

Adel City Council
July 11, 2023 - Meeting Minutes

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, Iowa on Tuesday, July 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, Finance Director Sandquist, Assistant City Attorney Sabroske, City Clerk Erickson, Code Compliance Officer Nichols, Police Chief Shepherd, Police Lieutenant Book, Parks Superintendent Waddingham, Public Works Director Overton, and Parks & Recreation Director Schenck.

MAYORAL RECOGNITION

- 1.a. Police Lieutenant Wade Book - 10 Years of Service
- 1.b. Parks Superintendent Curtis Waddingham - 5 Years of Service
- 1.c. City Administrator Anthony Brown - 10 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)

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

Roll: Ayes - Unanimous. Motion Carried.

No written comments were received. Dean Roghair with Civil Design Advantage (4121 NW Urbandale Drive, Urbandale, IA 50322) stated he was available for any questions on behalf of the developer (Accurate Land Co., LLC).

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

Roll: Ayes - Unanimous. Motion Carried.

COMMENTS FROM THE PUBLIC

CONSENT AGENDA

- 4.a. Consider Approval of City Minutes Dated June 13, 2023
- 4.b. Consider Approval of June Bills and June 30, 2023 Treasurer's Report
- 4.c. Consider Approval of Sound Permit – Eagle Vista Drive Neighborhood Party – 25018 Eagle Vista Drive – Saturday, July 22, 2023
- 4.d. Consider Approval of Resolution No. 23-38, Amending Building Address Currently Recorded As 103 North 19th Street to 1820 Main Street
- 4.e. Consider Approval of Resolution No. 23-39, Authorizing the Execution of a Memorandum of Understanding Between The Iowa Department of Administrative Services and the City of Adel, Iowa for Participation in the Income Offset Program
- 4.f. Consider Approval Granting Permission to ADM Community School District to Discharge Fireworks at Home Football Games During the 2023 Season
- 4.g. Consider Approval of Special Class C Retail Alcohol License for Patrick's Restaurant - *Pending Dramshop Review*
- 4.h. Consider Approval of Class C Retail Alcohol License for The Main Street Adel Chamber of Commerce - Sweet Corn Festival - *Pending Dramshop Review*
Motion by Ockerman, seconded by Selby, to approve the Consent Agenda.
Roll: Ayes - Unanimous. Motion Carried.

DEPARTMENT HEAD REPORT

OLD BUSINESS

- 6.a. 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*)
Mayor Peters discussed expanding the Historic Preservation Commission from five to seven members to help with the workload. McAdon noted the commission's projects include the downtown design guidelines, a new website, and working with the new Adel Historic Museum director. Miller noted that there have been attendance concerns in the past.
Applicant Deb Christensen stated that, in her previous experience on the commission, it was challenging to obtain a quorum given the small group.
Motion by Christensen, seconded by McAdon, to direct City Staff to create an Ordinance to expand the Historic Preservation Commission from five to seven members.
Roll: Ayes - Unanimous. Motion Carried.
- 6.b. Consider Approval of Council Board and Commission Appointments: Board of Adjustment – One Opening (*Iowa Code 69.16A - Gender Balance requires the appointment of one woman*)
Motion by Christensen, seconded by McAdon, to appoint Sarah Whittlesey to the Board of Adjustment.
Roll: Ayes - Unanimous. Motion Carried.
- 6.c. Consider Approval of Council Board and Commission Appointments: Planning & Zoning Commission - One Opening (*Iowa Code 69.16A - Gender Balance requires the appointment of one woman OR one man*)
Motion by Christensen, seconded by McAdon, to appoint Patrick Halsey to the Planning & Zoning Commission.
Roll: Ayes - Unanimous. Motion Carried.

NEW BUSINESS

- 7.a. 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
Motion by Ockerman, seconded by Selby, to approve the first reading of Ordinance No. 393.
Roll: Ayes - Unanimous. Motion Carried.
Motion by Christensen, seconded by Ockerman, to waive the second and third readings and adopt Ordinance No. 393.
Roll: Ayes - Christensen, McAdon, Selby and Ockerman. Nays - Miller. Motion Carried.
- 7.b. Consider Approval of Resolution No. 23-40, Approving Preliminary Plat of Southbridge Plat 5
Doug Mandernach from Civil Design Advantage (4121 NW Urbandale Drive, Urbandale, IA 50322) shared that City Staff was concerned about access on Bradfield St, specifically taking a left turn off Bradfield St into the development coming from the West. To solve that issue, the drive through the development will be a one-way private drive coming from Southbridge Dr to Bradfield St. and including a sidewalk as well.
Miller asked for more details about the impact of these changes. Ockerman confirmed City staff's agreement with the entire preliminary plat.
Motion by Miller, seconded by Christensen, to approve Resolution No. 23-40.
Roll: Ayes - Unanimous. Motion Carried.
- 7.c. Consider Approval of Class C Retail Alcohol License for MJ's Hollywood
Ockerman confirmed City staff's agreement, including the Adel Police Department, with this proposal.
Motion by Christensen, seconded by Selby, to approve MJ's Hollywood Class C Retail Alcohol License.
Roll: Ayes - Unanimous. Motion Carried.

7.d. Consider Approval of Resolution No. 23-41, Approving Update to Section 3.4 Job Classification of the City of Adel Employee Handbook

Motion by Selby, seconded by Ockerman, to approve Resolution No. 23-41.

Roll: Ayes - Unanimous. Motion Carried.

7.e. Consider Approval of Pay Application No. 29 for the Adel Wastewater System Improvements 2019 Project - Wastewater Treatment Plant

Motion by Miller, seconded by Selby, to approve Pay Application No. 29 for the Adel Wastewater System Improvements 2019 Project – Wastewater Treatment Plant.

Roll: Ayes - Unanimous. Motion Carried.

7.f. Consider Approval of Resolution No. 23-42, Accepting Wastewater System Improvements, Wastewater Treatment Plant Improvements 2019

McAdon and Selby asked about the list of warranty items with an October 1, 2023 deadline. Gary Brons with McClure stated that McClure and City staff met on-site recently and have been coordinating with the contractor. Selby asked for regular updates before October to ensure the items are completed.

Motion by Ockerman, seconded by McAdon, to approve Resolution No. 23-42.

Roll: Ayes - Unanimous. Motion Carried.

7.g. Possible Closed Session. The Council May Enter into Closed Session in Accordance with Section 21.5(1)(c), to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation, and Iowa Code Section 388.9(1), to discuss utility pricing strategies or proprietary information if the utility's competitive position would be harmed by public disclosure not required of potential or actual competitors, and if no public purpose would be served by such disclosure.

Motion by Ockerman, seconded by Christensen, to enter closed session.

Roll: Ayes - Unanimous. Motion Carried.

Closed session began at 6:31 p.m.

Motion by Selby, seconded by Miller, to exit closed session.

Roll: Ayes - Unanimous. Motion Carried.

Closed session ended at 7:34 p.m.

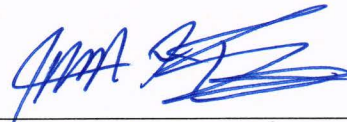
Motion by Christensen, seconded by Ockerman, to direct City Staff and professional staff to move forward with ideas discussed.

Roll: Ayes - Unanimous. Motion Carried.

OTHER BUSINESS


ADJOURNMENT

Meeting was adjourned at 7:36 p.m



James F. Peters, Mayor

Attest:


Carrie Erickson, City Clerk