

Adel City Council
March 12, 2024 - Meeting Minutes

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, Iowa on Tuesday, March 12, 2024. At 6:00 p.m., Mayor Peters called the meeting to order. The following answered roll: Christensen, McAdon, West, Selby, and Ockerman.

Staff Present: City Administrator Brown, Deputy City Administrator/Finance Director Sandquist, City Attorney Stone, City Clerk Erickson, Accounting Clerk Light, Code Compliance Officer Nichols, Police Chief Book, Public Works Director Overton, Library Director Jayne, Patron Services Manager Puck, and Parks & Recreation Director Schenck

MAYORAL RECOGNITION

- 1.a. Accounting Clerk Emily Light - 5 Years of Service
- 1.b. Patron Services Manager Amy Puck - 5 Years of Service

PUBLIC HEARING

- 2.a. Public Hearing to Approve Plans, Specifications, Form of Contract, and Estimated Total Cost of Improvement - Evans Park Trail Connections Project
Motion by Christensen, seconded by West, to open the public hearing.
Roll: Ayes - Unanimous. Motion Carried.
No written or verbal comments were received.
Motion by Ockerman, seconded by Selby, to close the public hearing.
Roll: Ayes - Unanimous. Motion Carried.

- 2.b. Public Hearing on Amending the Zoning Ordinance of the City of Adel, Iowa by Repealing and Replacing the Southbridge Plat 3 PUD Ordinance for Property Located at the Intersection of Hwy 169 and 302nd Place
Motion by Christensen, seconded by McAdon, to open the public hearing.
Roll: Ayes - Unanimous. Motion Carried.
No written or verbal comments were received.
Motion by West, seconded by Selby, to close the public hearing.
Roll: Ayes - Unanimous. Motion Carried.

- 2.c. Public Hearing on Amending the Zoning Ordinance of the City of Adel, Iowa by Repealing and Replacing the Southbridge Plat 8 PUD Ordinance for Property Located at the Intersection of Hwy 169 and Bradfield Street
Motion by Selby, seconded by West, to open the public hearing.
Roll: Ayes - Unanimous. Motion Carried.
No written or verbal comments were received.
Motion by West, seconded by McAdon, to close the public hearing.
Roll: Ayes - Unanimous. Motion Carried.

COMMENTS FROM THE PUBLIC

- 3.a. Ankeny Sanitation Report - Dave Massey, General Manager
Dave Massey, General Manager of Ankeny Sanitation, gave an annual update on the garbage and recycling collection data for the City of Adel. The knowledge of what to recycle is something that still needs to be widely broadcast to residents. Bagging trash is helpful to avoid loose items being blown into the streets with the wind.

CONSENT AGENDA

- 4.a. Consider Approval of City Minutes Dated February 26, 2024
- 4.b. Consider Approval of February Bills and February 29, 2024 Treasurer's Report
- 4.c. Consider Approval of Resolution No. 24-14, Amending the Temporary Closing of Public Ways or Grounds In Connection With Construction For The Dallas County Administration Building
Motion by Ockerman, seconded by West, to approve the Consent Agenda.
Roll: Ayes - Unanimous. Motion Carried.

DEPARTMENT HEAD REPORT

- 5.a. Council Meetings on Monday, March 25, 2024 at 6:00 p.m. and 6:30 p.m. for Public Hearing and Related Action for Proposed Property Tax Amounts following New Taxpayer Statements for Fiscal Year 2024-2025

OLD BUSINESS

- 6.a. Next Steps on 2024-2025 Goal Setting Session Summary Report Items Using EOS (Entrepreneurial Operating System) Facilitation

Discussion ensued on what the rough proposal from David Hickman, local EOS Facilitator, entailed. Council Member Christensen thought that the facilitator would meet with the staff to understand the process and set expectations. Then, Hickman would meet with the Council to set the large, yet attainable, S.M.A.R.T. goals for the City. Finally, a third session would be for the Department Heads to break down those goals into quarterly goals that could be measured. Council Member West wanted to make sure that all Council and all Department Heads were on board for this process and committed.

Motion by Christensen, seconded by Selby, to direct staff to negotiate with David Hickman for EOS services not to exceed \$3000.00.

Roll: Ayes - Unanimous. Motion Carried.

NEW BUSINESS

- 7.a. Consider Approval of Ordinance No. 403, Amending the Zoning Ordinance of the City of Adel, Iowa by Repealing and Replacing the Southbridge Plat 3 PUD Ordinance for Property Located at the Intersection of Hwy 169 and 302nd Place, City of Adel, Dallas County, Iowa - First Reading

Motion by Ockerman, seconded by Selby, to approve the first reading of Ordinance No. 403.

Roll: Ayes - Unanimous. Motion Carried.

Motion by Ockerman, seconded by Christensen, to waive the second and third readings and adopt Ordinance No. 403.

Roll: Ayes - Unanimous. Motion Carried.

- 7.b. Consider Approval of Ordinance No. 404, Amending the Zoning Ordinance of the City of Adel, Iowa by Repealing and Replacing the Southbridge Plat 8 PUD Ordinance for Property Located at the Intersection of Hwy 169 and Bradfield Street, City of Adel, Dallas County, Iowa - First Reading

Motion by Christensen, seconded by Ockerman, to approve the first reading of Ordinance No. 404.

Roll: Ayes - Unanimous. Motion Carried.

Motion by Christensen, seconded by Ockerman, to waive the second and third readings and adopt Ordinance No. 404.

Roll: Ayes - Unanimous. Motion Carried.

- 7.c. Consider Approval of Resolution No. 24-15, Adopting Plans and Specifications, Form of Contract, and Estimate of the Cost of the Evans Park Trails Connections Project

Motion by Ockerman, seconded by Christensen, to approve Resolution No. 24-15.

Roll: Ayes - Unanimous. Motion Carried.

- 7.d. Consider Approval of Resolution No. 24-16, Budget Transfer (Sewer Utility Fund to General Fund & Southbridge Lift Station)

Motion by McAdon, seconded by Selby, to approve Resolution No. 24-16.

Roll: Ayes - Unanimous. Motion Carried.

7.e. Consider Approval of Resolution No. 24-17, Approving the Engineering Services Agreement Between the City of Adel and McClure Engineering for the Adel Wastewater Treatment Plant Laboratory and Administration Building Project

Motion by Ockerman, seconded by Christensen, to approve Resolution No. 24-17.

Roll: Ayes - Unanimous. Motion Carried.

7.f. Consider Approval of Resolution No. 24-18, Amending the Engineering Services Agreement Between the City of Adel and McClure Engineering for the Adel Evans Park Trail Connection Project

Motion by Christensen, seconded by Ockerman, to approve Resolution No. 24-18.

Roll: Ayes - Unanimous. Motion Carried.

7.g. Consider Approval of Ordinance No. 405, Repealing Chapter 77, Bicycle Licensing - First Reading

Motion by McAdon, seconded by Ockerman, to approve the first reading of Ordinance No. 405.

Roll: Ayes - Unanimous. Motion Carried.

Motion by Christensen, seconded by Selby, to waive the second and third readings and adopt Ordinance No. 405.

Roll: Ayes - Unanimous. Motion Carried.

7.h. Annual Review of City Administrator - Possible Closed Session. The Council May Enter into Closed Session in Accordance with Section 21.5(1)(i) of the Iowa Code, *To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual's reputation and that individual requests a closed session.*

Brown requested a closed session.

Motion by West, seconded by Selby, to enter closed session.

Roll: Ayes - Unanimous. Motion Carried.

Closed session began at 6:38 p.m.

Motion by West, seconded by Ockerman, to exit closed session.

Roll: Ayes - Unanimous. Motion Carried.

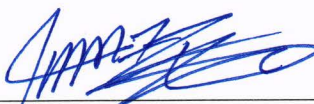
Closed session ended at 7:04 p.m.

OTHER BUSINESS


Mayor Peters thanked Council Member West, the Personnel Chair, for his work on the annual review process.

ADJOURNMENT

Meeting was adjourned at 7:05 p.m.



James F. Peters, Mayor

Attest: 

Carrie Erickson, City Clerk