

(Subject to Approval)  
**CITY OF SWISHER, IOWA**  
**CITY COUNCIL MEETING MINUTES**  
**JANUARY 14, 2019**

**REGULAR CITY COUNCIL MEETING**

**Call To Order:** Mayor Christopher Taylor called the Swisher Council Meeting to order at 7 p.m. at Swisher City Hall, Swisher, Iowa on January 14, 2019.

**Council Present:** Mary Gudenkauf, Jerry Hightshoe, Rebekah Neuendorf, James Rowe, Mike Stagg.

**Also Present:** City Clerk/Finance Officer Tawnia Kakacek, Public Works Superintendent Rodney McNeal, Librarian Laura Hoover, City Engineer Tim Cutsforth, Johnson County Board of Supervisors Rod Sullivan and Janelle Rettig, Johnson County Sheriff Lieutenant Brian Adolph, Michael Hart—Northland Public Finance, Norm Neal, Glen Heims, Alicia & Kim Patik, Ginny Svec, Gene Beard.

**Consent Agenda:** Mayor noted the appointment for fire department representative needs to be filled. Motion by Stagg, seconded by Gudenkauf to approve Resolution 2019-01 appointing Jerry Hightshoe as council representative for fire department. Roll call vote. All ayes. Motion carried. After review and discussion, Hightshoe moved, seconded by Neuendorf to approve the Consent Agenda consisting of: Agenda; 12-10-18 and 12-21-18 Meeting Minutes; updated List of Claims; December 2018 Clerk/Treasurer Report and Utility Billing Audit Report; Class C Liquor License, Outdoor Service and Sunday Sales for Club 671 Inc.; Class B Native Wine Permit, Outdoor Service and Sunday Sales for Vault Boutique LLC; notice of opening for county representative on Swisher Library Commission. Roll call vote was taken. All ayes. Motion carried.

**Citizen Comments:** Gene Beard asked the sheriff department to be more aggressive on parking violations in the No Parking Zones. Beard also requested to have “No Parking” sign installed on Summit Avenue on the east side of Kava House. He stated there use to be “No Parking” sign there before the car wash was built.

**Reports:**

**Sheriff:** Alicia Patik asked Lieutenant Adolf if they can get drivers to slow down on Swisher View Drive by her new house.

**Library:** Librarian Hoover reported the following: she was recertified as Certified Librarian; next week, there will Seniors Bingo for chocolates; next Monday afternoon youth will do day of service with making fleece blankets; she is waiting for the appointment of county representative for library board.

**Engineer:** Engineer Cutsforth reported the following: Division Street plans are behind due to not receiving the county survey map and thinking maybe one section of plans be done in the fall and the other section next year; inquired on the capital improvement plans about the timeline for city shop building on 3<sup>rd</sup> Street and asked Neuendorf if he could get the plans from the Downtown Group. Neuendorf will get the information to him and council will discuss the shop building in detail at future meeting.

**Mayor:** Mayor Taylor reported the following: thanked residents for voting at the special election; thanked Chester Schulte for the handmade gavel given to the City and a thank you letter will be sent; budget meeting next week; and will be attending Johnson County EMA, Assessor Conference Board, and MPO meetings.

**Council:** No report.

**Employees:** McNeal reported the following: Ken-Way is televising and cleaning sewer lines; sludge will be hauled tomorrow. Kakacek reported the following: completed w-2s and 1099s and filed; working on budget and packets will ready by Friday; need council code books to insert updates.

**Reports:** Council reviewed Parks & Recreation January 8, 2019 Minutes.

## **BUSINESS:**

### **Discuss Division Street Project with Johnson County Board of Supervisors Representatives:**

Rod Sullivan stated they planned to redo 120<sup>th</sup> Street on both the east and west side of Swisher to the Iowa County line. Michael Hart of Northland Public Finance explained the financial aspects for Division Street Project and city's debt limit. Janelle Rettig noted the county could delay one side of the project if that would help the city financially. She noted construction costs go up 8-12% a year so may not want to delay the project or part of it. She expressed concern about letting project go into late fall. Sullivan noted the county could consider loaning the city part of the money for the project. Hart noted even if the county lends the city the funds, it would still go against the city's debt limit. Ginny Svec expressed concern on not knowing cost of Division Street. Engineer Cutsforth had presented estimated costs and county engineers have reviewed and agree with these estimates. Cutsforth noted doing the project with the county will help keep cost down. Sullivan and Rettig were glad to work with the City on this project.

### **Resolution No. 2019-02—Fix Public Hearing Date to Enter Loan Agreement for Division Street**

**Project:** After discussion, Gudenkauf moved, seconded by Stagg to approve Resolution No. 2019-02 entitled "RESOLUTION TO FIX A DATE FOR A PUBLIC HEARING ON PROPOSAL TO ENTER INTO A GENERAL OBLIGATION CORPORATE PURPOSE LOAN AGREEMENT AND TO BORROW MONEY THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$3,500,000" for February 11, 2019 at 7 p.m. at Swisher Council Chambers for Division Street Project. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Resolution No. 2019-03 passed.

**Set Public Hearing Date to Adopt 2018 IBC:** Mayor noted that Johnson County Building has adopted these codes and the city uses the county for building inspections. Motion by Stagg, seconded by Gudenkauf, to set public hearing date to adopt the International Building Code 2018 and International Residential Code 2018 with local amendments for February 11, 2019 at 7 p.m. at Swisher Council Chambers. Roll call vote was taken. All ayes. Motion carried.

**Form Water Exploration Committee:** Stagg stated he would like the council to get more information about water with some work sessions before creating a committee. Hightshoe stated he would like to see a concept study committee on water and see if there is even interest of having city water. He noted to get people on this committee it would be published and appointed. Rowe would like to have 2 council representatives on committee with other residents, etc. Norm Neal volunteered to be on the committee. Engineer Cutsforth noted the city would need to decide how much control they want over water. After discussion, Hightshoe moved, seconded by Rowe, to put on February 11, 2019 agenda to appoint two council members to be on this Water Exploration Committee. Other members could be appointed at later time. Roll call vote was taken. All ayes. Motion carried.

**Swisher View Drive Repair:** Alicia Patik noted per her letter that she will be repairing Swisher View Drive in front of her house in the spring once the construction is complete. After discussion and review of Patik's letter, Gudenkauf moved, seconded by Hightshoe, based on additional information, to approve repairs on Swisher View Drive will commence as soon as feasible upon the completion of construction. Roll call vote was taken. All ayes. Motion carried.

**Service UV Lights:** McNeal noted he still has not received detailed quote and could be on February 11th agenda. He will contact City of Oxford and see who did their work. Mayor asked if there are any other companies that do this type of repair at sewer plant and McNeal stated no other companies that he is aware of. McNeal noted the UV lights need to be installed by March 15<sup>th</sup>.

**3<sup>rd</sup> St. Shop Windows:** McNeal requested to board up the shop windows on 3<sup>rd</sup> Street to help save on utilities and the windows are in bad shape. Council gave consensus to board up windows.

**Pave Castek Park Trail:** McNeal noted he received one bid and the other two bids should be here by Monday. Rowe moved, seconded by Neuendorf to postpone consideration of bid to pave Castek Park until February 11<sup>th</sup> Council Meeting. Call for vote. All ayes. Motion carried.

**Resolution No. 2019-03-Hire Part-Time Maintenance Worker:** After review and discussion of applications and based on the Veterans Preference Law, Rowe moved, seconded by Stagg to approve Resolution No. 2019-03 entitled “A RESOLUTION AWARDING POSITION AND SETTING THE SALARY FOR PERMANENT PART-TIME MAINTENANCE POSITION FOR THE CITY OF SWISHER, IA” to Gary Palas at \$15.00 per hour. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Resolution No. 2019-03 passed.

**Resolution No. 2019-04-Approve Investment Policy:** City Clerk Kakacek noted this policy is to be reviewed annually and she changed the name of bank and increased the total deposit capacity amount due to possible bonding for Division Street Project. After review and discussion, Gudenkauf moved, seconded by Stagg to approve Resolution No. 2019-04 entitled “A RESOLUTION AUTHORIZING THE COUNCIL TO APPROVE AN INVESTMENT POLICY FOR THE CITY OF SWISHER”. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Resolution No. 2019-04 passed.

**Correspondence:** Council reviewed city attorney letter of increased rates and email from IDNR looking for nominations of tree volunteer, project or program. December 2018 Sheriff’s Report; holiday cards received; December & January Cityscapes were on the council table for review.

**Adjournment:** Motion by Stagg, seconded by Neuendorf to adjourn. Call for vote. All ayes. Motion carried. Meeting adjourned at 8:53 p.m.

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Tawnia Kakacek, City Clerk/ Finance Officer

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Christopher Taylor, Mayor