

(Subject to Approval)  
**CITY OF SWISHER, IOWA**  
**CITY COUNCIL MEETING MINUTES**  
**JANUARY 8, 2018**

**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 8, 2018.

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

**Also Present:** City Clerk/Finance Officer Tawnia Kakacek, Public Works Superintendent Rodney McNeal, City Attorney Mark Parmenter, City Engineer Tim Cutsforth, Johnson County Sheriff's Deputy Wisman, Jeff Merrell, Jeff Quint-Cedar Ridge Winery.

**Consent Agenda:** Mayor Taylor noted we need a councilperson to be the fire department liaison for 2018. Motion by Gudenkauf, seconded by Stagg to have Jerry Hightshoe as fire department liaison. Call for vote. All ayes unless otherwise noted. Absent: Neuendorf. Motion carried. After review and discussion, Stagg moved, seconded by Gudenkauf, to approve the Consent Agenda consisting of: Agenda; December 11, 2017 Meeting Minutes; updated List of Claims; December Clerk/Treasurer and Utility Billing Audit Reports; Resolution No. 2018-01 appointing City Attorney and Fire Department Representative; Resolution No. 2018-02 appointing members to Library Board, Planning & Zoning Commission, and Board of Adjustment; Approve Class C Liquor License, Outdoor Service and Sunday Sales for Club 671 Inc.; notice of openings for Planning & Zoning Commission and Parks & Recreation Commission. Roll call vote was taken. All ayes unless otherwise noted. Absent: Neuendorf. Motion carried.

**Citizen Comments:** Jeff Quint of Cedar Ridge Winery noted he has having MidAmerican installing gas line to the Winery which will be connected from Swisher's gas lines. He is asking council if they would consider Cedar Ridge Winery connecting to city sewer line having it in the same trench below the gas line to be installed which cut costs. The sewer line would be used only for restrooms and kitchen. Council directed city engineer to present cost estimates for sewer connection at next regularly scheduled council meeting.

**Reports:**

**Sheriff:** No report.

**Library:** Mayor Taylor reported the Swisher Library held Libraries of Johnson County Legislative Reception in January with several librarians, him, Gudenkauf, and others attending with Kava House catering. It was a good turnout.

**Engineer:** Engineer Cutsforth stated he updated the zoning map, reviewed R-O-W Permit.

**Mayor:** Mayor stated he attended the Johnson County Board of Supervisors meeting regarding the RTL rezoning request that was within the 2-mile fringe area. He noted the Board of Supervisors voted 3-2 in favor of the original request to rezone to light industrial and not the recommendation of the Review Committee (two city council members and two supervisors) to rezone to highway commercial.

**Council:** No reports.

**Employees:** McNeal reported the following: will be taking down the Christmas lights this week; installed boards on windows to reduce heat costs and fixing frozen water line at the 3<sup>rd</sup> Street building. Gudenkauf thanked him for covering the windows and noted she doesn't want to put a lot of money into that building as not sure what is the long-term usage for the building. Kakacek reported the following: if any council members want to attend the Municipal Leadership Academy Parts 1 or 2 let her know and she will sign them up; ECICOG was going to send reminder letter to local businesses about Swisher Revolving Loan Program; will be meeting with USDA and city insurance company later this month; Xmas trees will be picked up tomorrow instead of today; and need council code books for updates. Council reviewed 12-18-17 Planning & Zoning Minutes.

**BUSINESS:**

**City Attorney Addresses Council:** City Attorney Mark Parmenter thanked Council for reappointing him as city attorney. He went over the roles of the city attorney and council; open and closed meeting rules; conflicts of

interest, gift law, council votes; recommended council to attend the Iowa League of Cities MLA, review his invoices to see work he has done for the city, etc.

**Set Public Hearing Date to Adopt Jake Brake Ordinance:** City Attorney Parmenter presented draft of jake brake ordinance. Gudenkauf noted this was brought up due to truck on noises Division Street. After review and discussion, Gudenkauf moved, seconded by Rowe, to set public hearing to consider adopting jake brake ordinance for February 12, 2018 at 7 p.m. at city hall. Roll call vote was taken. All ayes unless otherwise noted. Absent: Neuendorf. Motion carried.

**Rose Avenue and 4<sup>th</sup> Street Drainage:** McNeal noted cost estimates to fix drainage issue of Rose Avenue and 4<sup>th</sup> Street would be ready at next regularly scheduled council meeting.

**Repair City Shop Building Behind City Hall:** McNeal noted the city shop garage door and walls were in need of major repair. After review of quotes for concrete repair and wall repair, Gudenkauf moved, seconded by Rowe to approve quotes of \$2,840 from H.F. Hartin Construction and \$1,625 from Grolmus Construction for repair of city shop building behind city hall. Roll call vote was taken. All ayes unless otherwise noted. Absent: Neuendorf. Motion carried.

**Resolution Approve Preliminary/Final Plat of Merrell Corner Subdivision:** After review of plat and recommendation of approval from Swisher Planning & Zoning, Stagg moved, seconded by Rowe, to approve Resolution No. 2018-03 entitled “APPLICATION OF JEFF MERRELL REQUESTING PRELIMINARY AND FINAL PLAT APPROVAL OF MERRELL CORNER SUBDIVISION (Within the 2-Mile Fringe Area Agreement)”. Roll call vote. Ayes: Gudenkauf, Hightshoe, Rowe, Stagg. Nays: None. Absent: Neuendorf. Resolution No. 2018-03 passed.

**E-Mail Utility Billing Software:** Kakacek presented information to purchase E-Mail Utility Billing software. After discussion, Stagg moved, seconded by Hightshoe, to approve purchase of Data Tech E-Mail Utility Billing software and training at a cost of 642.50 plus annual license and support of \$100.00. It was noted this will save on postage, time, forms, etc. Roll call vote was taken. All ayes unless otherwise noted. Absent: Neuendorf. Motion carried.

**Review Investment Policy:** Kakacek noted this should be reviewed annually. There were no changes. Council reviewed current Investment Policy and made no changes.

**Set Date to Visit Sewer Plant and Review Comprehensive Plan and Goal Setting Report:** After discussion, council set March 26, 2018 at 5:30 p.m. to visit the sewer plant and to review the Comprehensive Plan and Goal Setting Report after the sewer plant visit.

**Set Public Hearing Date for 2017-18 Budget Amendment:** Kakacek presented list of areas to amend the current budget. After discussion, Stagg moved, seconded by Rowe, to set public hearing for 2017-18 Budget Amendment for February 12, 2017 at 7 p.m. at City Hall. Call for vote. All ayes unless otherwise noted. Absent: Neuendorf. Motion carried.

**Certificates of Appreciation:** Certificates of Appreciation were issued to Lori Wiles for 10 years of service on Swisher Planning & Zoning Commission and Dave Chalupsky for 17 years of service on the Swisher Parks & Recreation Commission.

**Correspondence:** Council reviewed letter from Katheryn Birky regarding the changed City-Wide Garage Sale date. It was recommended to respond to her by letter and the city will look into her concerns. Right-of-Way Permit for 57 1<sup>st</sup> Street SE; Johnson County Sheriff’s December 2017 Report; Christmas Cards received were on the council table for review.

**Adjournment:** Motion by Gudenkauf, seconded by Rowe to adjourn. Call for vote. All ayes. Motion carried. Meeting adjourned at 8:49 p.m.