

Adel City Council
December 12, 2023 - Meeting Minutes

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, Iowa on Tuesday, December 12, 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: Deputy City Administrator/Finance Director Sandquist, City Clerk Erickson, City Attorney Stone, Public Works Director Overton, Police Lieutenant Book, Police Chief Shepherd, Library Director Jayne, Parks & Recreation Director Schenck, and Fire Chief Nemechek.

MAYORAL RECOGNITION

- 1.a. Certificate Presented to Outgoing Council Member - Dan Miller

PUBLIC HEARING

- 2.a. Public Hearing on the Proposal to Execute a Third Amendment to Site Lease Agreement with New Cingular Wireless PCS, LLC
Motion by Ockerman, 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 Selby, to close the public hearing.
Roll: Ayes - Unanimous. Motion Carried.

COMMENTS FROM THE PUBLIC

- 3.a. Shawnda Behr - Proposed New Road in Ortonville
Shawnda Behr informed the Council that the Behrs are working to get a road established in Ortonville.

CONSENT AGENDA

- 4.a. Consider Approval of City Minutes Dated November 14, 2023
4.b. Consider Approval of Goal Setting Session Minutes Dated November 16, 2023
4.c. Consider Approval of City Minutes Dated December 5, 2023
4.d. Consider Approval of November Bills and November 30, 2023 Treasurer's Report
4.e. Consider Approval of Resolution No. 23-79, Appointing A Representative and An Alternate Representative to the Dallas County Emergency Management Commission
4.f. Consider Approval of FY 2022-2023 Annual Financial Report
4.g. Consider Approval of Amendment Application of Permanent Premises Update for Fiesta Mexican Restaurant - *Pending Dramshop*
Motion by Miller, seconded by Ockerman, to approve the Consent Agenda.
Roll: Ayes - Unanimous. Motion Carried.

DEPARTMENT HEAD REPORT

- 5.a. FY23-24 Budget Council Meeting - Monday, January 22, 2024 at 6:00 p.m.
5.b. FY24-25 Updated Budget Timeline (Special Meeting in March)
5.c. Annual Adel Public Library Report - Library Director Trever Jayne

NEW BUSINESS

- 7.a. 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*)
Each of the applicants that were present for the Planning & Zoning Commission opening gave a short appeal for why they should be appointed to the Planning & Zoning Commission. The Council said that all the candidates were excellent options for the position and the decision is a difficult one.
Motion by Miller, seconded by McAdon, to appoint Jerry Adams to the Planning & Zoning Commission beginning on January 1, 2024.
Roll: Ayes - Unanimous. Motion Carried.
- 7.b. Consider Approval of Resolution No. 23-80, Approving and Authorizing the Execution of a Third Amendment to Site Lease Agreement with New Cingular Wireless PCS, LLC
Motion by Ockerman, seconded by Selby, to approve Resolution No. 23-80.
Roll: Ayes - Unanimous. Motion Carried.
- 7.c. Consider Approval of Resolution No. 23-81, Approving FY23-24 Non-Union City Employee Wages (Updated) - Wastewater Operator
Motion by Christensen, seconded by Selby, to approve Resolution No. 23-81.
Roll: Ayes - Unanimous. Motion Carried.
- 7.d. Consider Approval of Resolution No. 23-82, Adopting the 2024-2025 Goal Setting Session Summary Report
Motion by Ockerman, seconded by Selby, to approve Resolution No. 23-82.
Roll: Ayes - Unanimous. Motion Carried.
- 7.e. Consider Approval of Resolution No. 23-83, Authorizing Execution of a Farm Lease with Phil Lautner
Motion by Ockerman, seconded by Selby, to approve Resolution No. 23-83.
Roll: Ayes - Unanimous. Motion Carried.
- 7.f. Consider Approval of Resolution No. 23-84, Adopting and Levying Final Schedule of Assessments for Nuisance Abatement Costs at 1316 Orchard Street
Motion by Christensen, seconded by McAdon, to approve Resolution No. 23-84.
Roll: Ayes - Unanimous. Motion Carried.
- 7.g. Consider Approval of Resolution No. 23-85, Approving the Engineering Services Agreement Between the City of Adel and McClure Engineering for the Adel Baileys Grove Channel Improvements Project
Council Member McAdon reiterated her previously shared concerns about the project relating to the cost of the project, the concept for the channel improvements being a satisfactory solution, and whether there have been discussions with the property owners about cost sharing for the project.
Motion by Ockerman, seconded by Miller, to approve Resolution No. 23-85.
Roll: Ayes - Christensen, Miller, Selby and Ockerman. Nays - McAdon. Motion Carried.

- 7.h. Consider Approval of Ordinance No. 402, Amending Section 69.10 Snow Emergency - First Reading
Council Member Christensen asked if there was a need to have a clearer definition of what type of winter weather will warrant a snow emergency. **Public Works Director Overton** explained that the intent of the amendment is to discontinue the need for a proclamation from the City Administrator or Public Works Director to enact a snow emergency parking ban. **Police Chief Shepherd** assured the Council that the Police Department would not be writing parking tickets until the City snowplows are needing to clear the streets.
Motion by Ockerman, seconded by Christensen, to approve the first reading of Ordinance No. 402.
Roll: Ayes - Unanimous. Motion Carried.
- Motion by Ockerman, seconded by Selby, to waive the second and third readings and adopt Ordinance No. 402.**
Roll: Ayes - Unanimous. Motion Carried.
- 7.i. Consider Approval of Resolution No. 23-86, Approving Transfers to Redistribute Funds Transferred in 2022-2023 to Reflect Actual Financial Activity
Motion by McAdon, seconded by Miller, to approve Resolution No. 23-86.
Roll: Ayes - Unanimous. Motion Carried.
- 7.j. Consider Approval of Resolution No. 23-87, Approving 2023-2024 Budget Transfers
Motion by McAdon, seconded by Selby, to approve Resolution No. 23-87.
Roll: Ayes - Unanimous. Motion Carried.
- 7.k. 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 Ockerman, seconded by Selby, to enter closed session.
Roll: Ayes - Unanimous. Motion Carried.
Closed session began at 6:39 p.m.
Motion by Christensen, seconded by Selby, to exit closed session.
Roll: Ayes - Unanimous. Motion Carried.
Closed session concluded at 6:46 p.m.
- 7.l. Consider Approval of Ware's Monetary Counteroffer for Temporary Construction Easement for Trail Project
Motion by Miller, seconded by Selby, to approve acceptance of Ware's monetary counteroffer in the amount of \$1200.
Roll: Ayes - Christensen, McAdon, Miller and Selby. Nays - Ockerman. Motion Carried.

OTHER BUSINESS

Deputy City Administrator/Finance Director Sandquist shared with the Council that the job posting for the **Community & Economic Development Director** position was up on the City website, at City Hall, and in the newspapers. Sandquist also suggested a work session in January to make a plan on how to move forward with the objectives set forth in the recent 2024-2025 Goal Setting Session.

ADJOURNMENT

Meeting was adjourned at 6:52 p.m.



James F. Peters, Mayor

Attest:



Carrie Erickson, City Clerk