

**Adel City Council**  
**November 14, 2023 - Meeting Minutes**

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, Iowa on Tuesday, November 14, 2023. At 6:02 p.m., Mayor Peters called the meeting to order. The following answered roll: Christensen, McAdon, Miller, Selby, and Ockerman.

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

**PUBLIC HEARING**

- 1.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 Christensen, seconded by Ockerman, to open the public hearing.**

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

**No written or verbal comments were received.**

**Motion by Selby, seconded by Miller, to close the public hearing.**

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

**OATH OF OFFICE**

- 2.a. Mayor - James F Peters (administered by City Clerk, Carrie Erickson)  
2.b. City Council Member- Shirley McAdon (administered by Mayor, James F Peters)  
2.c. City Council Member- Bob Ockerman (administered by Mayor, James F Peters)  
2.d. City Council Member- James West (administered by Mayor, James F Peters)  
2.e. Police Officer - Chad Traver (administered by Mayor, James F Peters)  
2.f. Police Officer - Hayley Pickett (administered by Mayor, James F Peters)

**COMMENTS FROM THE PUBLIC**

**Mike Giles, Scout Master Troup 152, presented two young men attending the meeting working on Citizenship in the Community Merit Badges, one of the Eagle required merit badges.**

**CONSENT AGENDA**

- 4.a. Consider Approval of City Minutes Dated October 10, 2023  
4.b. Consider Approval of October Bills and October 31, 2023 Treasurer's Report  
4.c. Consider Approval of Special Class C Liquor License for China Village (*Pending Dramshop*)  
4.d. Consider Approval of Class B Retail Native Wine License for Harvey's Greenhouse, LLC  
**Motion by Ockerman, seconded by McAdon, to approve the Consent Agenda.**  
**Roll: Ayes - Unanimous. Motion Carried.**

**DEPARTMENT HEAD REPORT**

- 5.a. 2024-2025 Goal Setting Session - Thursday, November 16, 2023 at 6:00 p.m.  
5.b. FY24-25 Budget Council Meeting - Monday, January 22, 2024 at 6:00 p.m.  
5.c. FY24-25 Updated Budget Timeline (Special Meeting in March)

**OLD BUSINESS**

- 6.a. Consider Approval of Funding Request for Heart of Iowa Regional Transit Agency (HIRTA)  
**The Council did not receive the requested information from HIRTA pertaining to recent ridership, service availability, service reliability, and satisfaction.**  
**Motion by Christensen, seconded by Selby, to approve the funding request from Heart of Iowa Regional Transit Agency.**  
**Roll: Nays - Unanimous. Motion Failed.**

## NEW BUSINESS

### 7.a. Discussion / Possible Action on Baileys Grove Channel Stabilization Concepts

**Brian Sandberg, representative of McClure Engineering, presented the Council with two concepts to rectify a channel erosion issue near the Baileys Grove development. The first option is a piping concept, and the second option is an open channel concept. The second concept has a lower overall cost. The Council asked that communication is had with the property owners to ensure the City has appropriate access to the project area to complete construction and the costs to be covered by the City. The Council also commented that it is necessary to be proactive in future developments to avoid similar issues.**

**Motion by Christensen, seconded by Selby, to direct staff to move forward with a contract with McClure for the open channel concept.**

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

### 7.b. Consider Approval of Resolution No. 23-71, Approving Construction Contract and Bond for the Bridge Replacement - 15th Street Bridge Over Butler Creek

**Motion by Ockerman, seconded by McAdon, to approve Resolution No. 23-71.**

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

### 7.c. Consider Approval of Ordinance No. 399, Vacating the Public Right-of-Way in North-South Alleyway in Block 12 in the Town of Adel, Dallas County, Iowa - First Reading

**Motion by Ockerman, seconded by Miller, to approve the first reading of Ordinance No. 399.**

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

**Motion by Christensen, seconded by Ockerman, to waive the second and third readings and adopt Ordinance No. 399.**

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

### 7.d. Consider Approval of Ordinance No. 400, Repealing Chapter 56, Dog and Cat Licenses Required, and Amending Chapter 55.16, Addressing Rabies Vaccination Requirements

**Motion by McAdon, seconded by Miller, to approve the first reading of Ordinance No. 400.**

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

**Motion by Christensen, seconded by McAdon, to waive the second and third readings and adopt Ordinance No. 400.**

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

### 7.e. Consider Approval of Resolution No. 23 -72, Fixing Amount of Assessments and Ordering Preparation of Schedule of Assessments in Connection with Costs of Nuisance Abatement at 1316 Orchard Street

**Motion by Ockerman, seconded by Selby, to approve Resolution No. 23-72.**

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

### 7.f. Consider Approval of Resolution No. 23-73, Fixing Date for a Public Hearing on the Execution of a Third Amendment to Site Lease Agreement With New Cingular Wireless PCS, LLC

**Motion by McAdon, seconded by Miller, to approve Resolution No. 23-73, setting the date for a Public Hearing to be held on Dec 12<sup>th</sup>, 2023, at 6:00 p.m.**

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



- 7.g. Consider Approval of Historic Preservation Commission's Recommendation of a Historic Preservation Grant for 202 Nile Kinnick Drive N (Brick Street Motors) for Exterior Maintenance Items  
**Rich Hughes, Historic Preservation Commission Chair, shared that Brick Street Motors has requested grant support from the Council to continue their building restoration and maintenance efforts. Their building is one of only three remaining structures in Iowa that was originally designed by the Ford company.**  
**Motion by Christensen, seconded by Selby, to approve the proposed Historic Preservation Grant.**  
**Roll: Ayes - Unanimous. Motion Carried.**
- 7.h. Consider Approval of Ordinance No. 401, Amending Ordinance No. 347 to Remove Certain Parcels Located Within the Southbridge Urban Renewal Area  
**Motion by Christensen, seconded by Miller, to approve the first reading of Ordinance No. 401.**  
**Roll: Ayes - Unanimous. Motion Carried.**
- Motion by Christensen, seconded by Selby, to waive the second and third readings and adopt Ordinance No. 401.**  
**Roll: Ayes - Unanimous. Motion Carried.**
- 7.i. Consider Approval of Resolution No. 23-74, Approving and Authorizing Execution of a Fourth Amendment to the Agreement for Private Development by and between the City of Adel and Cramer and Associates, Inc.  
**Motion by Selby, seconded by McAdon, to approve Resolution No. 23-74.**  
**Roll: Ayes - Unanimous. Motion Carried.**
- 7.j. Consider Approval of Resolution No. 23-75, Approving TIF Indebtedness Certification for the Adel Urban Renewal Area for FY25  
**Motion by Christensen, seconded by Ockerman, to approve Resolution No. 23-75.**  
**Roll: Ayes - Unanimous. Motion Carried.**
- 7.k. Consider Approval of Resolution No. 23-76, Approving TIF Indebtedness Certification for the Adel Southbridge Urban Renewal Area for FY25  
**Motion by Miller, seconded by Ockerman, to approve Resolution No. 23-76.**  
**Roll: Ayes - Unanimous. Motion Carried.**
- 7.l. Consider Approval of Community and Economic Development Director Job Description  
**Motion by Ockerman, seconded by Christensen, to approve the Community and Economic Development Director Job Description.**  
**Roll: Ayes - Unanimous. Motion Carried.**
- 7.m. Possible Closed Session. The Council may enter into closed session pursuant to Iowa code 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 likely to prejudice or disadvantage the position of the governmental body in that litigation.*  
**Motion by Miller, seconded by McAdon, to enter closed session.**  
**Roll: Ayes - Unanimous. Motion Carried.**  
*Closed session began at 6:49 p.m.*  
**Motion by Miller, seconded by McAdon, to exit closed session.**  
**Roll: Ayes - Unanimous. Motion Carried.**  
*Closed session ended at 7:23 p.m.*

7.n. Consider Approval of Resolution No. 23-77, Establishing Just Compensation, Affirming Negotiations, and Setting Hearing and Authorizing Notice to Property Owners of Proposed Decision to Acquire Property By Condemnation for the Evans Park Trail Connections Project

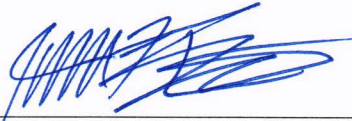
**Motion by Christensen, seconded by Selby, to approve Resolution No. 23-77, setting the date for a Public Hearing to be held on Dec 5<sup>th</sup>, 2023, at 6:00 p.m.**

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

**OTHER BUSINESS**

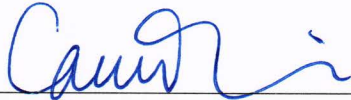
**ADJOURNMENT**

Meeting was adjourned at 7:25 p.m.



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James F. Peters, Mayor

Attest:



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Carrie Erickson, City Clerk