

Council met in regular session. Members present were: Weston Bishop, Connie Drahos, Kevin Korsmo, Diane Herman, and Tim Harbach. Mayor Pro Tem Kevin Korsmo called the meeting to order at 7:30pm. Also present: Melissa Rammelsberg, City Clerk/Treasurer; Heather David, Deputy Clerk; Lindsay Beaman, City Engineering; Jeff Bessert; Rachel Ireland; Jeremy Wild; Parker Wild; Nick Freeman; Jenny Baker; Brandi Nelson; Tim Downs Mullen; Matt Polansky; Brad Campbell; Keri Campbell; Mart Campbell; Brad Hoepfner; Anita Woodroffe-Setzer; and Mike Jennings, Public Works Department.

Drahos requested amendment to the September 15<sup>th</sup> minutes to be as follows: Korsmo made a motion to approve Resolution #603, a resolution to allow consulting hours to support City Clerk on financial reports at a rate of \$40 per hour up to 100 hours from September 2014 to May 2015 and naming Richard Lange as the consultant, with a second by Harbach. Ayes: Bishop, Herman, Harbach, and Korsmo. Nay: Drahos. Resolution carried.

Herman made a motion, second by Bishop, to approve the Consent Agenda, which consisted of the minutes from September 15<sup>th</sup> with above amendment, September Finance Report and list of bills for approval. Ayes: Bishop, Drahos, Herman, Harbach, and Korsmo. Nay: None. Motion carried.

#### Bills approved:

Alliant Energy	Electric Utility	\$4,810.41
“ “	Electric Utility – Fire Dept	130.72
Altorfer Inc.	Generator Maintenance – 2	2936.00
Atkins Lumber Co.	Fork Lift rent & Street Repair Material	80.80
Atkins Telephone Co.	Fire Dept. Phone Bill	132.83
“ “ “	City Phone Bill	267.94
Benton County Solid Waste	Sanitary Landfill Tipping Fees	557.00
Breedon Tree Service	Tree Removal	2,628.00
Business Radio	Fire Dept Radio Battery Charger	147.00
Payroll	Wages	4,869.76
Firehouse Pyrotechnics	Watermelon Days Fireworks (50%)	2,500.00
Furler Utility Services	Wastewater Testing	360.00
Garage Doors by George	Water Plant Door Maintenance	183.55
G & H Electric	Water Plant Equip Repairs	3,200.50
Havlik Engineering	City Truck Maintenance	94.78
Hawkins	Water Supplies	987.03
Hupfeld Stump Removal	Tree Trimming	75.00
Iowa DNR	Annual Water Use Fee	99.00
Iowa Water Enviro. Assoc	Annual Conference Fees	50.00
John Deere Financial	Water Plant Supplies	19.89
Ken-Way	B Ave/Thompson Storm Sewer	11,268.47
“ “	Pleasant Ct Storm Sewer	8,012.23
“ “	C Ave Storm Sewer	16,963.44
Kirkwood Continuing Ed	Fire Dept Medical Training	240.00
Maguire Iron, Inc.	Water Tower Cleaning & Painting	21,025.00
Mike Jennings	Health Insurance	138.95
Menards	Water Plant Supplies	42.69
Office Express	Office Supplies	56.95
Racom Corporation	Fire Dept. Radio Repairs	166.25

Schimberg Co.	Water Meter Installation Supplies	10.77
Shane Mell	Reimbursement for ditch repair material	1,975.00
Snyder & Assoc, Inc.	Wastewater Treatment Plant Planning	1,535.00
The Depot Express	Fuel	252.98
TruGreen	Lawn Treatment – easement on 3rd Ave	42.00
Mayor & Council Payroll	Wages	2,126.56

Library bills:

Payroll	Wages	\$1,341.12
Cathy Becker	Mileage (64 miles)	35.84
Alliant Energy	Electric Utility	47675
Atkins Telephone Co.	Phone bill	67.17
DP Properties LLC	Janitorial Services	240.00
Nathan Platt	Frames for High School Art work	60.00
Pam Duball	Library Sub	32.63
Pam Duball	Summer Reading Program	300.83

Clerk shared that Resident Larry Gahring had contacted the city about a tree on the street right of way abutting his property that was severely damaged from the storms this summer. Public Works Director Jennings had evaluated the tree and concluded it should be taken down. Gahring had already hired a company to remove the tree, and was asking for reimbursement. Council reiterated that future requests to take down damaged/diseased trees need to come to the city first, and the city can have the tree removed. Herman made a motion to reimburse the entire \$1,400 for the tree removal and clean up, seconded by Drahos. Ayes: Bishop, Drahos, Herman, Harbach, and Korsmo. Nay: None. Motion carried.

Resident Jeff Bessert at 7104 33<sup>rd</sup> Ave shared estimates for tree removal, concrete turnaround installation, and landscaping following installation to resolve his concerns about getting into/out of his driveway. Discussion on the tree removal that the city could help with clean up after removal to keep the costs down. Herman made motion that the city would reimburse the estimate with Jeff working with Joyal for tree removal without clean-up & for first available on the concrete pouring, and will help with landscaping with the “how” to be discussed at a later time, seconded by Drahos. Ayes: Bishop, Drahos, Herman, Harbach, and Korsmo. Nay: None. Motion carried. Discussion ensued about the timing in the season to get the work done and the need to have trees removed first before the concrete could be poured. Herman amended her motion to allow for any tree removal vendor as long as it does not exceed \$810 without clean-up & concrete pouring to be around \$6,000 and will help with landscaping with the “how” to be discussed at a later time, seconded by Harbach. Ayes: Bishop, Drahos, Herman, Harbach, and Korsmo. Nay: None. Motion carried.

Mayor Becker arrived.

Bessert raised that he was still working to obtain an estimate for the asphalt extension of his drive to the north to connect to the new private road. Council requested Jeff to obtain an estimate for a decision at the next meeting.

Resident Rachel Ireland at 92 2<sup>nd</sup> Ave shared that she had contacted City Hall when they moved in 2011, but had not gotten a bill until 2014. The bill in 2014 included all the prior water usage up to that point, and she requested the back debt to be forgiven. With the retirement of the prior clerk, Council requested tabling the discussion until additional information could be obtained to make a fair decision. Herman made a motion to table

discussion until the next meeting, seconded by Drahos. Ayes: Bishop, Drahos, Herman, Harbach, and Korsmo. Nay: None. Motion carried.

Clerk gave an update on delinquent water bill accounts, and advised, per instruction by the Council, that water to several residents will be shutoff on Oct 7<sup>th</sup> and a \$25 reconnect fee would have to be paid with an initial or complete payment to get it turned on.

Engineer Beaman shared an update that a majority of the work for the 71<sup>st</sup> and 33<sup>rd</sup> Realignment Project is complete. A walkthrough should be scheduled this week to create the final list of items to complete before acceptance. The guardrail should be installed this week, and city attorney recommends continuing with installation.

Engineer Beaman shared that Waste Water Treatment Planning is still in progress with DNR. Korsmo raised a question on impact to the timelines with the continued delays. Beaman advised that she continues to work with the DNR and does not believe additional action is required now.

Engineer Beaman shared the engineering contract for the Parkridge Sidewalk Project is ready for signature. Clerk shared an update on the effort to begin fundraising for the grant with a letter drafted along with pledge forms and planning for two Open House opportunities for the community to learn more about the project. Herman made a motion to approve the engineering contract for the Parkridge Sidewalk Project, seconded by Korsmo. Ayes: Bishop, Drahos, Herman, Harbach, and Korsmo. Nay: None. Motion carried.

Engineer Beaman shared that on the Ridgeview 5<sup>th</sup> Addition the depth of the saw cuts were not to specification and could have caused the street cracking. Core samples could be taken to determine the reason for the cracking. Council requested Ralston be requested to find the cause of the cracking and to have the street repaired under the performance bond. Drahos made a motion to have the Clerk and Engineer send a letter to Ralston requesting the above stated action, seconded by Harbach. Ayes: Bishop, Drahos, Herman, Harbach, and Korsmo. Nay: None. Motion carried.

Engineer Beaman shared the preliminary plans revision to the High Point Drive drainage easement. Mayor requested Beaman to get cost estimates for the plans by the next meeting. Brad Campbell, resident at 613 High Point Drive, asked if there could be some of the water drained to the east side of their property. Council advised there is no easement currently on the east side as that final plat for the land has not been developed. Mart Campbell from Newhall asked if a Y type drainage could be put in the back to help channel the drainage to the beehive. Engineer Beaman discouraged this as it could draw more water than currently flowing into that area, and the beehive/storm sewer was not designed for more drainage than what was originally planned. Korsmo made a motion for the Engineer to gather cost estimates and review the plan with the abutting residents before the next meeting, seconded by Harbach. Ayes: Bishop, Drahos, Herman, Harbach, and Korsmo. Nay: None. Motion carried.

Resident Keri Campbell shared she was able to get drainage plans on their lot from Hall & Hall. She also shared that she had contact information for a resource at Hall & Hall since the plan originators were no longer with the company. Mayor Becker asked for those to be shared with the Clerk and Engineer.

Resident Nick Freeman of 405 A Avenue shared concerns with ditch height from the drainage off the field through the soccer fields by the walking trail. Council requested Engineer and

Public Works Director look into if any changes could be made and make a suggestion at the next meeting.

Engineer Beaman requested approval of Payment Request #2 for 71st & Parkridge Ave Realignment and Cardinal Avenue Realignment. Korsmo made a motion to approve payment seconded by Harbach. Ayes: Bishop, Drahos, Herman, Harbach, and Korsmo. Nay: None. Motion carried.

Public Works Director Jennings shared that he and Engineer Kelli Scott do not recommend filling in the ditch at 502 Circleview due to location at the bottom of the drainage area. Jennings shared additionally he and Scott recommend for 501 Circleview Drive to remove the retaining wall and widen the bottom of the ditch to help reduce the amount of wash out. Clerk will contact the homeowners to share the recommendation.

Council considered three estimates for lawn care of the city properties from TruGreen, Linn Coop, and O'Grady Chemicals. Drahos made a motion to have Linn Coop do the lawn treatment in the future. Motion failed due to lack of a second. Council discussed if Linn Coop service would be offered out of Newhall, but were unsure if it would be out of Newhall or Marion. Korsmo made a motion to stay with the current provider, TruGreen, seconded by Harbach. Ayes: Bishop, Drahos, Herman, Harbach, and Korsmo. Nay: None. Motion carried.

Council considered a proposal to purchase new Christmas decorations. Proposal was to purchase seven new decorations this year and an additional seven next year to complete the number needed for Main Avenue. Atkins Community Club has agreed to pay 50% of the cost to purchase seven decorations. Drahos made a motion to purchase seven of the lighted tree decorations in LED for a total of \$1,792, seconded by Herman. Ayes: Bishop, Drahos, Herman, Harbach, and Korsmo. Nay: None. Motion carried.

Council discussed the City Clerk's request to increase the number of hours per week for the Deputy Clerk. Clerk cited the increase in walk-in and phone calls with location with the Library, and trying to document City Hall process improvement and documentation efforts. Council also discussed a transition in workload for the website to have the Deputy Clerk take more responsibilities and having a monthly city newsletter distributed electronically. Clerk shared that the budget included 20 hours per week for the Deputy Clerk. Korsmo made a motion to increase the Deputy Clerk's hours from 40 hours per month to 20 hours per week, seconded by Bishop. Ayes: Bishop, Herman, Harbach, and Korsmo. Nay: Drahos. Motion carried.

Harbach shared that the work on the 71<sup>st</sup> and 33<sup>rd</sup> Realignment turned out very nice.

Drahos shared that residents are in attendance to share concern for the speed that vehicle's travel on Cardinal Ave. Council requested the Clerk to ask the sheriff to increase patrol in the area. Residents will look into purchasing the green turtle with a slow sign to place on their properties. Residents asked about a temporary speed bump. Council advised these are discourages due to maintenance costs.

Bishop shared that he has found a company that may be willing donate about 9,000 cubic yards of dirt to the Parkridge Sidewalk Project, and will need an assessment. Clerk will work with Engineer Beaman to have Snyder & Associates complete this assessment.

Mike Jennings shared that the city wide clean-up was a success this year.

On motion by Bishop, second by Harbach, voted to adjourn. Ayes: Bishop, Drahos, Herman, Harbach, and Korsmo. Nay: None. Motion carried. The next regular council meeting will be on Monday, October 20, 2014 at City Hall, 480 3<sup>rd</sup> Avenue, starting at 7:30 PM.

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David Becker, Mayor

ATTEST: \_\_\_\_\_  
Melissa Rammelsberg,  
City Clerk/ Treasurer