

Adel City Council
April 11, 2023 - Meeting Minutes

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, Iowa on Tuesday, April 11, 2023. 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, Assistant City Attorney Sabroske, Public Works Director Overton, Library Director Jayne, Police Chief Shepherd, Police Lieutenant Book.

PUBLIC HEARING

1.a. Public Hearing on the Proposed Fiscal Year 2023-2024 Budget

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

Roll: Ayes - Unanimous. Motion Carried.

No written or oral comments were received.

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

Roll: Ayes - Unanimous. Motion Carried.

PROCLAMATION

2.a. Arbor Day - Friday, April 28, 2023

COMMENTS FROM THE PUBLIC

3.a. Dennis Davis (415 S 14th) spoke to the Council about an issue concerning a home near him that has a lot of junk on the property. The City Staff is aware and have been working through a nuisance abatement procedure with the help of the City Attorney. Mayor Peters assured Davis that this issue will be discussed at the next Committee of the Whole meeting.

CONSENT AGENDA

4.a. Consider Approval of City Minutes Dated March 14, 2023

4.b. Consider Approval of March Bills and March 31, 2023 Treasurer's Report

4.c. Consider Approval of Resolution No. 23-16, Approving and Accepting An Electric Easement In Southbridge Plat 8

4.d. Consider Approval of Special Event - Lincoln Savings Bank - Team RunFree 5K Event - *Pending Receipt of Sound Permit Fee*

4.e. Consider Approval of Sound Permit - Lincoln Savings Bank presents Team RunFree 5K - June 10th, 2023 - *Pending Receipt of Sound Permit Fee*

4.f. Consider Approval of Resolution No. 23-17, Approving Road Closures for Lincoln Savings Bank Presents Team RunFree 5K

4.g. Consider Approval of Class C Retail Alcohol License for Standley, Inc. (DBA Corner Tap)

4.h. Consider Approval of Class E Retail Alcohol License for Adel L&T LLC (World Liquor & Tobacco + Vapors)

4.i. Consider Approval of 2022/2023 Cigarette Permits - Adel L&T, LLC (DBA World Liquor & Tobacco & Vapors), Corner Tap, & Fareway

4.j. Consider Approval of 2023/2024 Cigarette Permit - Kum & Go

4.k. Consider Approval of Setting a Date for a Public Hearing for the FY22-23 Budget Amendments - Tuesday, May 9, 2023 at 6:00 p.m.

4.l. Consider Approval of Change Order No. 4 for the Adel Wastewater System Improvements 2019 – Wastewater Treatment Plant

4.m. Consider Approval of Pay Application No. 28 for the Adel Wastewater System Improvements 2019 Project - Wastewater Treatment Plant (Sub-Final)

4.n. Consider Approval of Substantial Completion for the Adel Wastewater System Improvements 2019 Project - Wastewater Treatment Plant

Motion by Ockerman, seconded by McAdon, to approve the Consent Agenda.

Roll: Ayes - Unanimous. Motion Carried.

DEPARTMENT HEAD REPORT

NEW BUSINESS

- 6.b. Discussion / Possible Action on Replacing the Island Park Sanitary Sewer Tank & Pump System
City Administrator Brown shared about the need for a new sanitary sewer tank and pump system at Island Park. There is one proposal that the City of Adel has gotten to include replacing the pump, the tank, electrical work, etc. for around \$20,000. In the current lease with RCM Campground Investments, LLC the City is responsible for maintaining certain aspects of the campground. The City also can get out of the lease with 30 days notice and close down the campgrounds using kabos instead of a sanitary sewer system. City Staff recommends completing the replacement of the sanitary sewer tank and pump system to keep the campground operational.
Motion by Christensen, seconded by Selby, to approve this project with City Staff selecting the lowest bid proposal.
Roll: Ayes – Christensen, McAdon, Selby, and Ockerman. Absent – Miller. Motion Carried.
- 6.a. Discussion / Possible Action on HR Green's Pavement Management Design Standards
Item 6.a. was moved after Item 6.b. to allow time for the HR Green representative to arrive at the meeting.
Larry Stevens, a Municipal Services Manager with HR Green, presented the pavement management design standards study completed by his team. The Council expressed interest in discussing adopting the design standards further. The Council directed City Staff to look at the implications of adopting the design standards and the findings will be discussed at the next Committee of the Whole meeting.
- 6.c. Consider Approval of Resolution No. 23-18, Approving the Fiscal Year 2023-2024 Budget
Council Member McAdon shared that the fund balance for FY24 shows a negative balance. The reason it appears to be negative is that the timing of some capital projects do not always match up with when the revenues are received. McAdon shared that Finance Director Sandquist prefers to show the expenditure in both fiscal years in case they are paid for in either year.
Motion by Ockerman, seconded by Selby, to approve Resolution 23-18.
Roll: Ayes - Unanimous. Motion Carried.
- 6.d. Consider Approval of Resolution No. 23-19, Approving 2022 - 2023 Budget Transfers
Motion by McAdon, seconded by Christensen, to approve Resolution No. 23-19.
Roll: Ayes - Unanimous. Motion Carried.
- 6.e. Consider Approval of Resolution No. 23-20, Temporarily Closing Public Ways or Grounds In Connection With Construction For The Dallas County Administration Building
Kim Chapman, Dallas County Board of Supervisors Chair, introduced Christopher Orth, Principal Architect Farnsworth Group, and Brian Smith, Project Executive for the Turner Construction Company and Lead on the Dallas County Administrative Building Project. Orth showed an exhibit of downtown and shared that it would be appropriate to close the parking stalls on northside of Court St, close 9th St between Court and Rapids, and the alley on the northside of the proposed building. The purpose is to keep the public safe as well as facilitate the construction activities. Smith presented that it is necessary to maintain access so no sidewalk would be closed, just the parking on the northside parking stalls. The Council asked about the protection of the roads with large construction equipment, the accessibility to fire hydrants and safety routes, as well as the parking availability around the square. Smith responded that there are special pads that they will be laying down to prevent damage to the streets, their team is working with the Adel Fire Chief to make sure all safety routes and fire hydrants are accessible, and the construction staff would not be parking on the square but in the closed areas requested. This project will begin after the Sweetcorn Festival so it will not impact the festival events this year.
Motion by Christensen, seconded by Ockerman, to approve Resolution No. 23-20.
Roll: Ayes - Unanimous. Motion Carried.

6.f. Discussion / Possible Action on Dallas County's Acquisition Proposal of Parcel (#1129451006), An Alleyway Behind the Old Culligan Building and the Bail Bonds Building
Christopher Orth, Principal Architect Farnsworth Group, shared that the City owns a 12-foot strip between County buildings where it is anticipated to create a parking lot. The County can fit more parking stalls if the County can pave in that 12-foot area, so they are requesting to acquire the parcel. An easement would be created for the water line that runs under this specific parcel. Assistant City Attorney Sabroske share that there are a couple steps that the Council needs to take. The first step is to direct staff to find more information about the property. A purchase agreement/transfer of property needs to be created and a public hearing needs to be set before this request can be accommodated. Mayor Peters directed City Staff to find out how we can accommodate this request.

6.g. Consider Approval of Resolution No. 23 -21, Approving a Contract with RDG Planning & Design for the City of Adel's Downtown Design Guidelines Project through the State Historic Preservation Office's Certified Local Government Grant Program
**Motion by Ockerman, seconded by Miller, to approve Resolution No. 23-21.
Roll: Ayes - Unanimous. Motion Carried.**


6.h. Consider Approval of Resolution No. 23-22, Approving the Grant Contract Between the City of Adel, Iowa and the Iowa Finance Authority for the Wastewater and Drinking Water Treatment Financial Assistance Program
**Motion by Selby, seconded by Ockerman, to approve Resolution No. 23-22.
Roll: Ayes – Ockerman, McAdon, Miller, and Selby. Abstain – Christensen. Motion Carried.**

OTHER BUSINESS

- 1. Council Member McAdon reminded all that the City-Wide Garage Sales are this weekend with the Spring Cleanup & Hazardous Waste Disposal following the next weekend.**
- 2. Council Member Ockerman asked about a meeting in Newton that The League of Cities is holding for nuisance abatement and whether Code Compliance Officer Nichols will be going. Ockerman expressed interest in attending with Nichols. Council Member Christensen mentioned that IEA has a program to assist in payments for nuisance abatements.**

ADJOURNMENT

Meeting was adjourned at 7:24 p.m.



Shirley McAdon, Mayor Pro Tem

Attest: 

Carrie Erickson, City Clerk