Adel City Council  
August 13, 2019 - Meeting Minutes

The Adel City Council met in regular session at the Adel City Hall, 301 S. 10th St., Adel, Iowa, on Tuesday, August 13, 2019, at 6:00 p.m. Mayor Peters called the meeting to order and the following answered roll:

Ockerman, Christensen, McAdon, Miller, and Selby

Staff Present: City Attorney Stone, City Administrator Brown, City Clerk Leopard, Finance Director Sandquist, Police Chief Shepherd, Public Works Director Overton, Parks and Recreation Director Schenck, and Code Compliance Officer Nichols.

PUBLIC HEARING

1. Proposed Amendment No. 01 to the Southbridge Urban Renewal Plan

Motion by Ockerman, seconded by Christensen, to open the public hearing.
Roll: Ayes - Unanimous. Motion carried.

No written or oral comments were received.

Motion by Miller, seconded by Ockerman, to close the public hearing.
Roll: Ayes - Unanimous. Motion carried.

PRESENTATION

1. Deb Bengtson, Adel Partners Chamber of Commerce President – Chamber Update

Deb provided an update on the Sweet Corn Festival, and the Raccoon River Valley Trail Project. There will be a groundbreaking for the RRVT Project on September 6, 2019 at 3:45 p.m. which will include tree planting with McClure Engineering. There will be further tree planting along the trail, every Saturday and Sunday in September.

COMMENTS FROM THE PUBLIC

No comments from the public were presented.

CONSENT AGENDA

a) Consider Approval of City Council Minutes Dated July 9, 2019
b) Consider Approval of City Council Minutes Dated July 16, 2019
c) Consider Approval of July Bills and July 31, 2019 Treasurer’s Report
d) Consider Approval of Ahlers & Cooney, P.C. July 2019 Invoice to be Applied to Retainer
e) Consider Approval of Resolution No. 19-72, Approving Budget Transfers for City Attorney Services
f) Consider Approval of 2019/20 Cigarette Permit for Casey’s General Store #3826
g) Consider Approval of Class E Liquor License (LE), Class B Wine Permit, Class C Beer Permit (Carryout Beer) with Sunday Sales for Casey’s General Store #3826
h) Consider Approval of Class E Liquor License (LE) for Casey’s General Store #1680
i) Consider Approval of Resolution No. 19-73, Street Closures for Special Event – A-Heinz57 Annual Ruff Ride – August 24, 2019
j) Consider Approval of Fee Waiver for Special Event – A-Heinz57 Annual Ruff Ride – August 24, 2019
k) Consider Approval of Pay Estimate No. 01 – 2019 Adel City Hall Window Replacement Project
l) Consider Approval of Beggars’ Night for Thursday, October 31st from 6:00 p.m. to 8:00 p.m.
m) Consider Approval Granting Permission to ADM Community School District to Discharge Fireworks at Home Football Games during the 2019 Season
n) Consider Approval of Resolution No. 19-74, Street Closure for the ADM Community School District 2019 Homecoming Parade and Parade Route – Thursday September 12, 2019 beginning at 5:30 p.m.
August 13, 2019 Council Meeting

o) Consider Approval of Pay Estimate No. 05 – Water Improvements – Phase 1, Part B, Section 3 – Well 5 & 6
p) Consider Approval of Pay Estimate No. 02 – Water Utility Improvements – Phase 1, Section 2 – Well No. 5 & 6 Drilling
q) Consider Approval of Pay Estimate No. 05 – East Annex Sanitary Utility Improvements – Bid Package No. 01 – Lift Station
r) Consider Approval of Pay Estimate No. 06 – East Annex Sanitary Utility Improvements – Bid Package No. 02 – Sanitary Sewer and Force Main
s) Consider Approval of Resolution No. 19-75, Adopting a Fraud Reporting Policy for Federal Grant Funded Projects for the City of Adel (Required by FEMA)

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

DEPARTMENT HEAD REPORT

1. Second Council Meeting in August – Monday, August 26 at 6:00 p.m.
   Focus of the meeting will be to reformulate the Economic Development Commission.

OLD BUSINESS

a) Consider Approval of Ordinance No. 343, Amending Sections 15.04 and 17.06 of the City Code of the City of Adel, Iowa, for the Purpose of Increasing the Compensation of the Mayor and City Council Members – Second Reading
   Motion by Ockerman, seconded by McAdon, to approve the second reading of Ordinance No. 343.
   Roll: Ayes – 4, Nays – 1, Selby. Motion carried.

b) Discussion / Possible Action regarding the Parks & Recreation Board’s Recommendation to Keep Current Cemetery Regulations Policy As-Is
   Parks & Recreation Director Schenck discussed with Council the Park & Recreation Board’s recommendation, the need for more communication about the policy, and the various ways to share the information using a variety of media sources.
   Motion by McAdon, seconded by Miller, to endorse the Parks & Recreation Board’s recommendation to keep current cemetery regulations policy as-is.
   Roll: Ayes – Unanimous. Motion carried.

c) Consider Approval of Mayoral Board, Committee, and Commission Appointments
   a. Library Board – One Opening Due to a Resignation
      Mayor selected Megan Sibbel for appointment to the Library Board.
      Motion by Christensen, seconded by Miller, to approve Mayor’s selection to appoint Megan Sibbel to the Library Board.
      Roll: Ayes – Unanimous. Motion carried.

NEW BUSINESS

a) Consider Approval of Water & Sewer Committee’s Recommendation to Direct Staff to Prepare and Submit a USDA-RD Application for Additional Water Projects
   Motion by Ockerman, seconded by Miller, to approve Water & Sewer Committee’s recommendation.
   Roll: Ayes – Unanimous. Motion carried.
b) Consider Approval of Water & Sewer Committee’s Recommendation to Direct Staff to Engage PFM and/or McClure Engineering on a Review of Utility Rates and Surcharges  
   Motion by Christensen, seconded by Ockerman, to approve Water & Sewer Committee’s recommendation.  
   Roll: Ayes – Unanimous. Motion carried.

c) Consider Approval of Resolution No. 19-76, Determining an Area of the City to be an Economic Development Area, and that the Rehabilitation, Conservation, Redevelopment, Development, or a Combination Thereof, of such Area is Necessary in the Interest of the Public Health, Safety or Welfare of the Residents of the City; Designating such Area as Appropriate for Urban Renewal Projects; and Adopting Amendment No. 1 to the Southbridge Urban Renewal Plan  
   Motion by Ockerman, seconded by McAdon, to approve Resolution No. 19-76.  
   Roll: Ayes – Unanimous. Motion carried.

d) Consider Approval of Resolution No. 19-77, Fixing Date for a Public Hearing (September 10, 2019 at 6:00 p.m.) on the Proposal to Enter into a Development Agreement with Cramer and Associates, Inc., and Providing for Publication of Notice Thereof  
   Motion by Christensen, seconded by McAdon, to approve Resolution No. 19-77.  
   Roll: Ayes – Unanimous. Motion carried.

e) Consider Approval of Ordinance No. 344, Amending Section 136.05, Responsibility for Maintenance, of the Code of Ordinances of the City of Adel for the Purpose of Providing that the Abutting Property Owner may be Liable for Failure to Maintain the Sidewalk – First Reading  
   Motion by Christensen, seconded by Miller, to approve the first reading of Ordinance No. 344.  
   Roll: Ayes – Unanimous. Motion carried.

Motion by Ockerman, seconded by McAdon, to waive the second & third reading and approve & adopt Ordinance No. 344.  
Roll: Ayes – Unanimous. Motion carried.

f) Consider Approval of Resolution No. 19-78, Approving Final Plat for Timberview West Plat 4  
   Motion by Ockerman, seconded by Christensen, to approve Resolution No. 19-78.  
   Roll: Ayes – Unanimous. Motion carried.

g) Consider Approval of Change Order No. 02 – Storm Water Utility Improvements – Phase 1- Section 4 – North 15th St  
   Motion by Ockerman, seconded by Miller, to approve Change Order No. 02 – North 15th St.  
   Roll: Ayes – Unanimous. Motion carried.

h) Consider Approval of Change Order No. 03 – Storm Water Utility Improvements – Phase 1- Section 4 – North 15th St  
   Motion by Ockerman, seconded by Miller, to approve Change Order No. 03 – North 15th St.  
   Roll: Ayes – Unanimous. Motion carried.

i) Consider Approval of Pay Estimate No. 02 - Storm Water Utility Improvements – Phase 1- Section 4 – North 15th St  
   Motion by Ockerman, seconded by Miller, to approve Pay Estimate No. 02 – North 15th St.  
   Roll: Ayes – Unanimous. Motion carried.
j) Consider Approval of Change Order No. 02 – Water Utility Improvements – Phase 1 - Bryan and Rapids Street – Water Main Replacement

Motion by Ockerman, seconded by Christensen, to approve Change Order No. 02 – Bryan & Rapids Street.
Roll: Ayes – Unanimous. Motion carried.

k) Consider Approval of Pay Estimate No. 05 SUB FINAL – Water Utility Improvements – Phase 1 – Bryan and Rapids Street – Water Main Replacement

Motion by McAdon, seconded by Ockerman, to approve Pay Estimate No. 05 – Sub Final – Bryan & Rapids Street.
Roll: Ayes – Unanimous. Motion carried.

OTHER BUSINESS
1. The final Party in the Park, hosted by the Rotary, will be Thursday August 15, 2019 at 6:30 p.m. at Kinnick – Feller Park.

ADJOURNMENT
1. Meeting adjourned at 6:25 p.m.

James F. Peters, Mayor

Attest:
Angela Leopard, City Clerk

Brittany Sandquist, Deputy City Clerk