The Adel City Council met in regular session at Adel City Hall, 301 S. 10th St., Adel, Iowa, on Tuesday, February 13, 2018 at 6:00 p.m. Mayor Pro Tem McAdon called the meeting to order and the following answered roll: Ockerman, Christensen, and Selby. Mayor Peters and Council Member Haynes were absent.

Staff Present: City Administrator Brown, City Clerk Steele, Finance Director Sandquist, Public Works Director Overton, Water Superintendent Altenhofen, Parks and Recreation Director Schenck, Library Director James, and Police Chief Shepherd.

NEW BUSINESS

   g) Consider Approval to Set Public Hearing for Rezoning Request from Peak Development on Parcel ID 11-30-277-003 from R-3 to R-1 for March 13, 2018 at 6:00 p.m.
      This item was withdrawn from the agenda. No action was taken.

Mayor Pro Tem McAdon asked to hold a moment of silence in honor of the late City Attorney John Reich, who passed away on February 2, 2018.

COMMENTS FROM THE PUBLIC

No comments were made.

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

CONSENT AGENDA

   a) Consider Approval of City Council Minutes Dated January 9, 2018
   b) Consider Approval of City Council Minutes Dated January 23, 2018
   c) Consider Approval of January Bills and January 31, 2018, Treasurer’s Report
   d) Consider Approval of Class C Liquor License with Sunday Sales for Adel Family Fun Center
   e) Consider Approval of Class C Liquor License with Sunday Sales for Fiesta Mexican Restaurant
   f) Consider Approval of Class C Liquor License with Outdoor Service and Sunday Sales for Brickyard Burgers and Brews
   g) Consider Approval of Funds Spent on Flower Arrangement for Public Works Director Overton’s Father’s Visitation
      In accordance with the City’s Flowers and Sustenance Supplies Policy (#3.05.01), which was passed in May of 2001 and reapproved as amended on November 12, 2013, the Adel City Council believes that it is in the best interest of the residents to establish a public purpose for the expenditure of funds for flowers and sustenance supplies. According to the policy, the City may send flowers to the employees or family members of employees who experience a death in their immediate family. The City sent flowers for Public Works Director Overton’s father, who passed away on January 22, 2018. This item on the consent agenda documents the public purpose of these disbursements and will be reflected in the council minutes.
   h) Consider Approval of Funds Spent on Flower Arrangement for City Attorney Reich’s Visitation
      In accordance with the City’s Flowers and Sustenance Supplies Policy (#3.05.01), which was passed in May of 2001 and reapproved as amended on November 12, 2013, the Adel City Council believes that it is in the best interest of the residents to establish a public purpose for the expenditure of funds for flowers and sustenance supplies. According to the policy, the City may send flowers to the employees or family members of employees who experience a death in their immediate family. The City sent flowers for City Attorney John Reich, who passed away on February 2, 2018. This item on the consent agenda documents the public purpose of these disbursements and will be reflected in the council minutes.

Motion by Ockerman, seconded by Selby, to approve the consent agenda
Roll: Ayes-Unanimous. Motion carried.
NEW BUSINESS

a) Discussion/Possible Action on Process of Hiring a New City Attorney
   No action was taken.

b) Consider Approval to Begin Process for Annexation Request from Cramer & Associates Inc.
   Motion by Ockerman, seconded by McAdon, to approve directing City Staff to start the annexation process per the request from Cramer & Associates
   Roll: Ayes-Unanimous. Motion carried.

c) Discussion/Possible Action of Proposal from Confluence Regarding Planning Services for Annexation to the East and Revising Future Land Use Plan
   Motion by McAdon, seconded by Ockerman, to approve the proposal from Confluence to revise the City’s future land use plan
   Roll: Ayes-Unanimous. Motion carried.

d) Consider Approval of Personnel Committee’s Recommendation of FY18-19 Wages (Police Union Agreement and Department Heads)
   Motion by Christensen, seconded by Selby, to approve Personnel Committee’s recommendation of FY 18-19 wages
   Roll: Ayes-Unanimous. Motion carried.

e) Consider Approval to Start Process of Purchasing Street Department CIP Item – New Snow Plow
   Motion by Christensen, seconded by Selby, to approve City Staff starting the process of purchasing new snow plow
   Roll: Ayes-Unanimous. Motion carried.

f) Consider Approval to Set Public Hearing Date for FY18-19 Budget for March 13, 2018 at 6:00 p.m.
   Motion by McAdon, seconded by Selby, to approve setting public hearing date for FY 18-19 budget with publishing updated option 2 presented to council
   Roll: Ayes-McAdon, Selby. Nays-Christensen, Ockerman. Motion failed.
   Motion by Ockerman, seconded by Christensen, to approve setting public hearing date for FY 18-19 budget with publishing updated option 1 presented to council
   Roll: Ayes-Unanimous. Motion carried.

h) Consider Approval of Contract with McClure Engineering Regarding Xenia Rural Water Temporary Water Purchase Agreement
   Motion by Ockerman, seconded by Christensen, to approve contract with McClure Engineering
   Roll: Ayes-Unanimous. Motion carried.

i) Consider Approval of Resolution No. 18-07, 28E Agreement with Xenia Rural Water Temporary Water Purchase Agreement
   Motion by Ockerman, seconded by Christensen, to approve Resolution No. 18-07
   Roll: Ayes-Unanimous. Motion carried.

j) Consider Approval of Resolution No. 18-08, Approving Construction Contract and Bond for Storm Water Utility Improvements – Phase 1
   Motion by Christensen, seconded by Ockerman, to approve Resolution No. 18-08
   Roll: Ayes-Unanimous. Motion carried.
k) Consider Approval of Resolution No. 18-09, 28E Agreement with Dallas County Regarding East Annexation Sewer Extension
   Motion by Ockerman, seconded by Christensen, to approve Resolution No. 18-09, subject to revisions or modifications approved by Mayor or City Administrator
   Roll: Ayes-Unanimous. Motion carried.

l) Consider Approval of Resolution No. 18-10, Approving Budget Transfers – FY16-17 Fire Department (Township Funds)
   Motion by Christensen, seconded by Selby, to approve Resolution No. 18-10
   Roll: Ayes-Unanimous. Motion carried.

m) Consider Approval of Amendment to Storm Water Utility Improvement Contract with McClure Engineering
   Motion by Ockerman, seconded by Selby, to approve amendment to the Storm Water Utility Improvement contract with McClure Engineering
   Roll: Ayes-Unanimous. Motion carried.

n) Consider Approval of AT&T Request to Amend Current Lease Agreement
   Motion by Ockerman, seconded by Selby, to approve AT&T request to amend current lease agreement

o) Consider Approval of Revised Vacation Carryover Policy
   Motion by Selby, seconded by Christensen, to approve revised Vacation Carryover policy
   Roll: Ayes-Unanimous. Motion carried.

p) Consider Approval to Set Public Hearing for Rezoning Request from Kendra Kasischke on Parcel ID 11-34-100-018 from C-3 to R-1 for March 13, 2018 at 6:00 p.m.
   Motion by Ockerman, seconded by Selby, to approve setting public hearing date for rezoning request from Kendra Kasischke
   Roll: Ayes-Unanimous. Motion carried.

q) Consider Approval of Mayoral Board, Committee and Commission Appointments
   a. Economic Development Commission – Holly Birkey, Benjamin McClurg, and Daniel Miller – three applications for one opening, ending July 1, 2018
      (Per Iowa Code 69.16A – Gender Balance, requires the appointment of one woman)
      Mayor Peters selected Holly Birkey.
      Motion by Selby, seconded by Ockerman, to approve Mayor’s selection for Economic Development Commission
      Roll: Ayes-Unanimous. Motion carried.

   b. Parks and Recreation Board – Julianna Cullen, Heith Hockenberry, and Daniel Miller – three eligible applications for one opening, term ending July 1, 2019
      (Per Iowa Code 69.16A – Gender Balance, requires the appointment of one man or one woman)
      Mayor Peters selected Daniel Miller.
      Motion by Christensen, seconded by Ockerman, to approve Mayor’s selection for Park and Recreation Board
      Roll: Ayes-Unanimous. Motion carried.

r) Consider Approval Resolution No. 18-11, Approving and Authorizing a Form of Loan Agreement and Authorizing and Providing for the Issuance of Taxable Sewer Revenue Capital Loan and Providing for a Method of Payment of the Notes
   Motion by Ockerman, seconded by Selby, to approve Resolution No. 18-11
   Roll: Ayes-Unanimous. Motion carried.
s) Consider Approval of Resolution No. 18-12, Authorizing the Redemption of Outstanding Taxable Sewer Revenue Capital Loan Notes Anticipation Project Note, Series 2017A, dated June 28, 2017
Motion by Christensen, seconded by Selby, to approve Resolution No. 18-12
Roll: Ayes-Unanimous. Motion carried.

t) Consider Approval of Resolution No. 18-13, Authorizing the Redemption of Outstanding Sewer Revenue Capital Loan Notes, Series 2013, dated June 25, 2013
Motion by Selby, seconded by Ockerman, to approve Resolution No. 18-13
Roll: Ayes-Unanimous. Motion carried.

OTHER BUSINESS

1. City Administrator Brown announced the arrival of the new iPads for Mayor and Council.
2. Council Member McAdon mentioned the summary of the South Dallas County Landfill annual meeting that was handed out to council.
3. Council Member Christensen thanked Council Member McAdon and the South Dallas County Landfill for the wonderful work they do. He also thanked Public Works Director Overton and the rest of the City Staff for the wonderful job on snow removal.
4. Meeting adjourned 7:41 p.m.

Shirley McAdon, Mayor Pro Tem

Attest: Jackie Steele, City Clerk