

Adel City Council
March 14, 2023 - Meeting Minutes

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, Iowa on Tuesday, March 14, 2023. At 6:00 p.m., Mayor Pro Tem McAdon called the meeting to order. Mayor Peters was absent. The following answered roll: Christensen, McAdon, Miller, Selby, and Ockerman.

Staff Present: City Attorney Stone, City Administrator Brown, Finance Director Sandquist, Public Works Director Overton, Police Chief Shepherd, Police Lieutenant Book, and Parks & Recreation Director Schenck.

PUBLIC HEARING

- 1.a. Public Hearing on the Matter of the Proposal to Lease Real Property to Satellite Center, LLC

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

Roll: Ayes – Unanimous. Motion carried.

No written or oral comments were received.

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

Roll: Ayes – Unanimous. Motion carried.

COMMENTS FROM THE PUBLIC

- 2.a. Adel Historic Preservation Commission Annual Report – Commission Chair Rich Hughes
Hughes stated that the commission is developing a website with funding from the Dallas County Foundation. The commission received a \$15,000 grant from the State Historic Preservation Office to create design guidelines for the historic downtown square. Hughes asked the council to increase the members of the commission to help meet quorum. The council asked about Dallas County's proposed administration building and whether any historical considerations will be made.

CONSENT AGENDA

- 3.a. Consider Approval of City Minutes Dated February 14, 2023
3.b. Consider Approval of February Bills and February 28, 2023 Treasurer's Report
3.c. Consider Approval of Class E Retail Alcohol License for Fareway Stores, Inc.
3.d. Consider Approval of Request for Chick-fil-A to Operate on City Property at the City Hall North Parking Lot on Wednesday, March 29, 2023
3.e. Consider Approval of Change Order No. 2 - Reduction of Contingency for Southbridge Lift Station Improvements - Lift Station
3.f. Consider Approval of Pay Application No. 12 for the Southbridge Lift Station Improvements – Lift Station (Sub-Final)
3.g. Consider Approval of Substantial Completion for the Southbridge Lift Station Improvements - Lift Station

Motion by Christensen, seconded by Miller, to approve the Consent Agenda.

Roll: Ayes – Unanimous. Motion carried.

DEPARTMENT HEAD REPORT

- 4.a. City of Adel Recognized as Iowa Rural Water Association's 2022 Community of the Year
4.b. Public Works Water Department Survey for Lead Service Line Inventory
Water Superintendent Grant Goeden gave an overview of the EPA's initiative for all communities to make an inventory of lead service lines by October 2024. City staff will be issuing a service for homeowners and will be publishing more details about this effort.

NEW BUSINESS

- 5.a. Consider Approval of Resolution No. 23-10, A Resolution Authorizing A Lease Agreement Amendment By and Between The City of Adel and the Adel-De Soto Soccer Club
Motion by Miller, seconded by Selby to approve Res 23-10.
Roll: Ayes – Unanimous. Motion carried.
- 5.b. Consider Approval of Resolution No. 23-11, A Resolution Authorizing A Lease Agreement Amendment By and Between The City of Adel and ADM Youth Football
Motion by Christensen, seconded by Miller, to approve Res 23-11.
Roll: Ayes – Unanimous. Motion carried.
- 5.c. Consider Approval of 2023 Ash Tree Removals Proposal
Motion by Miller, seconded by Ockerman, to approve the 2023 Ash Trees Removals Proposal from Schwinger Lawn Service, Inc. & SLS Tree Management for \$49,825.00.
Roll: Ayes – Unanimous. Motion carried.
- 5.d. Consider Approval of Setting a Public Hearing for Fiscal Year 2023-2024 Budget - Tuesday, April 11, 2023 at 6:00 p.m. (Reflecting a Proposed Levy Rate of Approximately \$14.47631)
Motion by Christensen, seconded by Ockerman, to approve setting a public hearing for the proposed FY23-24 Budget for Tuesday, April 11, 2023 at 6:00 p.m.
Roll: Ayes – Unanimous. Motion carried.
- 5.e. Consider Approval of Adel - De Soto Soccer Club Funding Request for Soil Quality Restoration Project
McAdon stated that this proposal is to help the Soccer Club improve the City's fields at Island Park this spring. The funding will be used to apply for grants that could allow more fields to be improved.
Motion by Miller, seconded by Selby, to approve the Adel – De Soto Soccer Club funding request of \$8,500.00 for the Club's Soil Quality Restoration Project.
Roll: Ayes – Unanimous. Motion carried.
- 5.f. Consider Approval of Pay Application No. 14 (Final) for the Adel Water Systems Improvements 2020 – High Service Pump Building
Motion by Ockerman, seconded by Selby, to approve the final pay application for the Adel Water System Improvements 2020 – High Service Pump Building Project.
Roll: Ayes – Unanimous. Motion carried.
- 5.g. Consider Approval of Resolution No. 23-12, Accepting the Water System Improvements 2020, High Service Pump Building
Motion by Christensen, seconded by Ockerman, to approve Res. No. 23-12.
Roll: Ayes – Unanimous. Motion carried.
- 5.h. Consider Approval of Resolution No. 23-13, Approving and Authorizing a Lease of Real Property to Satellite Center, LLC
Motion by Christensen, seconded by Selby, to approve Res. No. 23-13.
Roll: Ayes – Unanimous. Motion carried.
- 5.i. Consider Approval of Resolution No. 23-14, Approving Preliminary and Final Plat of Southbridge Plat 9
Doug Mandernach with Civil Design Advantage presented Southbridge Plat 9, also known as Southbridge Plat 3 Replatted. This replat will provide an outlot for the private commercial road and combine two lots. McAdon noted this is a rearrangement of a previously platted area.
Motion by Christensen, seconded by Ockerman, to approve Res. No. 23-14.
Roll: Ayes – Unanimous. Motion carried.

5.j. Consider Approval of Administrative Clerk Job Description

Sandquist stated this new, part-time position at City Hall would allow some staff to shift duties and take on new duties. This position will report to Sandquist and could become a full-time position in the coming years.

Motion by Ockerman, seconded by Selby, to approve the Part-time Administrative Clerk Job Description.

Roll: Ayes – Unanimous. Motion carried.

5.k. Consider Approval of Resolution No. 23-15, Approving the Engagement Letter with PFM for the Cost of Water Production Analysis

Brown stated this not-to-exceed \$20,000 proposal would help the City determine a cost of water production through an independent and accurate process. The City could use this analysis if approached by a bulk water purchaser.

Motion by Christensen, seconded by Miller, to approve the engagement letter with PFM for the Cost of Water Production Analysis proposal.

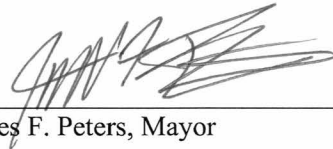
Roll: Ayes – Unanimous. Motion carried.

OTHER BUSINESS

1. **McAdon thanked the council and staff for their work during committee meetings to prepare for successful and productive council meetings like this one.**
2. **McAdon summarized the South Dallas County Landfill's 2022 Groundwater Quality Report, which is on file with the Iowa Department of Natural Resources. The report found only one exceedance of arsenic concentration. The report details other monitoring efforts and containment strategies, including on methane gas.**


ADJOURNMENT

Meeting was adjourned at 6:44 p.m.



James F. Peters, Mayor

Attest:


Carrie Erickson, City Clerk