

(Subject to Approval)  
**CITY OF SWISHER, IOWA**  
**CITY COUNCIL MEETING MINUTES**  
**OCTOBER 11, 2021**

This meeting was also held electronically. Chapter 21.8 of the Iowa Code permits electronic meetings where members participate remotely when in-person meeting is impossible or impractical. Anyone could attend in person, dial-in or connect electronically to hear the actual meeting.

**REGULAR CITY COUNCIL MEETING**

**Call To Order:** Mayor Pro-tem Michael Stagg called the Swisher Council Meeting to order at 7 p.m. at Swisher Library, Swisher, Iowa on October 11, 2021.

**Council Present:** Mary Gudenkauf, Rebekah Neuendorf, Kody Pudil, Michael Stagg. Absent: James Rowe.

**Also Present:** City Clerk/Finance Officer Tawnia Kakacek, Superintendent of Public Works Al Fear, Chad McCleary of ION Environmental, HR Green Engineer Jonathon Kline, Johnson County Sheriff Representative Lieutenant Chris Wisman, Alan Fisher, Steve Seltrecht, Erik Vosmek, Andy Nigg, Chuck Kikuts, Mary Smyth, Mike Pickering, Mike Dostal. Via conference call was Gene Beard for short time.

**Consent Agenda:** It was requested to remove Item 4d-Payment to Johnson County for 120<sup>th</sup>/Division Street Project as have not received paperwork. Gudenkauf moved, seconded by Neuendorf to approve the approve the Consent Agenda consisting of: Agenda with removal of Item 4d; September 13,2021 Council Minutes; updated List of Claims; September 2021 Clerk/Treasurer's and Utility Balance Reports; Resolution No. 2021-39 Assessing Delinquent Utility Bills to Property Taxes; notice of vacancies for Board of Adjustments, Planning & Zoning, Parks & Recreation, Library Board. Roll call vote. Ayes: Gudenkauf, Neuendorf, Pudil, Stagg. Nays: None. Absent: Rowe. Motion carried.

**Citizen Comments:** None were presented.

**Reports:**

**Sheriff:** Hoover and resident across from Castek Park noted there has been a lot of activities at Castek Park late on Sunday nights. Wisman will send reminders to the department to check on this. Neuendorf presented pictures to Wisman of vandalism done at Downtown Park of peanut butter and noodles spread all over the park. September 2021 Sheriff report was presented.

**Librarian:** Hoover noted the following: started Story Time three times a week with two on Tuesdays and one on Thursdays; received COVID19 self-tests from Johnson County Health Department for residents to pickup if want to be tested and also available at city hall; received \$500 grant from Swisher Community Fund to replace last old computer; will be attending the National Small Libraries Conference next week. August 29, 2021 Library Board Minutes was presented.

**Engineer:** Kline noted the following: water study should be done next week; sign on Division Street is to be moved next week; been answering a lot of emails regarding possible developments; Tschiggfrie plans on working on the streets and bridge this week, depending on the weather.

**Council:** Gudenkauf inquired if we have heard back from Cedar Rapids on the annexation agreement. Kakacek stated she has not but has been emailing them weekly. Neuendorf noted that Swisher had a historic land sale in State of Iowa.

**Employees:** Kakacek read her report and is on file at city hall. Fear noted that November 1<sup>st</sup> the asbestos will be removed from 3<sup>rd</sup> Street Shop building and November 4<sup>th</sup> it will be torn down; he is getting ready for the snow season. Chad McCleary read written report that is on file at city hall and noted he will remove the UV lights next month and store for the winter months.

**BUSINESS:**

**Clean Influent/Effluent at WWTP:** McCleary presented bid from Ken-Way for cleaning. After discussion, Pudil moved, seconded by Neuendorf to approve quote from Ken-Way of \$1,780.00 to clean influent/effluent at the wastewater treatment plant. Roll call vote. All ayes. Absent: Rowe. Motion carried.

**Screen Cleaning at WWTP:** McCleary presented quote from MC2 and noted the bid shows 8 hours work but it won't take that long so bill would be lower. After discussion, Gudenkauf moved, seconded by Pudil, to approve screen cleaning at wastewater treatment plant up to \$1,884.00 with MC2, Inc. from Des Moines, IA. Roll call vote. All ayes. Absent: Rowe. Motion carried.

**Resolution No. 2021-40-Sanitary Sewer Study:** Engineer Kline noted the City doesn't have a model for the existing sewer lines sizes and capacity. This study would be on areas by proposed future growth. Stagg noted this needs to be done for any future growth. Kakacek noted this could be paid out of the American Rescue Plans monies. After review and discussion, Stagg moved, seconded by Pudil to approve Resolution No. 2021-40 entitled "A RESOLUTION APPROVING ENGINEERING AGREEMENT WITH HR GREEN TO CREATE ELECTRONIC MODEL OF SEWER LINE SIZES FOR CITY OF SWISHER, IOWA" at a cost not to exceed \$19,500.00. Roll call vote. Ayes: Gudenkauf, Neuendorf, Pudil, Stagg. Nays: None. Absent: Rowe. Resolution No. 2021-40 passed. This study is estimated to be done by November 19<sup>th</sup>.

**Resolution No. 2021-41-Snowmobile Route in Swisher:** Members of Snow Drifters Club presented proposed map for snowmobile coming in from the eastern city boundary stating they have approval from the residents east of Swisher city boundaries to be on their property north of 120<sup>th</sup> Street. They stated they would be willing to walk to the trail with the council. Their goal is to go thru Swisher and use local businesses. Neuendorf inquired about the time of night snowmobiles are driven as concerned of noise affecting residents. After review and discussion, Pudil moved, seconded by Neuendorf to approve Resolution No. 2021-41 entitled "A RESOLUTION CHANGING SNOWMOBILE ROUTE IN SWISHER, IOWA". Roll call vote. Ayes: Gudenkauf, Neuendorf, Pudil, Stagg. Nays: None. Absent: Rowe. Resolution No. 2021-41 passed. This route will be coming in from the east on Division Street, south on Summit Avenue, west onto 2<sup>nd</sup> Street, follow to the alley behind the Vault/Black Squirrel/Plum Creek, City Hall to Jefferson Avenue, north on Jefferson Avenue, north of Division Street, north on Gable Avenue and reverse if heading in from the northwest of city boundary.

**Annexation Request:** Alan Fisher asked where in the state code that it is not allowed to annex property that creates an island. Kakacek gave him copy of Iowa State Code Chapter 368 that states this regulation. Fisher noted he has been talking about annexing into Swisher to the owner of the property considered as an island. Kakacek stated she has talked to her as well and she wanted to know the benefits to be annexed into the city. Kakacek asked Council what they want to do as the annexation request can't be approved as it currently creates an island. It was also suggested annexing in part of the property so it wouldn't create an island. After discussion, Council decided to have the Mayor, Pudil, and Stagg to meet with property owner if proposed island to discuss annexation.

**Install Electrical on Street Light Poles:** Fear received a quote from Justice Electric to install electrical in all the new decorative light poles on Division Street. Kakacek noted Cutsforth said the Division Street Steering Committee had opted not to put electrical on those poles. After discussion, Pudil moved, seconded by Neuendorf to install electrical on all the 27 decorative light poles on Division Street for total cost \$3,240.00 by Justice Electrical and be taken out the budgeted area for XMAS Decorations. Roll call vote was taken. All ayes. Absent: Rowe. Motion carried.

**Xmas Decorations:** Fear presented various Xmas decorations that could be put on the new decorative poles on Division Street. Kakacek noted the budget was \$14,000 for these decorations. Neuendorf would like to have all the lights in town be cohesive. Pudil recommended having garland wrapped around the poles. Fear stated there are about 15 decorations to put on poles throughout town. After lengthy discussion, Pudil moved, seconded by Gudenkauf, not approve purchasing lights and start looking for a company to help with

the visioning of Xmas lights throughout town. Roll call vote was taken. All ayes. Absent: Rowe. Motion carried.

**Build Temporary Shop Building:** Fear presented various quotes to build shop building on 3<sup>rd</sup> Street city property. Kakacek noted there are bidding requirements when the quote is \$57,000 or higher and only one quote was under that requirement. Fear recommended putting up the smaller building and put addition on in future years. Pudil noted he was in favor of bigger building but want to look at other areas to put shop building as has not decided what to put on that 3<sup>rd</sup> Street city property. Neuendorf and Gudenkauf also agreed that they are not sure of what they want on the 3<sup>rd</sup> Street city property. Stagg noted this is the only city property big enough to put the shop building to store all the city equipment. Pudil recommended to rent a building this year to store city equipment and do construction in Spring of decided location. Gudenkauf had concern of putting building on 3<sup>rd</sup> Street property in middle of a neighborhood. Fear noted the equipment will be stored outside as the 3<sup>rd</sup> Street building is being torn down soon; has concerns of equipment not running, breaking down with being stored outside and makes his job very hard to do. Stagg noted he felt they are going backwards and should move forward here. Pudil noted Rowe had a different layout for city building that was not explored by the city engineer. After lengthy discussion, Stagg moved to approve quote from Eastern Iowa Building Inc. of \$52,841.00 for 40' x 60' x 18 building on the 3<sup>rd</sup> Street city property. Motion died due to lack of second. Motion by Pudil, seconded by Gudenkauf, not to approve quotes and look at option for renting buildings to store city equipment with contacting CRANDIC, 5-Star, and Riverside Auto. Roll call vote. All ayes. Absent: Rowe. Motion carried.

**Park Shade Footings:** Fear noted he contacted few contractors for bid but received only one. After review, Stagg moved, seconded by Pudil to approve quote from H.F. Hartin Construction of \$3,360.00 to install footings for Downtown Park Shade installation. Roll call vote. All ayes. Absent: Rowe. Motion carried.

**Lease Property for Downtown Parking:** Kakacek noted CRANDIC would rent their parking lot to the City for \$400 a month and the city may have to gravel it. Neuendorf noted their business group were told they had to rent for \$6,000 a year and asphalt the parking lot. After discussion, council directed Kakacek to see if CRANDIC would lease the building and parking lot for \$400 a month and report at next meeting.

**Low-Income Household Water Assistance Program:** Kakacek noted this would be for residents that are still past due on their sewer bills. After review, Gudenkauf moved, seconded by Neuendorf to approve Low-Income Household Water Assistance Program Agreement. Call for vote. All ayes. Absent: Rowe. Motion carried. Kakacek will send info to residents that are past due.

**Trick or Treat Night:** Motion by Neuendorf, seconded by Pudil, to set Trick/Treat night for Sunday, October 31, 2021, from 5:30 p.m. to 8 p.m. Call for vote. All ayes. Absent: Rowe. Motion carried.

**2020-21 Annual Financial Report:** Council reviewed 2020-21 Annual Financial Report. Kakacek will publish in paper and submit to the state.

**2020-21 Annual Street Finance Report:** Council reviewed 2020-21 Annual Street Finance Report. Kakacek noted this report is not required to be approved only reviewed.

**2020-21 Urban Renewal Report:** After review, Neuendorf moved, seconded by Pudil, to approve the 2020-21 Urban Renewal Report. Roll call vote was taken. All ayes. Absent: Rowe. Motion carried.

**TIF Certification for 2022-23:** After review and discussion, Stagg moved, seconded by Gudenkauf, to approve 2022-23 TIF Certification. Roll call vote was taken. All ayes. Absent: Rowe. Motion carried.

**Correspondence** Council reviewed the following correspondence: email from state regarding funds available to support rural communities; Iowa League of Cities proposed Legislative 2021 Values, signed grant agreement for Castek Park Trail; Iowa State University Community Matters Newsletter; letters from Kathryn Birky requesting her alley to be blacktopped and recommended city contact Gene Beard to have a gym built there if the city wanted a gym. She also sent another letter asking why she must bring her garbage cart down to the end of the alley and not end of her driveway which is in the alley. Council directed Kakacek

to send letter to Birky that the city has no intention of blacktopping the alley and the city isn't building a gym, but she can have a conversation with Beard if wants. On council table for review were building permit for 303 2<sup>nd</sup> Street SW; right-of-way permit for 711 Oak Avenue S; Peddlers Permit for Loan Merchant, Iowa League of Cities conference vendor brochures.

**Adjournment:** Motion by Neuendorf, seconded by Gudenkauf to adjourn. Call for vote. All ayes. Motion carried. Meeting adjourned at 10:08 p.m.

---

Tawnia Kakacek, City Clerk/ Finance Officer

---

Mike Stagg, Mayor Pro-tem