer, to open the public hearing
   Roll: Ayes-Unanimous. Motion carried.
   No written comments were received. No oral comments were received.
   Motion by McAvoy, seconded by Ockerman, to close the public hearing
   Roll: Ayes-Unanimous. Motion carried.

2. Proposed Authorization of a Loan and Disbursement Agreement and Issuance of Not to Exceed $1,025,000 Water Revenue CLN
   Motion by McAvoy, seconded by Hillmer, to open the public hearing
   Roll: Ayes-Unanimous. Motion carried.
   No written comments were received. No oral comments were received.
   Motion by McAvoy, seconded by McAdon, to close the public hearing
   Roll: Ayes-Unanimous. Motion carried.

3. Proposed Authorization of a Loan and Disbursement Agreement and Issuance of Not to Exceed $580,050 Sewer Revenue CLN
   Motion by McAvoy, seconded by Hillmer, to open the public hearing
   Roll: Ayes-Unanimous. Motion carried.
   No written comments were received. No oral comments were received.
   Motion by McAvoy, seconded by McAdon, to close the public hearing
   Roll: Ayes-Unanimous. Motion carried.

4. Notice of Filing Final Plat and Schedule of Assessments Against Benefited Properties for the Construction of the Adel Brick Streets 2017
   Motion by McAvoy, seconded by Hillmer, to open the public hearing
   Roll: Ayes-Unanimous. Motion carried.
   No written comments were received. No oral comments were received.
   Motion by Hillmer, seconded by McAdon, to close the public hearing
   Roll: Ayes-Unanimous. Motion carried.

OATH OF OFFICE

   Mayor – James F. Peters (City Clerk Steele)
   City Council Member – Jodi Selby (Mayor Peters)
   City Council Member – Rob Christensen (Mayor Peters)
   Police Officer – Joel Delaney (Mayor Peters)
   Police Officer – Sunjo Chang (Mayor Peters)

MAYORAL RECOGNITION

   Certificate Presented to Outgoing Council Member – Rebecca Hillmer
   Certificate Presented to Outgoing Council Member – Jon McAvoy
   Certificate for 10 Years of Service – Code Compliance Officer Steve Nichols
   Certificate for 10 Years of Service – Public Works Director Kip Overton
   Promotion – Police Officer Wade Book to Lieutenant
COMMENTS FROM THE PUBLIC
Oakdale Pride – Dennis Leininger

CONSENT AGENDA
a) Consider Approval of City Council Minutes Dated November 14, 2017
b) Consider Approval of November Bills and November 30, 2017, Treasurer’s Report
c) Consider Approval of Class B Native Wine Permit with Sunday Sales for Adel Flowers and Gifts
d) Consider Approval of Special Class C Liquor License (Beer/Wine) with Living Quarters for China Village – (Pending Dram Shop)
e) Consider Approval of Full Membership Firefighters – Joel Steenhoek and Patrick Halsey
f) Consider Approval of Probationary Firefighter – Derrick Moore

Motion by Hillmer, seconded by McAdon, to approve the consent agenda
Roll: Ayes-Unanimous. Motion carried.

DEPARTMENT HEAD REPORT
Annual Library Report – Library Director Paula James
Ice Skating Rink – Parks and Recreation Director Nick Schenck

NEW BUSINESS
a) Discussion/Possible Action on Monarch Materials Group, Inc.’s Objection and Counter Proposal to the Extension of 289th Place
   No action was taken.

b) Discussion/Possible Action on Development Agreement with EW Nutrition and Ortonville Land Company
   Motion by Hillmer, seconded by McAdon, to approve the development agreement as presented
   Roll: Ayes-Hillmer, McAvoy, McAdon. Nays-Ockerman. Motion carried.

c) Discussion/Possible Action on Development Agreement with Monarch Materials Group, Inc.
   No agreement was presented. No action was taken.

d) Discussion/Possible Action of Resolution No. 17-69, Authorizing the Mayor to Sign the Application and the City of Adel to Act on the City’s/County’s Behalf in the Filing of an Application to the Iowa Department of Transportation for Assistance Under the Revitalize Iowa’s Sound Economy Program
   Motion by McAvoy, seconded by McAdon, to approve Resolution No. 17-69
   Roll: Ayes-McAvoy, McAdon, Hillmer. Nays-Ockerman. Motion carried.

e) Consider Approval of Brick Streets Bakery Request for Extension to Existing Lease Agreement, Addendum, Item #4
   Motion by McAvoy, seconded by McAdon, to approve extension request from Brick Street Bakery
   Roll: Ayes-Unanimous. Motion carried.

f) Consider Approval of East Annexation Sewer Extension Agreement with Dallas County
   Motion by Ockerman, seconded by Hillmer, to approve the agreement with Dallas County
   Roll: Ayes-Unanimous. Motion carried.

g) Consider Approval of Resolution No. 17-70, Acknowledging and Waiving Any Potential Conflict of Interest Regarding the Assistance / Representation by Ahlers and Cooney, P.C., as Requested by the City Attorney for Matters Related to a Potential Sanitary Sewer Project and Cost Sharing Agreement Jointly Undertaken by the City of Adel and Dallas County
   Motion by Ockerman, seconded by Hillmer, to approve Resolution No. 17-70
   Roll: Ayes-Unanimous. Motion carried.

h) Consider Approval of Resolution No. 17-71, Approving a Temporary Easement to Allow Construction of Water Utility Improvements – MJB Co. Inc.
   Motion by Hillmer, seconded by McAdon, to approve Resolution No. 17-71
   Roll: Ayes-Unanimous. Motion carried.
i) Consider Approval of Resolution No. 17-72, Approving a Permanent Easement to Allow Construction of Water Utility Improvements – MJB Co. Inc.
Motion by Hillmer, seconded by McAdon, to approve Resolution No. 17-72
Roll: Ayes-Unanimous. Motion carried.

j) Consider Approval of Resolution No. 17-73, Terminating the City’s Participation in Nationwide and Voya Deferred Compensation Plans and Entering into a Service Agreement with the State of Iowa Retirement Investor’s Club Through the Department of Administrative Services and Voya Financial
Motion by McAdoo, seconded by McAvoy, to approve Resolution No. 17-73
Roll: Ayes-Unanimous. Motion carried.

k) Consider Approval of Resolution No. 17-74, Adopting Plans, Specifications, Form of Contract and Estimate of Cost for Storm Water Utility Improvements – Phase I
Motion by McAdon, seconded by Hillmer, to approve Resolution No. 17-74
Roll: Ayes-Unanimous. Motion carried.

l) Consider Approval of Resolution No. 17-75, Designating Low Bidder on the Public Improvement Project Designated Storm Water Utility Improvements – Phase I (USDA Consent of Low Bidder Required Before Approval)
Motion by Hillmer, seconded by McAvoy, to approve Resolution No. 17-75, subject to USDA consent
Roll: Ayes-Unanimous. Motion carried.

m) Consider Approval of Resolution No. 17-76, Making Award of Construction Contract for Storm Water Utility Improvements – Phase I (USDA Consent of Low Bidder Required Before Approval)
Motion by Hillmer, seconded by McAvoy, to approve Resolution No. 17-76, subject to USDA consent
Roll: Ayes-Unanimous. Motion carried.

n) Consider Approval of USDA Loan Resolution for Storm Water Projects
Motion by Ockerman, seconded by McAdon, to approve USDA Loan Resolution for storm water projects
Roll: Ayes-Unanimous. Motion carried.

o) Consider Approval of Tax Exemption Certificate for $1,635,000 Storm Water Revenue Capital Loan Notes Anticipation Project Note, Series 2017B
Motion by McAvoy, seconded by McAdon, to approve tax exemption certificate for $1,635,000 Storm Water Revenue CLN
Roll: Ayes-Unanimous. Motion carried.

p) Consider Approval of Resolution No. 17-77, Authorizing the Issuance of $1,635,000 Storm Water Revenue Capital Loan Notes Anticipation Project Note, Series 2017B
Motion by Hillmer, seconded by McAvoy, to approve Resolution No. 17-77
Roll: Ayes-Unanimous. Motion carried.

q) Consider Approval of Resolution No. 17-78, Instituting Proceedings to Take Additional Action for the Authorization of a Loan and Disbursement Agreement and the Issuance of Not to Exceed $1,025,000 Water Revenue Capital Loan Notes
Motion by McAvoy, seconded by Hillmer, to approve Resolution No. 17-78
Roll: Ayes-Unanimous. Motion carried.

r) Consider Approval of Resolution No. 17-79, Approving and Authorizing a Form of Interim Loan and Disbursement Agreement By and Between the City of Adel and the Iowa Finance Authority, and Authorizing and Providing for the Issuance and Securing the Payment of $1,025,000 Water Revenue Capital Loan Notes Anticipation Project Note, Series 2018A, of the City of Adel, Iowa, Under the Provisions of the Code of Iowa, and Providing For a Method of Payment of Said Note
Motion by McAvoy, seconded by Hillmer, to approve Resolution No. 17-79
Roll: Ayes-Unanimous. Motion carried.
Consider Approval of Resolution No. 17-80, Instituting Proceedings to Take Additional Action for the Authorization of a Loan and Disbursement Agreement and the Issuance of Not to Exceed $580,050 Sewer Revenue Capital Loan Notes

Motion by Hillmer, seconded by McAdon, to approve Resolution No. 17-80
Roll: Ayes-Unanimous. Motion carried.

Consider Approval of Resolution No. 17-81, Approving and Authorizing a Form of Interim Loan and Disbursement Agreement By and Between the City of Adel and the Iowa Finance Authority, and Authorizing and Providing for the Issuance and Securing the Payment of $580,050 Sewer Revenue Capital Loan Notes Anticipation Project Note, Series 2018B, of the City of Adel, Iowa, Under the Provisions of the Code of Iowa, and Providing For a Method of Payment of Said Note

Motion by Hillmer, seconded by McAdon, to approve Resolution No. 17-81
Roll: Ayes-Unanimous. Motion carried.

Consider Approval of Personnel Committee Recommendation of Parks Maintenance Supervisor Job Description

Motion by McAvoy, seconded by McAdon, to approve Parks Maintenance Supervisor job description
Roll: Ayes-Unanimous. Motion carried.

Consider Approval of Personnel Committee Recommendation of Aquatics/Recreation Supervisor Job Description

Motion by McAvoy, seconded by McAdon, to approve Aquatics/Recreation Supervisor job description
Roll: Ayes-Unanimous. Motion carried.

Discussion/Possible Action of Revision to Section 3.6 of Employee Handbook – Longevity Payment

Motion by McAvoy, seconded by McAdon, to approve revision to Section 3.6 of employee handbook – Longevity Payment, effective immediately
Roll: Ayes-Unanimous. Motion carried.

Consider Approval of Land Lease Agreement with New Owner of Little Theatre Building

Motion by Ockerman, seconded by McAdon, to approve land lease agreement
Roll: Ayes-Unanimous. Motion carried.

OTHER BUSINESS

1. Council Member McAvoy gave update from the MAC meeting.
2. Meeting adjourned 7:49 p.m.

James F. Peters, Mayor

Attest: Jackie Steele, City Clerk