

Adel City Council
September 13, 2022 - Meeting Minutes

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, Iowa on Tuesday, September 13, 2022. At 6:00 p.m., Mayor Peters called the meeting to order. The following answered roll: Christensen, McAdon, Miller, Selby, and Ockerman.

Staff Present: City Administrator Brown, City Clerk Erickson, City Attorney Stone, Police Lieutenant Book, Police Officer Carstens, Public Works Director Overton, and Library Director Jayne.

OATH OF OFFICE

1.a. Police Officer - Jay Carstens

PUBLIC HEARING

2.a. An Ordinance Amending the Southbridge PUD

Motion by Christensen, seconded by Ockerman, to open the public hearing.

Roll: Ayes - Unanimous. Motion Carried.

No written or oral comments were received.

Motion by Selby, seconded by McAdon, to close the public hearing.

Roll: Ayes - Unanimous. Motion Carried.

COMMENTS FROM THE PUBLIC

3.a. Deb Bengtson, Adel Partners Chamber of Commerce President, gave a recap on the Sweetcorn Festival, commending the City Staff for their hard work to help prepare and clean up. The Festival was down in attendance (i.e., a little over 8,000), but possibly because the allure of going out after COVID-19 wasn't as significant this year.

3.b. Ray Hemphill (423 N 11th St Pl, Adel) asked why the City paid to fix relatively new streets with the Eagle Vista Drive Pavement Rehabilitation project. City Attorney Stone responded that the City received minor settlement payments from the subcontractors but paid for majority of the project to avoid costly litigation. Hemphill also asked about why the City paid the City of Greenfield for training costs for a Adel Police Officer candidate. Mayor Peters explained that buyouts are a common practice because many departments, including the City's, require new officers to sign a contract. The buyout cost is very close to what the City would have to pay to send a new officer candidate to the Iowa Law Enforcement Academy.

CONSENT AGENDA

4.a. Consider Approval of City Minutes Dated August 9, 2022

4.b. Consider Approval of August Bills and August 31, 2022 Treasurer's Report

4.c. Consider Approval of Class C Liquor License with Outdoor Service and Sunday Service for Brickyard Burgers & Brews (*Pending Dramshop Review*)

4.d. Consider Approval of Alcohol Beverages Division Ownership Amendment for Patrick's Restaurant

4.e. Consider Approval of Class E Liquor License, Class B Wine Permit, & Class C Beer Permit for Adel Convenience, LLC

4.f. Consider Approval of Resolution No. 22-60, Appointing City Clerk Carrie Erickson as the Title VI Coordinator

- 4.g. Consider Approval of Special Event and Fee Waiver – John D Gomke Charity, John's Baby Steps 5K – October 1, 2022 – *Pending Certificate of Insurance*
- 4.h. Consider Approval of Resolution No. 22-61, Approving Road Closure for John D Gomke Charity Special Event - John's Baby Steps - *Pending Receipt of Certificate of Insurance*
- 4.i. Set Public Hearing For Zoning Change On Fencing Requirements Surrounding Swimming Pools - Tuesday, October 11, 2022 at 6:00 p.m.
- 4.j. Consider Approval of FY21-22 City Street Financial Report
- 4.k. Consider Approval of Pay Application No. 12 for the Adel Water System Improvements 2020 – High Service Pump Building
- 4.l. Consider Approval of Substantial Completion for the High Service Pump Building
- 4.m. Consider Approval of Pay Application No. 24 for the Adel Wastewater System Improvements 2019 – Wastewater Treatment Plant
- 4.n. Consider Approval of Pay Application No. 8 for the Southbridge Lift Station Improvements – Lift Station
- 4.o. Consider Approval of Resolution No. 22-62, Proposed Revision to the City's Urban Chicken and Fowl Policy
- 4.p. Consider Approval of Resolution No. 22-63, Budget Transfer for Eagle Vista Drive Rehabilitation Project
- 4.q. Consider Approval of Probationary Firefighter Miguel Gonzalez to the Adel Fire Department (*Pending Drug Test Results*)
- 4.r. Consider Approval of Resolution No. 22-66, Barry Drive Block Party Road Closure
**Motion by Ockerman, seconded by Miller, to approve the Consent Agenda.
Roll: Ayes - Unanimous. Motion Carried.**

DEPARTMENT HEAD REPORT

- 5.a. 2022-2023 Goal Setting Session Quarterly Update
City Administrator Brown reviewed the 2022-2023 Goal Setting Session Update. Councilmember Christensen asked if the fire department is prepared for the space needed for the new trucks that have been ordered. Brown noted that Fire Chief Nemechek has been doing due diligence on collecting a listing of other items needed for the new trucks (hoses, parts, etc.) and what to do with the old trucks.
- 5.b. Fiscal Year 2023-2024 Budget Timeline
City Administrator Brown reviewed the 2023-2024 Budget Timeline with the City Council. City Staff will be starting budget talks in October, with one of the biggest items being a staffing plan. City Staff will be reviewing the actual valuations from Dallas County and cash flows will be analyzed accordingly.
- 5.c. New Hours for Adel City Hall: Mondays - Thursdays 7:30 a.m. to 4:30 p.m. and Fridays 7:30 a.m. to Noon
City Administrator Brown reviewed the new City Hall hours and commented that City Staff has heard positive feedback.

OLD BUSINESS

- 6.a. Consider Approval of Council Board and Commission Appointments: Planning & Zoning Commission Vacancy Term Ending July 1, 2025 - One Opening (*Iowa Code 69.16A - Gender Balance requires the appointment of one woman*)
**Motion by Selby, seconded by Miller, to approve to appoint Danielle Roberts.
Roll: Ayes - Unanimous. Motion Carried.**

NEW BUSINESS

- 7.a. Consider Approval of Ordinance No. 385, An Ordinance Amending the Zoning Ordinance of the City of Adel, Iowa by Repealing and Replacing the PUD Ordinance for Property Located at the Intersection of HWY 169 and 302nd Place, City of Adel, Dallas County, Iowa (Southbridge PUD) - First Reading
Motion by Ockerman, seconded by Miller, to approve the first reading of Ordinance No. 385.
Roll: Ayes - Unanimous. Motion Carried.
- Motion by Christensen, seconded by Ockerman, to waive the second and third readings and adopt Ordinance No. 385.**
Roll: Ayes - Unanimous. Motion Carried.
- 7.b. Discussion / Possible Action Regarding Subdivision Maintenance Bonds and Regulations, Including Drafting Ordinances to Modify the Maintenance Bond Requirements and to Develop SUDAS Supplemental Specifications
Councilmember Christensen spoke on the discussion from the Committee of the Whole meeting. Subcontractors could be an option for providing a maintenance bond, but the City could also require a bond from the developer. The City should consider adopting additional subdivision standards.
Motion by Christensen, seconded by McAdon, to direct staff to draft an Ordinance to improve the City of Adel's subdivision maintenance bonds and regulations.
Roll: Ayes - Unanimous. Motion Carried.
- 7.c. Consider Approval of Resolution No. 22-64, Accepting Public Improvements for Eagle Vista Plat 2
Motion by Ockerman, seconded by Selby, to approve Resolution No. 22-64.
Roll: Ayes - Unanimous. Motion Carried.
- 7.d. Consider Approval of Resolution No. 22-65, Approving the Engineering Services Agreement Between the City of Adel and McClure Engineering for the Southwest Basin Sanitary Sewer Study
Motion by Ockerman, seconded by Christensen, to approve Resolution No. 22-65.
Roll: Ayes - Unanimous. Motion Carried.
- 7.e. Consider Approval of Ash Tree Removal Proposal
City Administrator Brown reviewed three proposals for the Ash Tree Removal project: Xtreme Tree, Crouse Tree Service, and Adel Tree. Xtreme Tree was the lowest at \$81,400.00. The council advised sending letters to properties near street trees.
Motion by Christensen, seconded by McAdon, to approve to accept the Xtreme Tree proposal at \$81,400.00.
Roll: Ayes - Unanimous. Motion Carried.
- 7.f. Consider Approval of New Snow Plow Truck Order
Motion by Ockerman, seconded by Miller, to approve the new snow plow truck order from Hawkeye Truck Equipment.
Roll: Ayes - Unanimous. Motion Carried.

7.g. Discussion / Possible Action Regarding the City's Boards and Commissions, Including a Review of Their Ordinances, Meeting Requirements, Attendance of Members, Appointment Process, Training, Interaction with Council, and Purview
Mayor Peters said that the Committee of the Whole spoke about this at their meeting. Councilmember Miller reminded the Council that the Personnel Committee will be reviewing requirements for attendance and Councilmember Christensen responded that each committee may take on interviewing candidates. Christensen made a note for the public that even if you are not on a Board or Commission, it does not prevent participation in the board or commission's activities.

Motion by Ockerman, seconded by Selby, to direct staff to address the Boards and Commissions Ordinances, meeting requirements, attendance, appointment process, training, interaction with Council, and purview; and present a report the following month.

Roll: Ayes - Unanimous. Motion Carried.

OTHER BUSINESS

1. Councilmember Ockerman reminded the Council that a new Dallas County Sheriff was appointed. He also commented that the Executive Committee for Emergency Management met with the Board of Supervisors and presented a proposal to add a third person for emergency management.
2. Councilmember McAdon reminded the Council that the South Dallas County Landfill received the ISOSWO Innovative Project Award about one year ago. They had their Board Meeting at the Library last Friday and then toured the Landfill.
3. The recent fire in August that was at the Landfill was probably due to a rechargeable lithium battery. Rechargeable batteries can be turned in to the Landfill free of charge but should not be thrown in your regular trash.
4. ADM Alumni Association is celebrating 25 years and will be livestreaming the ADM Homecoming football game at the Pavilion on Friday, September 16th from 6:00-10:00 p.m.

ADJOURNMENT

Meeting was adjourned at 6:39 p.m.



James F. Peters, Mayor

Attest: 

Carrie Erickson, City Clerk