

Adel City Council
June 13, 2023 - Meeting Minutes

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, Iowa on Tuesday, June 13, 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: Finance Director Sandquist, City Clerk Erickson, City Attorney Stone, Public Works Director Overton, Library Director Jayne, Public Services Librarian Osborn, Library Assistant Osborn, Police Chief Shepherd, and Parks and Recreations Director Schenck.

MAYORAL RECOGNITION

- 1.a. Public Services Librarian Olivia Osborn - 5 Years of Service

PUBLIC HEARING

- 2.a. 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)
City Attorney Stone shared that staff is recommending that this public hearing be rescheduled to July because of incorrect legal description on the public hearing notice.
Motion by Christensen, seconded by Miller, to continue this item on to the July 11th, 2023 City Council meeting.
Roll: Ayes - Unanimous. Motion Carried.

COMMENTS FROM THE PUBLIC

- 3.a. HIRTA Presentation - Brooke Ramsey
Brooke Ramsey, HIRTA's Business Development Manager, spoke on the importance and merit of HIRTA transit services.

CONSENT AGENDA

- 4.a. Consider Approval of City Minutes Dated May 9, 2023
4.b. Consider Approval of 2023/2024 Cigarette Permits - Family Dollar
4.c. Consider Approval of Class C Retail Alcohol License for Country Lane Lodge - *Pending Dramshop Review*
4.d. Consider Approval of Funds Spent on Flower Arrangement for Former City Council Member Jon McAvoy's Wife's Funeral
In accordance with the City's Flowers and Sustenance Supplies Policy (#3.05.01), which was approved as amended on August 9, 2022, the Adel City Council believes that it is in the best interest of the residents to establish a public purpose for the expenditure of funds for flowers and sustenance supplies. According to the policy, the City may send flowers to the employees or family members of employees who experience a death in their immediate family. The City sent flowers for Sherryl McAvoy, who passed away May 17, 2023. This item on the consent agenda documents the public purpose of these disbursements and will be reflected in the council minutes.
4.e. Consider Approval of Funds Spent on Flower Arrangement for Chamber of Commerce Director Deb Bengtson's Father's Funeral
In accordance with the City's Flowers and Sustenance Supplies Policy (#3.05.01), which was approved as amended on August 9, 2022, the Adel City Council believes that it is in the best interest of the residents to establish a public purpose for the expenditure of funds for flowers and sustenance supplies. According to the policy, the City may send flowers to the employees or family members of employees who experience a death in their immediate family. The City sent flowers for Bob Mendenhall, who passed away May 13, 2023. This item on the consent agenda documents the public purpose of these disbursements and will be reflected in the council minutes.
4.f. Consider Approval of Request for Mobile Food Units to Operate on City Property locations: Kinnick Feller Park on Friday, June 23rd and Saturday, June 24th; Adel Aquatic Center on Friday, June 30th and Friday, July 7th; and Island Park on Friday, July 28th - *Pending Approval of Mobile Food Unit Permits for Each Vendor*
4.g. Consider Approval of Probationary Firefighters Michelle Boles and Brandi Bever to the Adel Fire Department (*Pending Drug Test Results*)

- 4.h. Consider Approval of Special Event – Restoration Church – Stranger Than Fiction Concert – Community Stage and Pavilion (10th & Main) – July 7, 2023
- 4.i. Consider Approval of Sound Permit – Restoration Church – Stranger Than Fiction Concert – Community Stage and Pavilion (10th & Main) – July 7, 2023
- 4.j. Consider Approval of Resolution No. 23-34, Approving Road Closure for Adel Kiwanis Bounce House Night on Tuesday, June 20th, 2023
- 4.k. Consider Approval of Special Event - Live @ the Lodge - Country Lane Lodge - Wednesdays June-August
- 4.l. Consider Approval of City of Adel Sponsorship (up to \$500.00) of a Hole for the Greater Dallas County Development Alliance Golf Tournament
Motion by Ockerman, seconded by McAdon, to approve the Consent Agenda.
Roll: Ayes - Unanimous. Motion Carried.

OLD BUSINESS

- 6.a. Consider Approval of Ordinance No. 390, Amending Sewer Rates (Second Reading)
Motion by Ockerman, seconded by Miller, to approve the second reading of Ordinance No. 390.
Roll: Ayes - Unanimous. Motion Carried.
Motion by Christensen, seconded by McAdon, to waive the 3rd reading and adopt Ordinance No. 390.
Roll: Ayes - Unanimous. Motion Carried.

- 6.b. Consider Approval of Ordinance No. 391, Amending Water Rates (Second Reading)
Motion by Selby, seconded by Miller, to approve the second reading of Ordinance No. 391.
Roll: Ayes - Unanimous. Motion Carried.
Motion by Ockerman, seconded by Christensen, to waive the 3rd reading and adopt Ordinance No. 391.
Roll: Ayes - Unanimous. Motion Carried.

NEW BUSINESS

- 7.a. Consider Approval of Resolution No. 23-35, Setting the FY2023-2024 Fees for Services
Motion by Selby, seconded by McAdon, to approve Resolution No. 23-35.
Roll: Ayes - Unanimous. Motion Carried.

- 7.b. Consider Approval of May Bills and May 31, 2023 Treasurer's Report
Motion by Christensen, seconded by McAdon, to approve May Bills and May 31, 2023 Treasurer's Report.
Roll: Ayes - Unanimous. Motion Carried.

- 7.c. Consider Approval of Ordinance No. 392, Amending Chapter 122, Peddlers, Solicitors and Transient Merchants for the Purpose of Adding Regulations Regarding Mobile Food Units - First Reading
Motion by Miller, seconded by Selby, to approve the first reading of Ordinance No. 392.
Roll: Ayes - Unanimous. Motion Carried.
Motion by Ockerman, seconded by Selby, to waive the second and third readings and adopt Ordinance No. 392.
Roll: Ayes - Unanimous. Motion Carried.

- 7.d. Consider Approval of Ordinance No. 393, 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) - First Reading
This item was deferred during the public hearing section of the meeting.


- 7.e. Consider Approval of Ordinance No. 394, Repealing and Replacing Chapter 120, Pertaining to Liquor Licensing, to Make the City Code Consistent with Recent Changes in the Iowa Code - First Reading
Motion by Christensen, seconded by Miller, to approve the first reading of Ordinance No. 394.
Roll: Ayes - Unanimous. Motion Carried.
- Motion by Christensen, seconded by Selby, to waive the second and third readings and adopt Ordinance No. 394.**
Roll: Ayes - Unanimous. Motion Carried.
- 7.f. Consider Approval of Special Class C Retail Alcohol License 5 Day Permit for WW Food Truck Tour - Location: 1800 S 15th St (Adel Aquatic Center) - *Pending Dramshop Review*
The Council asked for Parks & Recreation staff to provide additional information about the event before considering approval.
Motion by Christensen, seconded by Selby, to postpone consideration of approval to the July 11th, 2023 City Council meeting.
Roll: Ayes - Unanimous. Motion Carried.
- 7.g. Consider Approval of Resolution No. 23-36, Approving McClure Engineering Contract for Baileys Grove Channel Stabilization Study
Motion by Christensen, seconded by Selby, to approve Resolution No. 23-36.
Roll: Ayes - Unanimous. Motion Carried.
- 7.h. Consider Approval Resolution No. 23-37, Update to 2.04.01 Travel Policy
Motion by Selby, seconded by Miller, to approve Resolution No. 23-37.
Roll: Ayes - Unanimous. Motion Carried.
- 7.i. Consider Approval of Mayor Board and Commission Appointment: Library Board Vacancy (term ending July 1, 2024) - One Opening (*Iowa Code 69.16A - Gender Balance requires the appointment of one woman OR one man*)
Motion by Selby, seconded by Miller, to approve the mayor's appointment of Liesl Chaplin.
Roll: Ayes - Unanimous. Motion Carried.
- 7.j. Consider Approval of Mayor Board and Commission Appointments: Parks & Recreation Board - Three Openings (*Iowa Code 69.16A - Gender Balance requires the appointment of two women and one man OR three women*)
Motion by Ockerman, seconded by Selby, to approve the mayor's appointment of Jeremy Brancheau, Patricia Ehrenfried, and Robin Todd.
Roll: Ayes - Unanimous. Motion Carried.
- 7.k. Consider Approval of Council Board and Commission Appointments: Planning & Zoning Commission - Two Openings (*Iowa Code 69.16A - Gender Balance requires the appointment of one woman and one man OR two men*)
Motion by Christensen, seconded by Miller, to approve the Council's appointment of Jonathan Fokken.
Roll: Ayes - Unanimous. Motion Carried.
- 7.l. Consider Approval of Mayor Board and Commission Appointment: Historic Preservation Commission - One Opening (*Iowa Code 69.16A - Gender Balance requires the appointment of one man OR one woman*)
There were no applications received. The vacancy will remain open until filled.
- 7.m. Consider Approval of Council Board and Commission Appointments: Board of Adjustment - Two Openings (*Iowa Code 69.16A - Gender Balance requires the appointment of two women*)
Motion by Christensen, seconded by Selby, to approve the Council's appointment of Karen Daniel.
Roll: Ayes - Unanimous. Motion Carried.

OTHER BUSINESS

1. Council Member Ockerman mentioned that Dallas County Sheriff's Office will be taking over Perry's 911 calls and dispatch.
2. Council Member Ockerman also mentioned that the Emergency Management Commission has made an offer for a specialist and hired a replacement; made an offer for a second position and was turned down.

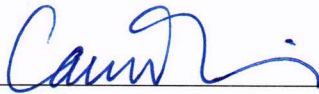
ADJOURNMENT

Meeting was adjourned at 6:44 p.m



James F. Peters, Mayor

Attest:



Carrie Erickson, City Clerk