

SERGEANT BLUFF, IOWA

City Council Minutes

Council Chambers, 5:30 PM

April 10, 2018

I. MAYOR/MAYOR PRO-TEM TO CALL THE MEETING TO ORDER:

Attendee Name	Title	Status	Arrived
Ron Hanson	Mayor Pro Tem	Present	
Bill Gaukel	Assistant Mayor Pro Tem	Present	
Jim Linafelter	Council Member	Present	
Nicole Cleveland	Council Member	Present	
Carol Clark	Council Member	Present	
Jon Winkel	Mayor	Absent	

2. Pledge of Allegiance & a Moment of Silence

II. APPROVAL OF THE AGENDA:

Motion by Ron Hanson second by Carol Clark to Approve the Agenda. Motion Carried.
[Unanimous]

III. APPROVAL OF THE MINUTES:

1. Approve the March 27, 2018 Regular Meeting

Motion by Carol Clark second by Nicole Cleveland to Approve City Council - Regular Meeting - Mar 27, 2018 5:30 PM. Motion Carried. [Unanimous]

IV. CITIZEN'S INPUT:

V. CONSENT ITEMS:

A. Approval of the Bills:

1. Bills: Check numbers 75193 to 75266 in the amount of \$58,524.75

Jim had a couple questions: The check for JEO Consulting, Aaron noted that was for the reapplication for the Iowa distressed workforce housing designation, which is required in the development agreement with Lloyd Companies; Check for Barnes and Noble, Aaron mentioned those charges were for the school portion of the Library funds and not The Library Project; Check regarding nuisance abatement cleanup, Jim was informed that was costs for the letter regarding ordinances that was sent out to the entire community; and the last question was regarding the \$13,500 for dome modification, Aaron stated that was for the additional water tower repairs to address Iowa DNR drinking water standards.

ABSOLUTE SCREEN ART	JERSEYS/SHIRTS	989.00
ABT MAILCOM	CITY ORDINANCE MAILING	1,161.30
ABT MAILCOM	CUSTOMER NOTICES	306.75
ABT MAILCOM	MAR 2018 BILL & MAIL PROCESSING	1,446.64
ACE ICE	ICE MACHINE RENTAL	130.00
ADVANCED SYSTEMS INC	COPIER LEASE	854.91

AIRGAS USA LLC	OXYGEN	53.62
ALEXANDER, KEVIN	RURAL WATER DEPOSIT REFUND	500.00
AMERICAN WATER WORKS ASSOC	2018/2019 MEMBERSHIP	360.00
ANALYTICAL & CONSULTING SVCS	TESTING SERVICE	91.25
APPEARA	CLEAN LINENS/MATS/UNIFORMS	295.28
AVAYA FINANCIAL SERVICES	TELEPHONE SYSTEM	124.82
BARNES & NOBLE	LIBRARY BOOKS	394.34
BENTSON PEST MANAGEMENT	PEST CONTROL/POLICE STATION	40.00
BOLTON & MENK	LEGAL EXPENSES	5,265.00
BOMGAARS	EQUIPMENT/SUPPLIES/TRIPODS	539.52
BOOK, GREGORY	RURAL WATER DEPOSIT REFUND	500.00
BOUND TREE MEDICAL LLC	BATTERY	159.99
BURKE ENGINEERING SALES	DOOR HARDWARE	425.00
CENTURY BUSINESS PRODUCTS	CONTRACT INVOICE	189.38
CHESTERMAN COMPANY	DRINKING WATER EXPENSE	6.00
CHRISTENSEN, KYLEE	REFEREE/15.5 GAMES @ 10.00	155.00
CINTAS	SUPPLIES	57.73
CITY OF SIOUX CITY UTILITIES	WATER PURCHASE	5,222.40
CLAREY'S SAFETY EQUIPMENT	DOOR WEDGES	75.00
DELL FINANCIAL SERVICES	COMPUTER LEASES	194.75
DGR	2018 WATER SYSTEM IMPROVEMENTS	7,462.00
DIAMOND VOGEL PAINT CENTER	PAINT	417.88
EA TANKS INC	ROOF/DOME MODIFICATION-WTR TWR	13,575.00
EAKES OFFICE SOLUTIONS	JANITORIAL SUPPLIES	59.00
FAREWAY	PROPANE/SUPPLIES	150.37
FEDEX	SHIPPING	100.88
GATES, CYNTHIA	RURAL WATER DEPOSIT REFUND	500.00
GCR	VEHICLE REPAIR	91.00
HAWKINS WATER TREATMENT	CHEMICALS	3,664.43
HUNTLEY, MARK	REIMBURSE FOR PARKING EXP	24.00
INDEPENDENCE WASTE	PORT TOILET RENT	477.50
IOWA LEAGUE OF CITIES	IMFOA SPRING CONFERENCE	175.00
JACKS UNIFORMS AND EQUIP	CLOTHING ALLOWANCE	351.39
JEO CONSULTING GROUP INC	HOUSING STUDY UPDATE	500.00
KNIFE RIVER MIDWEST LLC	COLD MIX ASPHALT	226.80
LONG LINES LLC	TELECOMMUNICATION EXPENSE	2,054.60
M & T FIRE AND SAFETY INC	WIDGETS	96.00
MATHESON TRI-GAS INC	PROPANE	17.36
MCCLURE ENGINEERING CO	STORM WATER STUDY	1,960.00
MENARDS-SIOUX CITY	LED LIGHTS	34.99
MID-STATES ORG CRIME	2018 MEMBERSHIP DUES	100.00
PIONEER AUTO	VEHICLE MAINTENANCE	348.45
POWERPLAN	VEHICLE REPAIR	76.53
QUICK LANE TIRE & AUTO CENTER	PARTS INVOICE	96.39
SAM'S CLUB	SUPPLIES	52.94
SBL BOYS SOCCER	HS BOYS SOCCER CAMP	305.00
SBL GIRLS SOCCER	HS GIRLS SOCCER CAMP	230.00
SERGEANT BLUFF FOOD PANTRY	MAY 2018 FOOD PANTRY EXP	800.00
SIOUXLAND REGIONAL TRANSIT SYS	SENIOR CENTER TRANSPORTATION	396.00
STANARD & ASSOCIATES	POLICE SELECTION TESTS	52.00
THE SIGN SHOP	SIGNS	220.00
THOMPSON AUTOMATION & SPEC	SERVICE	204.15

TIME MANAGEMENT SYSTEMS	KEY FOBS	189.50
TNT SALES AND SERVICE	VEHICLE MAINTENANCE	384.95
TRANS-IOWA EQUIPMENT	TRANSDUCER	207.48
TRAUM, TODD	MAR 2018 JANITORIAL SERVICES	208.00
UTILITY EQUIPMENT COMPANY	EQUIPMENT	30.60
VAN METER INDUSTRIAL INC	ELECTRICAL SUPPLIES	1,032.65
VEENSTRA & KIMM INC	ENGINEERING SVCS	303.18
VISA CARD	FLIGHT/FUEL	674.65
VISA CARD	GRANT TRAINING/MEETING EXP	382.61
VISA CARD	EQUIP/FUEL/MEMBERSHIP	459.61
VISA CARD	OFFICE SUPPLIES	91.92
VISA CARD	TRAINING EXPENSE	21.58
WAHLGREN, KELSEY	REMAINING ELECTRIC DEPOSIT REFUND	53.53
WESTERN IA TECH COMM COLLEGE	PROTECTIVE SERVICES CLASS	90.00
ZEE MEDICAL SERVICE	FIRST AID KIT SUPPLIES	37.15

Motion by Jim Linafelter second by Bill Gaukel to Approve Bills: Check numbers 75193 to 75266 in the amount of \$58,524.75. Motion Carried. [Unanimous]

B. Approval of Financial Reports:

1. Approval of Financial Reports

Motion by Jim Linafelter second by Bill Gaukel to Approve Approval of Financial Reports. Motion Carried. [Unanimous]

VI. DISCUSSION/ACTION ITEMS:

1. Council Discussion to Authorize Hiring of Temporary Inspector

Aaron Lincoln described calls to identify options for third party rental inspections and interim building inspections. After reaching out to home inspectors and City of Sioux City, Sioux City recommended a retired inspector that lives in Sergeant Bluff. Mark Huntley and Aaron Lincoln reached out to this gentleman, Carey Anderson. Carey is interested in helping the City with plan review, residential construction inspections, training for the new hire and will look at our processes to potentially modify to benefit the department. Carol asked if the hours are going to be capped at a certain level. Aaron noted that Carey wants to limit the hours he is willing to give to the City and is not looking for full time. Aaron and Jason Kvidera are struggling to find options for third party rental inspections. Jim recommends waiting until the new inspector is hired to begin rental inspections versus paying the additional to outsource.

2. RES 18-16 Authorize Hiring and Set Compensation for Temporary Part Time Building Inspector

Motion by Bill Gaukel second by Carol Clark to Adopt RES 18-16 Authorize Hiring and Set Compensation for Temporary Part Time Building Inspector. Motion Carried. [Unanimous]

3. Discussion and Potential Action Regarding 1st Street Improvements

Aaron talked about the possibility of overlaying First Street east of Vandenberg to Lakeport. It is estimated that \$50,000 would cover a 2-inch asphalt surface. Existing road

use tax fund surplus is needed to cover additional quiet zone funds. Aaron is asking council if this is something to pursue. Discussion of using Camelot funds which are being put aside each year toward a large scale overlay project. Council agreed provided those funds are replaced in full in future years. City staff to bring back a proposal at a later date.

4. Council to Approve New Fire Department Member: David Brown

David Brown is a current member in Salix that is moving to Sergeant Bluff. Fire Department accepted the application.

Motion by Ron Hanson second by Jim Linafelter to Approve Council to Approve New Fire Department Member: David Brown. Motion Carried. [Unanimous]

5. Approval of Liquor License: Circle S Bluff Stop

Motion by Bill Gaukel second by Carol Clark to Approve Approval of Liquor License: Circle S Bluff Stop. Motion Carried. [Unanimous]

6. 50th Anniversary Municipal Home Rule Proclamation

Assistant Mayor Pro-Tem Gaukel read the proclamation into the record.

7. Annexation Utility Update and Discussion

Aaron summarized the attached document to update previous council concerns. Jim asked about cost going from main line to house. 2184 Old Hwy 75 is the address in question. Aaron mentioned its about \$1500-\$2000 per house hook up from main to house. Costs would be less if the line is run from Serenity Point cul de sac. The council would like to know if they plan on hooking up and if they are willing to allow the city on this property to run the pipes. Aaron has been directed to figure out costs and best route for future growth and update council.

8. Council Approval of New Planning & Zoning Members

Nicole Garber and Wayne Johnson are proposed to fill two current vacancies. Mayor and Aaron have interviewed the candidates.

Motion by Carol Clark second by Ron Hanson to Approve Council Approval of New Planning & Zoning Members. Motion Carried. [Unanimous]

VII. RESOLUTION(S):

VIII. ORDINANCE(S):

1. ORD 666 Amending Zoning Map - Water Treatment Plant (Final Reading)

Motion by Ron Hanson second by Carol Clark to Adopt ORD 666 Amending Zoning Map - Water Treatment Plant (Final Reading). Motion Carried. [Unanimous]

2. ORD 667 Amending Chapters 136 and 170 Related to Sidewalks

Motion to approve with the verbiage to state "5 or less lots LEFT TO BE sold".

IX. DEPARTMENT HEADS' REPORTS:

A. Parks & Receptions:

Aaron Hughes presented for the department and updated regarding current programs. Adult Prom is this weekend. This Saturday is the Live Healthy Iowa 5K run, 68 currently registered. Sioux City usually has 58-65. Sports Engine website for online registration is almost up and running. Big thanks to Mike Bennett and Jessie Vogt from Public Works for getting lights at the community center updated. Also, big thanks to Mark and his public works department getting started at Bishop Field. Council thanks Aaron for bringing new ideas and youthfulness to the department.

B. Public Works: No report.

C. Police Department:

Chief Pack presented his statistics. Officer Eric Fay has passed his ILEA certification and is preparing his K9 partner. Hopeful that by June the city will have a K9 unit active.

D. Finance:

Jason Kvidera discussed training that he has been to and will be completing. Budget amendment process will begin soon. Jason updated council on the process for the Great Places designation.

E. Fire Department:

The Fire Department is looking at grants that will help with the bunk house process and man power to stay over nights. The FEMA grant for air packs was not awarded to the department and the department will review and try again in October. Carol went over some of the training the department has gone through. Carol mentioned that the training tower will be painted in the spring.

F. Library:

Carol Clark mentioned that the board is having a special meeting tomorrow to hire a Library Director and next week the state library director will be attending the board meeting.

X. ADMINISTRATOR'S REPORT:

Aaron mentioned that Bishop Field work has begun for the basketball courts. KP Construction is ready to get it poured. Kudos to Public Works staff that has the skill set to help with these type of projects. Aaron will be in Washington D.C. next week for the Siouxlant Chamber trip. Aaron updated the council on the good cooperation between City staff and Oak Hills, things are going very well. Carol and Aaron had a citizen come in to express concern after watching the video from last meeting regarding Oak Hills; they felt it came off as harsh and authoritative and wondered if that attitude would trickle down to other rental properties. The citizen wanted to make sure City Council and staff remember where they came from and try to work together with people rather than adversely. Nicole knows what it feels like since she grew up in Oak Hills but

also knows that people should be able live in acceptable conditions. Bill hopes the citizen understands that the primary focus was ownership not residents. The council is not out to target anyone specifically but there is a standard that the council is trying to uphold. Ron applauded the council for being robust in getting the situation in a better position, like many years before under other ownership.

XI. COUNCIL MEMBER'S REPORTS & COMMENTS:

Carol has had a few discussions over the last week about number of animals that should be allowed at a residence along with noise nuisances. Driving by on First Street looking at Kiwanis holding pond, what are the liabilities if someone trips, falls etc in the pond. Bill recapped something the previous Mayor stated that a lot of communities have ponds and water and you can't protect everything or everyone. Jim talked with Rob High at Oak Hills, continue to give praise for the work he is doing. Bill picked up a plaque for the 2017 Siouxland Site Selection community award. Bill stated there is some taxation available for drainage ditch work that needs to be addressed. Concerns with regards to social media use - Bill commends staff with handling it appropriately but just stating city facts.

XII. MAYOR'S REPORT:

XIII. FYI ITEMS:

XIV. ADJOURNMENT:

Motion by Clark second by Linafelter to adjourn meeting. Motion Carried. The meeting was adjourned at 6:53 pm.

Mayor/Mayor Pro-Tem

Attest:

Michelle Colvert, City Clerk