

Adel City Council
October 10, 2023 - Meeting Minutes

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, Iowa on Tuesday, October 10, 2023. At 6:00 p.m., Mayor Peters called the meeting to order. The following answered roll: Christensen, McAdon, Miller, Selby, and Ockerman. Selby attended by phone.

Staff Present: City Attorney Stone, Deputy City Administrator/Finance Director Sandquist, City Clerk Erickson, Public Works Director Overton, Police Chief Shepherd, and Police Lieutenant Book.

PUBLIC HEARING

- 1.a. Proposal to Convey Real Property to Dallas County, Iowa - East 12 Feet of Lots 3 and 4 in Block 12 in the Town of Adel, Dallas County, Iowa

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

Roll: Ayes - Unanimous. Motion Carried.

No written or verbal comments were received.

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

Roll: Ayes - Unanimous. Motion Carried.

- 1.b. Public Hearing on Authorizing the City of Adel to Acquire Property By Eminent Domain for the Evans Park Trail Connections Project

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

Roll: Ayes - Unanimous. Motion Carried.

Dan Van Langen (1509 S 14th) shared that the proposed trail is set closest to his home/property. He supports the trail system, but believes that this project will create an undue burden on his property.

Sierra Ware (1115 Lynne Dr) shared concerns of other companies accessing the easement that the trail will be on for past projects and leaving litter. Ware also voiced her concern over lack of privacy for her property as well as the damage that equipment will create on her property with the proposed temporary construction easement.

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

Roll: Ayes - Unanimous. Motion Carried.

- 1.c. Public Hearing on Proposed Contract Documents and Estimated Costs for Improvements - Bridge Replacement - 15th Street Bridge Over Butler Creek

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

Roll: Ayes - Unanimous. Motion Carried.

No written or verbal comments were received.

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

Roll: Ayes - Unanimous. Motion Carried.

COMMENTS FROM THE PUBLIC

CONSENT AGENDA

- 3.a. Consider Approval of City Minutes Dated September 12, 2023
- 3.b. Consider Approval of September Bills, August 31, 2023 Treasurer's Report, and September 30, 2023 Treasurer's Report
- 3.c. Consider Approval of Amended June 30, 2023 and July 31, 2023 Treasurer's Reports
- 3.d. Consider Approval of Annual Urban Renewal Report - Fiscal Year 2022-2023
- 3.e. Consider Approval of FY22-23 City Street Financial Report

- 3.f. Consider Approval of Funds Spent on Flower Arrangement for Parks Maintenance Supervisor Curtis Waddingham's Father's Funeral
In accordance with the City's Flowers and Sustainance 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 Terry Waddingham, who passed away September 8, 2023. This item on the consent agenda documents the public purpose of these disbursements and will be reflected in the council minutes.
- 3.g. Consider Approval of Special Class C Liquor License and Class B Wine Permit for The Morning Grind, LLC (*Pending Dramshop*)
- 3.h. Consider Approval of Appointing Bob Ockerman (Primary Member) and James F. Peters (Alternate) as the City's 2024 Representatives on the Dallas County E911 Board
- 3.i. Consider Approval of Appointing Kara Sinnard as Representative to the Dallas County Local Housing Trust Fund Board (Term: February 2023-January 2026)
- 3.j. Consider Approval of World War 1 Honor Roll Lending Agreement Between the State Historical Society of Iowa and the City of Adel
Motion by Christensen, seconded by Miller, to approve the Consent Agenda.
Roll: Ayes - Unanimous. Motion Carried.

DEPARTMENT HEAD REPORT

- 4.a. Upcoming Meetings: Street Committee Meeting on October 24, 2023, and Committee of the Whole Meeting on November 7, 2023
- 4.b. 2024-2025 Goal Setting Session - Thursday, November 16, 2023 at 6:00 p.m.
- 4.c. Fiscal Year 2022-2023 Audit "Fieldwork": October 4-6 and October 9-10

OLD BUSINESS

- 5.a. Consider Approval of a Grant Agreement Between the City of Adel and the Greater Dallas County Development Alliance
Motion by Ockerman, seconded by Miller, to approve the Grant Agreement between the City of Adel and the Greater Dallas County Development Alliance.
Roll: Ayes - Unanimous. Motion Carried.

NEW BUSINESS

- 6.a. Consider Approval of Funding Request for Heart of Iowa Regional Transit Agency (HIRTA)
Council Member Christensen asked if there was any data on ridership that HIRTA could present. Brooke Ramsey, HIRTA representative, said she can get that data for the Council along with any other information to Deputy City Administrator/Finance Director Sandquist by the following day. Council Member McAdon asked about availability of services and Ramsey responded that services are available Monday-Friday and there is an on-demand option. Mayor Peters asked that Ramsey provide any information on reliability, service, and satisfaction data. Motion by Christensen, seconded by Ockerman, to postpone taking action on the funding request from HIRTA until the next City Council meeting on November 14th, 2023.
Roll: Ayes - Unanimous. Motion Carried.
- 6.b. Consider Approval of City Staff Recommendation for No Parking on Timberview Drive Near Highway 169 (Approximately One House West of Highway 169 to Corner of Timberview Drive and Highway 169)
Council Member Miller acknowledged the letter received from Jill West (716 Timberview Dr) and her request to have the no parking sign moved to the curve on Timberview Dr or be no parking during business hours, but not on nights and weekends. Miller mentioned that City staff did not see the issue in their investigations that was being presented on the curve of Timberview Dr., but that this small stretch of street that would be "no parking" is not in front of anyone's property so it should not present an issue. Council Member Christensen mentioned that the issue that West brought up in her letter about there only being one way in and one way out of this large development is something that the Council needs to be aware of with future developments. Council

Member Ockerman shared that he has not seen this issue and is not in support of a no parking sign on this stretch.

Motion by Christensen, seconded by Miller, to approve a no parking sign to be installed on Timberview Drive Near Highway 169 as recommended by City Staff.

Roll: Ayes - Christensen, McAdon, Miller and Selby. Nays - Ockerman. Motion Carried.

- 6.c. Consider Approval of Ordinance No. 397, Amending Provisions Pertaining to Liquor Licenses and Cigarette and Tobacco Permits - First Reading

Motion by Ockerman, seconded by Miller, to approve the first reading of Ordinance No. 397.

Roll: Ayes - Unanimous. Motion Carried.

Motion by Ockerman, seconded by Christensen, to waive the second and third readings and adopt Ordinance No. 397.

Roll: Ayes - Unanimous. Motion Carried.

- 6.d. Consider Approval of Ordinance No. 398, Amending Provisions Pertaining to Fiscal Management - First Reading

Motion by Christensen, seconded by Miller, to approve the first reading of Ordinance No. 398.

Roll: Ayes - Unanimous. Motion Carried.

Motion by Christensen, seconded by McAdon, to waive the second and third readings and adopt Ordinance No. 398.

Roll: Ayes - Unanimous. Motion Carried.

- 6.e. Consider Approval of Resolution No. 23-65, Approving Preliminary and Final Plat for Southbridge Townhomes Plat 2

Council Member Christensen raised questions about the use of roundabouts so close to a turn lane in this plat. He reminded the Council that they need to be aware of traffic flow when approving future plats.

Motion by Miller, seconded by Ockerman, to approve Resolution No. 23-65.

Roll: Ayes - Unanimous. Motion Carried.

- 6.f. Consider Approval of Resolution No. 23-66, Approving and Authorizing the Conveyance of Certain Real Property to Dallas County, Iowa, Subject to Vacation of Alleyway

Motion by Christensen, seconded by Ockerman, to approve Resolution No. 23-66.

Roll: Ayes - Unanimous. Motion Carried.

- 6.g. Consider Approval of Resolution No. 23-67, Fixing Date for a Public Hearing on the Proposed Vacation of an Alleyway Running North-South in Block 12 in the Town of Adel, Dallas County, Iowa

Motion by Ockerman, seconded by Miller, to approve Resolution No. 23-67.

Roll: Ayes - Unanimous. Motion Carried.

- 6.h. Consider Approval of Resolution No. 23-68, Authorizing Acquisition of Land Through Use of Eminent Domain

The Council shared that there are 10-12 other homes that received the same temporary easement proposal as the two property owners who have issue with the proposed project and do not find issue with the easements or the project. The Council understands the issues that are being raised, yet the trail was planned before many of the homes along the proposed trail were built. City Attorney Stone clarified that the action is to authorize eminent domain if negotiations are not successful. Also, under Iowa Law, once the project is complete the resident has five years to come to the City with complaints of any damage to the property caused by the construction of the City project.

Motion by Ockerman, seconded by Christensen, to approve Resolution No. 23-68.

Roll: Ayes - Unanimous. Motion Carried.

- 6.i. Consider Approval of Resolution No. 23-69, Adopting Plans, Specifications, Form of Contract and Estimate of Cost for the Bridge Replacement - 15th Street Bridge Over Butler Creek
Motion by Christensen, seconded by Ockerman, to approve Resolution No. 23-69.
Roll: Ayes - Unanimous. Motion Carried.
- 6.j. Consider Approval of Consideration of Construction Bids for the Bridge Replacement - 15th Street Bridge Over Butler Creek
Motion by Christensen, seconded by Ockerman, to acknowledge that the City Council received and considered the bids for the Bridge Replacement – 15th Street Bridge Over Butler Creek.
Roll: Ayes - Unanimous. Motion Carried.
- 6.k. Consider Approval of Resolution No. 23-70, Making Award of Construction Contract for the Bridge Replacement - 15th Street Bridge Over Butler Creek
Motion by Christensen, seconded by Ockerman, to approve Resolution No. 23-70.
Roll: Ayes - Unanimous. Motion Carried.
- 6.l. Consider Approval of Resolution No. 23-57, Making Award of Construction Contract for the Adel Water Utility Improvements, New Well No. 7
Motion by Ockerman, seconded by McAdon, to approve Resolution No. 23-57.
Roll: Ayes - Unanimous. Motion Carried.
- 6.m. Consider Approval of Resolution No. 23-58, Approving Construction Contract and Bond for the Adel Water Utility Improvements, New Well No. 7
Motion by Christensen, seconded by Ockerman, to approve Resolution No. 23-58.
Roll: Ayes - Unanimous. Motion Carried.
- 6.n. Consider Approval of De-Obligating \$47,387.48 in Remaining Grant Funds for the Wastewater Treatment Plant Project
Motion by Ockerman, seconded by Miller, to approve de-obligating \$47,387.48 in remaining grant funds for the Wastewater Treatment Plant Project.
Roll: Ayes - Unanimous. Motion Carried.
- 6.o. Consider Approval of Mayoral Appointment of New Police Chief - Wade Book
Motion by Miller, seconded by Ockerman, to approve the Mayor's appointment of Wade Book as the New Police Chief starting February 2, 2024.
Roll: Ayes - Unanimous. Motion Carried.

OTHER BUSINESS

1. Council Member Ockerman shared that he attended a meeting set up by the Greater Dallas County Alliance two weeks ago with Iowa Representative Zach Nunn's staff. The meeting was for the staff to introduce themselves and make cities aware that they are there to help with any federal grants.


ADJOURNMENT

Meeting was adjourned at 6:57 p.m.



James F. Peters, Mayor

Attest:


Carrie Erickson, City Clerk