

Adel City Council
May 9, 2023 - Meeting Minutes

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, Iowa on Tuesday, May 9, 2023. At 6:02 p.m., Mayor Pro Tem McAdon called the meeting to order. The following answered roll: Christensen, McAdon, Miller, Selby, and Ockerman. Mayor Peters was absent.

Staff Present: City Administrator Brown, Finance Director Sandquist, 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 for the FY22-23 Budget Amendments

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 Miller, seconded by Ockerman, to close the public hearing.

Roll: Ayes - Unanimous. Motion Carried.

COMMENTS FROM THE PUBLIC

- 2.a. Adel Partners Chamber of Commerce Update - Deb Bengtson, President

Deb Bengtson, President of the Adel Chamber of Commerce, gave a comprehensive update over the year focusing on growth of businesses, growth in the membership of the Chamber, and shopping local. She also updated the Council on new businesses coming to town and the expectation of more businesses wanting to move into Adel if there is available space.

- 2.b. Summary Review of Water, Sewer, and Stormwater Utility Investments

Gary Brons, McClure Engineering, presented the Council with a review of the water, sewer, and stormwater utility investments within the City of Adel. Because of the aging infrastructures, new regulations, and growth in Adel there was a need to replace and/or improve the water, sewer, and stormwater utility infrastructures. City Staff, the Council, and multiple partners worked together to finance these projects through USDA loans, grants, and contributions while locking in low interest rates. The infrastructures that have been developed will prepare Adel for many years and growth in the future.

CONSENT AGENDA

- 3.a. Consider Approval of City Minutes Dated April 11, 2023
- 3.b. Consider Approval of Special Event – Adel Partners Chamber of Commerce, 2023 Sweet Corn Festival – August 11 & 12, 2023 – *Pending Certificate of Insurance*
- 3.c. Consider Approval of Resolution No. 23-23, Approving Road Closure for Sweet Corn Festival
- 3.d. Consider Approval of Resolution No. 23-24, Approving Road Closure for Sweet Corn Festival 5K
- 3.e. Consider Approval of Resolution No. 23-25, Approving Road Closure for Sweet Corn Festival Parade
- 3.f. Consider Approval of Resolution No. 23-26, Approving the Temporary Closing of Public Ways or Grounds in Connection with a Special Event Known As Adel Rotary Safety Bike Rodeo
- 3.g. Consider Approval of Special Event - Dallas County Sheriffs All Wheel Show - June 3, 2023
- 3.h. Consider Approval of Resolution No. 23-27, Approving Road Closure for All Wheel Show Event
- 3.i. Consider Approval of Sound Permit - Dallas County Sheriffs All Wheel Show - June 3, 2023
- 3.j. Consider Approval of 2023/2024 Cigarette Permits - Adel L&T, LLC, Fareway, Casey's #1680, & Casey's #3826
- 3.k. Consider Approval of Class E Liquor License, Class C Beer Permit, & Class B Wine Permit for Kum & Go #2093
- 3.l. Consider Approval of Resolution No. 23-28, Amending Building Address Currently Recorded As 1121 Evans View Drive, Adel, Iowa to 1201 Evans View Drive, Adel, Iowa
- Motion by Christensen, seconded by Selby, to approve the Consent Agenda.**
- Roll: Ayes - Unanimous. Motion Carried.**

DEPARTMENT HEAD REPORT

1. City Administrator Brown shared that the State Legislature 2023 session had adjourned, and it was a very active session. The main thing that came out of this session was the Property Tax Reform and there will be a lot of discussion about what that means for prioritizing projects within Adel. The Council also asked about the discussions from the Park Board about developing a 501(c)(3) for the Water Tower Park project. Brown responded that there is a park board member getting that process started to raise money for the project.

NEW BUSINESS

- 5.a. Discussion / Possible Action on Directing the City Attorney to Begin the Municipal Infraction Nuisance Process for 1316 Orchard Street

City Administrator Brown shared that there was a discussion at the Committee of the Whole meeting concerning the nuisance issue at 1316 Orchard Street. City Staff has been reaching out for about a year about cleaning up this property with little to no response from the property owners. Assistant City Attorney Sabroske shared that it is the recommendation of the City Attorney to proceed with the municipal infraction order. This process may take several months at least.

Motion by Ockerman, seconded by Christensen, to direct City Attorney to begin the municipal infraction nuisance process.

Roll: Ayes - Unanimous. Motion Carried.

- 5.b. Consider Approval of Adding the Relocation of a Water Main to the Scope of Design Work and Permitting Process for the North 15th Street Bridge Project

City Administrator Brown outlined that during the process of identifying all the utility lines for the North 15th Street Bridge project, McClure Engineering found that the water main going up North 15th St was too close to the construction project and needs to be moved. Council Member Ockerman mentioned that the water main will also be upsized from 10" to 12" for greater capacity. Gary Brons with McClure Engineering shared that this additional work could be covered in the \$1,000,000 grant from funds obtained by the DOT if bids come in under the DOT allocation.

Motion by Ockerman, seconded by Miller, to approve adding the relocation of a water main to the scope of design work and permitting process for the North 15th Street Bridge project.

Roll: Ayes - Unanimous. Motion Carried.

- 5.c. Consider Approval of Resolution No. 23-29, Amending the Current Budget for the Fiscal Year Ending June 30, 2023

Motion by Ockerman, seconded by Miller, to approve Resolution No. 23-29.

Roll: Ayes - Unanimous. Motion Carried.

- 5.d. Consider Approval of April Bills and April 30, 2023 Treasurer's Report

Motion by Selby, seconded by Miller, to approve the April Bills and April 30, 2023 Treasurer's Report.

Roll: Ayes - Unanimous. Motion Carried.

- 5.e. Consider Approval of Resolution No. 23-30, Approving FY23-24 Non-Union City Employee Wages

Motion by Ockerman, seconded by Selby, to approve Resolution No. 23-30.

Roll: Ayes - Unanimous. Motion Carried.

- 5.f. Consider Approval of Resolution No. 23-31, Approving the Final Agreement for FY23- 24 Wages Between the City of Adel, Iowa, Police Department and Teamsters Local Union 238 Affiliated With The International Brotherhood of Teamsters

Motion by Christensen, seconded by Ockerman, to approve Resolution No. 23-31.

Roll: Ayes - Unanimous. Motion Carried.


- 5.g. Consider Approval of Ordinance No. 390, Amending Sewer Rates (First Reading)
Jon Burmeister, with PFM, shared with the Council the analysis of the sewer and water rates, including the reasons for the increases. The main reason is based on the growth of Adel. PFM is recommending for the City to adopt rates for July of 2023 and July of 2024.
Motion by Ockerman, seconded by Miller, to approve the first reading of Ordinance No. 390.
Roll: Ayes - Unanimous. Motion Carried.
- 5.h. Consider Approval of Ordinance No. 391, Amending Water Rates (First Reading)
Council Member Christensen asked if Burmeister knows where we are with the cost of water production for Xenia. Burmeister presented that he is still accumulating data.
Motion by Selby, seconded by Ockerman, to approve the first reading of Ordinance No. 391.
Roll: Ayes - Unanimous. Motion Carried.
- 5.i. Consider Approval of Setting a Public Hearing for Rezoning Lots 45 & 46 in Eagle Vista Plat 3 along HWY 6 from R-1 (High Density - Single Family Residential District) to C-3 (Highway Commercial District) for Tuesday, June 13, 2023 at 6:00 p.m.
Motion by Ockerman, seconded by Christensen, to approve setting a Public Hearing for Rezoning Lots 45 & 46 in Eagle Vista Plat 3 for Tuesday, June 13, 2023 at 6:00 p.m.
Roll: Ayes - Unanimous. Motion Carried.
- 5.j. Consider Approval of Resolution No. 23- 32, Approving the Cemetery Records Management Software Agreement Between the City of Adel and CemSites
Motion by Ockerman, seconded by Selby, to approve Resolution No. 23-32.
Roll: Ayes - Unanimous. Motion Carried.
- 5.k. Consider Approval of Resolution No. 23-33, Approving An Agreement For Interim Administration Services with Callahan Municipal Consultants, LLC
Motion by Christensen, seconded by Ockerman, to approve Resolution No. 23-33.
Roll: Ayes - Unanimous. Motion Carried.

OTHER BUSINESS

1. Council Member Miller made a formal announcement that he will not be running for City Council at the next election.
2. Council Member Miller shared that Robbie Fisher, a local advocate for disability rights, was able to advocate for a new handicap button on the Adel USPS building. He has plans for advocating at other businesses in town that do not have a button.

ADJOURNMENT

Meeting was adjourned at 7:35 p.m



James F. Peters, Mayor

Attest: 

Carrie Erickson, City Clerk