Adel City Council
December 11, 2018 – Meeting Minutes

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, IA on Tuesday, December 11, 2018, 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, Interim City Clerk / Finance Director Sandquist, Police Chief Shepherd, Public Works Director Overton, Library Director James, and Accounting Clerk Leopard.

PUBLIC HEARING
1. Southbridge Urban Renewal Plan & Area
   Motion by Christensen, seconded by Ockerman, to open the public hearing
   Roll: Ayes-Unanimous. Motion carried.
   No written comments were received. No oral comments were received.
   Motion by Ockerman, seconded by Miller, to close the public hearing
   Roll: Ayes-Unanimous. Motion carried.

2. $1,200,000 Sewer Revenue Capital Loan Notes (SRF Planning & Design Loan for Wastewater Treatment Plant)
   Motion by Miller, seconded by Selby, to open the public hearing
   Roll: Ayes-Unanimous. Motion carried.
   No written comments were received. No oral comments were received.
   Motion by Ockerman, seconded by Miller, to close the public hearing
   Roll: Ayes-Unanimous. Motion carried.

COMMENTS FROM THE PUBLIC
Adel Partners Chamber of Commerce Strategic Planning Update – Deb Bengtson, President

CONSENT AGENDA
a) Consider Approval of City Council Minutes Dated November 27, 2018
b) Consider Approval of November Bills and November 30, 2018 Treasurer’s Report
c) Consider Approval of Funds Spent on Flower Arrangement for Former City Employee Anthony “Tony” Duman Sr.’s Visitation
d) Consider Approval of Ahlers & Cooney, P.C. Invoice Dated 11/21/2018 to be Applied to Retainer
   Motion by McAdon, seconded by Miller, to approve the consent agenda
   Roll: Ayes-Unanimous. Motion carried.

DEPARTMENT HEAD REPORT
Annual Library Report – Library Director Paula James
Update on Restoration Harmony Lease in Kinnick-Feller Park
Update and Discussion on Tax Abatement Transition

NEW BUSINESS
a) Discussion/Possible Action on Ordinance No. 333, Approving Moratorium on the Approval of On-Site Wastewater Treatment and Disposal Systems within the City of Adel for a Period of Six Months or Until Revisions to the Code of Ordinances are Complete, Whichever First Occurs – First Reading
   Motion by Ockerman, seconded by Christensen, to approve the first reading of Ord. No. 333
   Roll: Ayes-Unanimous. Motion carried.
Motion by Ockerman, seconded by Christensen, to waive the 2nd and 3rd readings and adopt Ord. No. 333
Roll: Ayes-Unanimous. Motion carried.

b) Consider Approval of Resolution No. 18-109, Approving Additional Compensation for the Finance Director and Accounting Clerk for the Performance of Extra Duties during the Absence of the City Clerk
Motion by Ockerman, seconded by Miller, to approve Resolution No. 18-109
Roll: Ayes-Unanimous. Motion carried.

c) Consider Approval of Resolution No. 18-110, 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 the Southbridge Urban Renewal Plan
Motion by Ockerman, seconded by Selby, to approve Resolution No. 18-110
Roll: Ayes-McAdon, Miller, Selby, and Ockerman. Nays-Christensen. Motion carried.

d) Consider Approval of Resolution No. 18-111, Adopting City of Adel Immigration Enforcement Policy
Motion by Ockerman, seconded by Christensen, to approve Resolution No. 18-111
Roll: Ayes-Unanimous. Motion carried.

e) Consider Approval of Personnel Committee’s Recommendation of Revised City Clerk Job Description
Motion by Miller, seconded by McAdon, to approve Personnel Committee’s recommendation of revised City Clerk job description
Roll: Ayes-Unanimous. Motion carried.

f) Consider Approval of Personnel Committee’s Recommendation of Revised Accounting Clerk Job Description
Motion by Miller, seconded by Selby, to approve Personnel Committee’s recommendation of revised Accounting Clerk job description
Roll: Ayes-Unanimous. Motion carried.

g) Consider Approval of Resolution No. 18-112, Instituting Proceedings to Take Additional Action for the Authorization of a Loan and Disbursement Agreement and the Issuance of Not to Exceed $1,200,000 Sewer Revenue Capital Loan Notes
Motion by Christensen, seconded by McAdon, to approve Resolution No. 18-112
Roll: Ayes-Unanimous. Motion carried.

h) Consider Approval of Resolution No. 18-113, 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 $1,200,000 Sewer Revenue Capital Loan Notes Anticipation Project Note, Series 2018F, 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 Ockerman, seconded by McAdon, to approve Resolution No. 18-113
Roll: Ayes-Unanimous. Motion carried.

i) 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 Resolution No. 18-114, Approving Construction Contract and Bond on the Public Improvement Project Designated Bryan & Rapids Street Water Main Replacement
Motion by Christensen, seconded by Ockerman, to approve Resolution No. 18-114
Roll: Ayes-Unanimous. Motion carried.
b. Consider Approval of Resolution No. 18-115, Approving Construction Contract and Bond on the Public Improvement Project Designated Phase 1 – Part B Section 1 (Raw Water Transmission Main)  
Motion by Selby, seconded by McAdon, to approve Resolution No. 18-115  
Roll: Ayes-Unanimous. Motion carried.

c. Consider Approval of Resolution No. 18-116, Approving Construction Contract and Bond on the Public Improvement Project Designated Phase 1 – Part B Sections 2 & 3 (Wells 5 & 6 Drilling & Site Work)  
Motion by Christensen, seconded by Ockerman, to approve Resolution No. 18-116  
Roll: Ayes-Unanimous. Motion carried.

j) 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 Resolution No. 18-117, Approving Construction Contract and Bond on the Public Improvement Project Designated Bid Package No. 1 – Lift Station  
Motion by Ockerman, seconded by Miller, to approve Resolution No. 18-117  
Roll: Ayes-Unanimous. Motion carried.

b. Consider Approval of Resolution No. 18-118, Approving Construction Contract and Bond on the Public Improvement Project Designated Bid Package No. 2 – Sanitary Sewer and Force Main  
Motion by Selby, seconded by Miller, to approve Resolution No. 18-118  
Roll: Ayes-Unanimous. Motion carried.

k) Consider Approval of Resolution No. 18-119, Approving Budget Transfers for City Attorney Services  
Motion by McAdon, seconded by Selby, to approve Resolution No. 18-119  
Roll: Ayes-Unanimous. Motion carried.

OTHER BUSINESS
1. Council Member Ockerman noted that he met with the County Treasurer regarding the DOT licensing office currently located in Adel. The DOT is looking to relocate its Adel licensing office by December 2019 and is looking for office space of approximately 5,500 square feet.
2. Mayor Peters mentioned the termination of the 28E agreement between the City and County for Adel-Dallas County Public Corp. and asked that City Administrator Brown send a letter regarding this termination to the County.
3. Council Member Christensen noted that the final meeting for the Street Committee Focus Group took place and their recommendation for the project will be brought to the January 3, 2019 Street Committee meeting. The Street Committee will then bring their recommendation to the Council.
4. Council Member Miller inquired about the maintenance of the barrier for Adel’s old wagon bridge.
5. Meeting adjourned at 6:53 p.m.

Attest: 

Brittany Sandquist, Interim City Clerk

James F. Peters, Mayor

1/4/2019 10:40:18 AM