

**Adel City Council**  
**August 8, 2023 - Meeting Minutes**

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, Iowa on Tuesday, August 8, 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, City Attorney Stone, City Clerk Erickson, Code Compliance Officer Nichols, Police Chief Shepherd, Police Lieutenant Book, Public Works Director Overton, and Parks & Recreation Director Schenck.

**COMMENTS FROM THE PUBLIC**

1.a. Robert Fisher, Information on AHOI App

**Robert Fisher presented information about the Ahoi app, an app that crowd sources data by specific need to review the disabled access information for businesses. He asked for the City Council's endorsement. Mayor Peters suggested considering a generic ordinance next month.**

1.b. Ginger Hertel

**Ginger Hertel presented a request for a parking restriction on Timberview Dr from Highway 169 to Lynne Dr. There is currently no parking on the north side of the road, but when cars are parked on the south side it is essentially a one-lane area. Mayor Peters asked Public Works Director Overton and Police Chief Shepherd to study the street for the next Committee of the Whole meeting.**

**CONSENT AGENDA**

- 2.a. Consider Approval of City Minutes Dated July 11, 2023
- 2.b. Consider Approval of July Bills and July 31, 2023 Treasurer's Report
- 2.c. Consider Resolution No. 23-43, Approval Street Closure for 2023 Shelby Dr Block Party
- 2.d. Consider Approval of Resolution No. 23-44, Authorizing the Execution of an Amended Memorandum of Understanding Between The Iowa Department of Administrative Services and the City of Adel, Iowa for Participation in the Income Setoff Program
- 2.e. Consider Approval of Beggars' Night for Saturday, October 28th, 2023 from 6:00 p.m. to 8:00 p.m.
- 2.f. Consider Approval of Class C Beer Permit for Family Dollar Stores
- 2.g. Consider Approval of Ahlers & Cooney, P.C.'s Joint Representation Conflict Waiver - Dallas County and City of Adel
- 2.h. Consider Approval of Administrative Clerk Job Description
- 2.i. Consider Approval of Resolution No. 23-45, Approving the Engagement Agreement Between the City of Adel and Ahlers & Cooney, P.C. for the Public Improvement Contract Proceedings for Well No. 7 Project - USDA

**Motion by Ockerman, seconded by Miller, to approve the Consent Agenda.**

**Roll: Ayes - Unanimous. Motion Carried.**

**DEPARTMENT HEAD REPORT**

- 3.a. Central Iowa Regional Housing Authority (CIRHA) Annual Report - Council Member Shirley McAdon, City of Adel Appointed Representative  
**Council Member McAdon gave a summary of the June 2023 CIRHA Annual Report sharing that there are issues with lack of funding, lack of adequate housing for the communities served, and lack of jobs and amenities in the communities served for those wanting to move there. CIRHA's future plans are to work with developers to create more affordable housing, which would benefit Adel as that is a need in this community.**
- 3.b. 2024-2025 Goal Setting Session - Thursday, November 16, 2023 at 6:00 p.m.

## NEW BUSINESS

- 4.a. Consider Approval of Ordinance No. 395, Amending Section 25.03 of the Code of Ordinances of the City of Adel, Iowa for the Purpose of Increasing the Number Of Commissioners on the Historic Preservation Commission - First Reading  
**Motion by Miller, seconded by Selby, to approve the first reading of Ordinance No. 395.**  
**Roll: Ayes - Unanimous. Motion Carried.**  
**Motion by Christensen, seconded by Selby, to waive the second and third readings and adopt Ordinance No. 395.**  
**Roll: Ayes - Unanimous. Motion Carried.**
- 4.b. Consider Approval of Mayor Board and Commission Appointment: Historic Preservation Commission - One Opening *or* Three Openings Based on the Outcome of Ordinance No. 395 (*Iowa Code 69.16A - Gender Balance requires the appointment of one man or one woman; if Ord. No. 395 passes, then one man and two women OR one woman and two men*)  
**Mayor Peters appointed Deb Christensen, Cori Pickett, and Benjamin Bobier.**  
**Motion by Selby, seconded by McAdon, to approve the Mayor's appointments of Deb Christensen, Cori Pickett, and Benjamin Bobier.**  
**Roll: Ayes - Unanimous. Motion Carried.**
- 4.c. Discussion / Possible Action on the Funding Request, Scope of Services, and Funding Agreement regarding Membership in the Greater Dallas County Development Alliance  
**Rachel Wacker and Grace Grob, reps for Greater Dallas County Development Alliance, presented the Alliance's efforts to create a strategic plan and scope of services that would align with the City of Adel's draft scope of services. Wacker gave the Council some ideas about how the Alliance could meet the needs of the City of Adel, such as facilitating conversations with landowners for annexation, creating a development agreement that stipulates the expectations that the City has for the Alliance, and for the City to join the Alliance's Board of Directors. The Council asked questions concerning the funding request compared to other cities, the full coverage of the scope of services, and how the Alliance has changed with the turnover of employees. Wacker assured the Council that the turnover of employees has been positive and they are ready to fire on all cylinders; that the scope of services is comprehensive, but not limited; and that the difference in funding requests per cities was something that has different factors other than population to determine the amounts of funding requests. The Mayor suggested that the Council and City Staff use the next three weeks before the Committee of the Whole meeting to figure out a response to the funding request.**
- 4.d. Consider Approval of Resolution No. 23-46, Approving and Accepting Temporary Easements Related to the 15th Street Bridge Replacement Project  
**Motion by Ockerman, seconded by Miller, to approve Resolution No. 23-46.**  
**Roll: Ayes - Unanimous. Motion Carried.**
- 4.e. Consider Approval of a Resolution No. 23-47, Approving the Hauling/Junk Removal Contract with Jermaine's Hauling and Services, Inc for the Property at 1316 Orchard St, Adel, Iowa  
**Council Member Selby asked if any other companies should be considered. City Administrator Brown responded that approving the presented contract with Jermaine's Hauling and Services, Inc. would get the cleanup done earlier as the property owner's 30-day window to complete the clean-up expires on August 20<sup>th</sup>, 2023. If the City wanted to look at other companies and or bids, then we would move this item to September. Neighbors of the property are very interested in the cleanup being done as soon as possible, but there is a possibility it would take quite some time to recoup the money spent on this cleanup. Some of the Council suggested that the timeliness of the cleanup efforts was of utmost importance. Mayor Peters noted that, if the vote fails, City staff can gather more quotes for next month.**  
**Motion by Selby, seconded by Ockerman, to approve Resolution No. 23-47.**  
**Roll: Ayes - Christensen, Miller, and Ockerman. Nays - McAdon and Selby. Motion Carried.**



4.f. Consider Approval of Resolution No. 23-48, Ordering Construction of the Adel Water Utility Improvements, New Well No. 7, And Fixing A Date For Hearing Thereon and Taking of Bids Therefor  
**Motion by Christensen, seconded by Ockerman, to approve Resolution No. 23-48.**  
**Roll: Ayes - Unanimous. Motion Carried.**

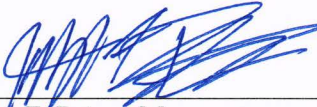
4.g. Consider Approval of Setting a Date for a Public Hearing for Ordinance No. 396, Southbridge PUD Revision - Tuesday, September 12, 2023 at 6:00 p.m  
**Motion by Ockerman, seconded by Miller, to approve setting a Public Hearing for Ordinance No. 396 for Tuesday, September 12, 2023 at 6:00 p.m.**  
**Roll: Ayes - Unanimous. Motion Carried.**

4.h. Discussion / Possible Action on Sewer Camera Purchase  
**City Administrator Brown shared that the purchase of the Sewer Camera was budgeted over a five-year payment program, but staff suggested avoiding interest with a one-time purchase. This change will require a budget amendment later. Public Works Director Overton shared that the cameras can see inside the sewers all over the city and our Wastewater Superintendent, Mike Lansing, has great experience with the program. Finance Director Sandquist pointed out that by paying the full amount of \$187,000 up front, the savings in avoiding interest payments would range anywhere from \$31,000 to \$47,000. Sandquist spoke with PFM, the City's financial advisor, and they agreed that we have more than enough in cash reserves to fund this purchase up front. The Council asked about where to store the program and Overton responded that it would be stored in a cargo trailer, but eventually would move inside an administration building.**  
**Motion by Christensen, seconded by Ockerman, to approve the one-time purchase of Sewer Camera system to avoid interest costs.**  
**Roll: Ayes - Unanimous. Motion Carried.**

#### **OTHER BUSINESS**

#### **ADJOURNMENT**

Meeting was adjourned at 7:02 p.m.

  
\_\_\_\_\_  
James F. Peters, Mayor

Attest:   
\_\_\_\_\_  
Carrie Erickson, City Clerk