Adel City Council
October 9, 2018 – Meeting Minutes

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, IA on Tuesday, October 9, 2018 at 6:01 p.m. Mayor Peters called the meeting to order and the following answered roll: Ockerman, Christensen, McAdon, Miller, and Selby.

Staff present: City Attorney Wainwright, City Administrator Brown, Finance Director Sandquist, Public Works Director Overton, Parks & Recreation Director Schenck, and Accounting Clerk Leopard.

PUBLIC HEARING

1. Public Hearing Regarding the Proposed Plans, Specifications, Form of Contract, and Estimate of Cost for the 2018 Adel Street Resurfacing Project

Motion by Ockerman, seconded by Miller, to open the public hearing

Roll: Ayes – Unanimous. Motion carried.

Written and oral comments received from Sami Keuck, 1109 Hunter Court, Adel.

Motion by Ockerman, seconded by Christensen, to close the public hearing

Roll: Ayes – Unanimous. Motion carried.

COMMENTS FROM THE PUBLIC

1. Kirk Feher, 1933 Roebling Road, Adel – Asked for a clarification about this section of the agenda.

2. Sami Keuck, 1109 Hunter Court, Adel – Thanked the council, mayor, and staff for their work and asked that her positive comments be considered during the City Administrator’s review.

CONSENT AGENDA

a) Consider Approval of City Council Minutes Dated September 24, 2018
b) Consider Approval of October Bills and September 30, 2018, Treasurer’s Report
c) Consider Approval of Ahlers & Cooney, P.C. Invoice Dated 9/26/2018 to be Applied to Retainer

Motion by Ockerman, seconded by McAdon, to approve the Consent Agenda

Roll: Ayes – Unanimous. Motion carried.

DEPARTMENT HEAD REPORT

1. Future Council Meetings in 2018: October 22, November 13, November 27, and December 11
2. 2018 Adel Family Aquatic Center Year-End Report – Parks & Recreation Director Schenck
3. River/Flooding Update – Public Works Director Overton

NEW BUSINESS

a) Consider Approval of Budget Committee and Economic Development Commission Recommendations to Move Forward with Developing Legal Proceedings and Development Agreement for Robert Cramer’s TIF Incentives Proposal for Southbridge PUD

Motion by Ockerman, seconded by McAdon, to move forward with developing legal proceedings and a development agreement for Robert Cramer’s TIF incentives proposal for Southbridge PUD

Christensen stated that he would prefer the City to have a comprehensive economic development plan. Selby agreed and stated that the City should not pick and choose between proposals. Miller stated that Cramer’s request will set a precedent for strong terms in the City’s favor. The council asked Brown to research West Des Moines’s economic development incentives policy.

Roll: Ayes – Miller, Selby, Ockerman, and McAdon. Nays – Christensen. Motion carried.
b) Consider Approval of Street Committee Recommendation to Send Letter to Dallas County Indicating that the City has No Current Plans to Use or Repair the Old Wagon Wheel Bridge

Christensen noted that the City’s Street Committee recently met about this request. Doug Nichols, 24013 Trail, Adel, who made the request to obtain a portion of 288th Trail near his home, spoke and asked the following questions (with the City’s responses in parentheses): Will the City turn over control of the bridge to the County (No); Why isn’t there a deed of the City’s ownership of their half of the bridge (because it is in the right of way from the annexation years ago); Is liability shared between the City and the County (Yes).

Motion by Selby, seconded by Christensen, to send a letter to Dallas County indicating that the City has no current plans to use or repair the Old Wagon Wheel Bridge

Roll: Ayes – Unanimous. Motion carried.

c) Consider Approval of Resolution No. 18-65, Adopting Plans, Specifications, Form of Contract, and Estimate of Cost for the 2018 Adel Street Resurfacing

Motion by Christensen, seconded by Ockerman, to approve Resolution No. 18-65

Selby requested some clarification on Keuck’s assessment questions. McClure Engineering representative Jeff Schug noted that, for the Adel Brick Streets 2017 project, the assessments were approximately 10% of the total cost. Wainwright noted that special assessments have been allowed by Iowa law for over 100 years. Sandquist noted that the assessments are tracked in detail. Ockerman stated that the City receives an annual audit from the State.

Roll: Ayes – Unanimous. Motion carried.

d) Consider Approval of Resolution No. 18-66, Making Awards of Construction Contract for the 2018 Adel Street Resurfacing

Motion by Christensen, seconded by McAdon, to approve Resolution No. 18-66 with Des Moines Asphalt as the low bid of $466,998.10.

Selby asked for clarification on the bid breakout. McClure Engineering representatives Brian Sandberg and Jeff Schug noted that some items may be higher for mobilization costs, but the total cost number is the most important.

Roll: Ayes – Unanimous. Motion carried.

e) Items related to $16,603,000 Water Revenue Capital Loan Notes Anticipation Project Note, Series 2018C and Related Water Projects (USDA #3 – Water)
   a. Consider Approval of Engineering Services Contract with McClure for Water Phase 1 Projects

McClure Engineering requested this item to be postponed due to ongoing discussions.

b. Consider Approval of Engineering Services Contract with McClure for Water Phase 2 Projects

McClure Engineering requested this item to be postponed due to ongoing discussions.

c. Consider Approval of Resolution No. 18-67, Directing Sale and Delivery

Motion by Ockerman, seconded by Christensen, to approve Resolution No. 18-67
Roll: Ayes – Unanimous. Motion carried.

d. Consider Approval of Tax Exemption Certificate
Motion by Christensen, seconded by Ockerman, to approve the Tax Exemption Certificate for the $16,603,000 Water Revenue Capital Loan Notes Anticipation Project Note, Series 2018C
Roll: Ayes – Unanimous. Motion carried.

e. Consider Approval of Resolution No. 18-68, Authorizing the Issuance of a Water Revenue Capital Loan Notes Anticipation Project Note
Motion by Christensen, seconded by Ockerman, to approve Resolution No. 18-68
Roll: Ayes – Unanimous. Motion carried.

f. Consider Approval of Resolution No. 18-71, Ordering Construction of the Bryan & Rapids Street Water Main Replacement, and Fixing a Date for Hearing Thereon and Taking of Bids Therefor
Motion by Ockerman, seconded by Christensen, to approve Resolution No. 18-71
Roll: Ayes – Unanimous. Motion carried.

g. Consider Approval of Resolution No. 18-72, Ordering Construction of the Phase 1 – Part B Section 1 (Raw Water Transmission Main), and Fixing a Date for Hearing Thereon and Taking of Bids Therefor
Motion by Ockerman, seconded by Miller, to approve Resolution No. 18-72
Roll: Ayes – Unanimous. Motion carried.

h. Consider Approval of Resolution No. 18-73, Ordering Construction of the Phase 1 – Part B Sections 2 & 3 (Wells 5 & 6 Drilling & Site Work), and Fixing a Date for Hearing Thereon and Taking of Bids Therefor
Motion by Miller, seconded by Ockerman, to approve Resolution No. 18-73
Roll: Ayes – Unanimous. Motion carried.

f) Items related to $6,041,000 Sewer Revenue Capital Loan Notes Anticipation Project Note, Series 2018D and Related Sewer Projects (USDA #4 – Sewer)

a. Consider Approval of Engineering Services Contract with McClure for East Annex Sewer Project
McClure Engineering requested this item to be postponed due to ongoing discussions.

b. Consider Approval of Resolution No. 18-69, Directing Sale and Delivery
Motion by Ockerman, seconded by Christensen, to approve Resolution No. 18-69
Roll: Ayes – Unanimous. Motion carried.

c. Consider Approval of Tax Exemption Certificate
Motion by Christensen, seconded by Miller, to approve the Tax Exemption Certificate for the $6,041,000 Sewer Revenue Capital Loan Notes Anticipation Project Note, Series 2018D
Roll: Ayes – Unanimous. Motion carried.

d. Consider Approval of Resolution No. 18-70, Authorizing the Issuance of a Sewer Revenue Capital Loan Notes Anticipation Project Note
Motion by Ockerman, seconded by Christensen, to approve Resolution No. 18-70
e. Consider Approval of Resolution No. 18-74, Ordering Construction of the Bid Package No. 1 – Lift Station, and Fixing a Date for Hearing Thereon and Taking of Bids Therefor  
Motion by Ockerman, seconded by Christensen, to approve Resolution No. 18-74  
Roll: Ayes – Unanimous. Motion carried.

f. Consider Approval of Resolution No. 18-75, Ordering Construction of the Bid Package No. 2 – Sanitary Sewer and Force Main, and Fixing a Date for Hearing Thereon and Taking of Bids Therefor  
Motion by Christensen, seconded by Miller, to approve Resolution No. 18-75  
Roll: Ayes – Unanimous. Motion carried.

g) Consider Approval of Change Order No. 1 for the Adel Emergency Water Connection  
Motion by Ockerman, seconded by McAdon, to approve Change Order No. 1 for the Adel Emergency Water Connection  
Roll: Ayes – Unanimous. Motion carried.

h) Consider Approval of Pay Estimate No. 1 for the Adel Emergency Water Connection  
Motion by Christensen, seconded by McAdon, to approve Pay Estimate No. 1 for the Adel Emergency Water Connection  
Roll: Ayes – Unanimous. Motion carried.

i) Consider Approval of Resolution No. 18-76, Approving Budget Transfers for City Attorney Services  
Motion by McAdon, seconded by Miller, to approve Resolution No. 18-76  
Roll: Ayes – Unanimous. Motion carried.

OTHER BUSINESS
1. Council Member Ockerman noted that the seven-year, 100% residential tax abatement program would transition to the three-year sliding scale (75%, 50%, 25%) residential tax abatement program on January 1, 2019. Ockerman asked that staff work closely with the County Assessor and for builders to be notified.

2. Council Member Rob Christensen noted that the Street Committee Focus Group is scheduled to meet on Thursday, October 11 at 6:30 p.m. at the ADM School’s District Office.

NEW BUSINESS – Continued
j) Annual Review of City Administrator – Possible Closed Session. The Council May Enter into Closed Session in Accord with Section 21.5(1)(i) of the Iowa Code, To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session.

City Administrator Brown requested a closed session.

Motion by Christensen, seconded by Miller, to enter closed session  
Roll: Ayes – Unanimous. Motion carried. Closed session began at 7:20 p.m.

Motion by Selby, seconded by Christensen, to exit closed session  
Roll: Ayes – Unanimous. Motion carried. Closed session ended at 8:09 p.m.
Motion by Ockerman, seconded by Miller, to proceed as discussed in closed session.
Roll: Ayes – Unanimous. Motion carried.

OTHER BUSINESS
1. Meeting adjourned at 8:10 p.m.

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James F. Peters, Mayor

Attest: __________________________________
Brittany Sandquist, Deputy City Clerk