

(Subject to Approval)
CITY OF SWISHER, IOWA
CITY COUNCIL MEETING MINUTES
DECEMBER 10, 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 December 10, 2018.

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 Jim Halverson, Johnson County Sheriff Lieutenant Brian Adolph, Greg Brenneman.

Consent Agenda: Mayor stated that Item 4i can be removed from the agenda as staff is working on the wastewater plant blower. Motion by Stagg, seconded by Hightshoe, to remove Item 4i-Repair Blower from the agenda. Call for vote. All ayes. Motion carried. After review and discussion, Hightshoe moved, seconded by Rowe to approve the Consent Agenda as amended consisting of: amended Agenda; 11-12-18 and 12-3-18 Meeting Minutes; updated List of Claims; November 2018 Clerk/Treasurer Report and Utility Billing Audit Report; Resolution No. 2018-51-Assess Delinquent Accounts to Taxes; notice of opening for county representative on Swisher Library Commission. Roll call vote was taken. All ayes. Motion carried.

Citizen Comments: Greg Brenneman stated that Swisher View Road is still not repaired. McNeal noted the he talked to owner of the new construction that has caused damage to Swisher View Road at least 2 times since last meeting. City will send letter to owner to have this repaired or the City will repair and charge the owner.

Reports:

Library: Librarian Hoover reported the followings: library will be closed December 24, 25 and January 1 for the holidays; open on December 31 from 1-5 p.m.; she will need a letter of support from city to apply for grant to paint mural on the library building; looking for county representative to be on the library board. Stagg suggested to have this in the minutes and to contact city hall if interested.

Engineer: Engineer Halverson reported the following: Division Street plans are in process and working on sanitary sewer manhole covers map as requested by McNeal.

Mayor: Mayor Taylor will be attending the EMA Meeting this Wednesday.

Council: Councilperson Hightshoe commended the downtown businesses for the decorations and McNeal for the tree lighting.

Employees: McNeal reported the following: hung the Christmas lights; doing a lot of maintenance; snow fence should be up this week. Kakacek reported the following: taking this Friday off; city offices will be closed December 24th & 25th, January 1st for the holidays; refuse and recycling will be one day later on the week of the holidays and picked up December 27th and January 3rd; she will be off the week of Christmas; looking for a donation of computer monitor to connect to old computer as old financial files cannot be transferred to new computer; received donation of vintage 'Swisher' patches from somebody but don't have their mailing address to send thank you. Neuendorf recommended taking a picture and thanking donor on Swisher Facebook page.

Reports: Council reviewed Library Board October 22 and November 26, 2018 Minutes and Parks & Recreation November 29, 2018 Minutes.

BUSINESS:

Division Street Project-Urban Area: Engineer Halverson noted Engineer Cutsforth met with Johnson County engineers about the Division Street project and they recommended the city include the urban section with the rural sections and present all as one plan to the Johnson County Board of Supervisors and ask them to help assist in costs. Halverson also noted the city will be submitting Service Transportation Block Grant as the county may also apply for the same grant. Mayor noted the city can embargo Division/120th Street for longer period of time than the county and city should start moving forward with bonding. After discussion, Stagg moved, seconded by Gudenkauf, to authorize HR Green to present proposal of Urban Section along with Rural Sections of Division Street Project as one plan to Johnson County. Roll call vote was taken. All ayes. Motion carried.

2nd and Final Reading of Ord.#271—Add Protection of Drainage Swales to Chapter 135: After discussion, Neuendorf moved, seconded by Rowe, to introduce Ordinance #271 by title only entitled “AN ORDINANCE ADDING TO THE MUNICIPAL CODE OF SWISHER, IOWA, SECTION 135.12—PROTECTION OF DRAINAGE SWALES (DITCHES) WITHIN THE RIGHT-OF-WAY AND EASEMENTS” and be given its second reading. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Motion carried. Motion by Stagg, seconded by Neuendorf, that the laws and rules providing that ordinances be considered and voted on for passage at two council meetings prior to the meeting at which it is to be finally passed be suspended and dispensed with for Ordinance #271. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Motion carried. Motion by Gudenkauf, seconded by Stagg to place Ordinance #271 upon its third and final passage and be adopted. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Motion carried. Ordinance #271 adopted.

Resolution No. 2018-52-Amend SUDAS to Include Drainage Swales Protection: After discussion, Gudenkauf moved, seconded by Neuendorf to approve Resolution No. 2018-52 entitled “RESOLUTION AMENDING IOWA STATEWIDE URBAN DESIGN STANDARDS (SUDAS), SECTION 1B-1.P---DITCH FOR CITY OF SWISHER, IOWA”. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Resolution No. 2018-52 passed.

Authorize Engineer to Obtain Cost Estimates for CIP: City Clerk Kakacek gave overview of 5 top capital improvement projects that were picked at the last work session. She noted these need cost estimates before the city can proceed working on the capital improvement plan. After discussion, Gudenkauf moved, seconded by Neuendorf, to authorize city engineer to obtain rough cost estimates for the following projects: repair or replace 3rd St. shop building, city water, downtown rehabilitation including breakdown of cost for sidewalks, city parking, and downtown rehabilitation. Roll call vote was taken. All ayes. Motion carried.

Increase Cost to Purchase Snowplow Bucket: Superintendent McNeal noted the previous cost approved of \$1,100 was for 84” model snowplow bucket not the 96”. The price is \$1,250 for the 96” bucket. Motion by Gudenkauf, seconded by Neuendorf, to approve increase cost of \$150 to purchase snow bucket for skid loader at total cost not to exceed \$1,250.00. Roll call vote was taken. All ayes. Motion carried.

Resolution No. 2018-53-Televise Sewer Lines: McNeal presented verbal quotes per linear foot to televise sewer lines as follows: Roto-Rooter \$.75; Howe GW \$1.50; Municipal Pipe \$2.25; Ken-Way \$.75. He noted this would be for most of the town as they haven’t been televised since year of 2000. After discussion, Hightshoe moved, seconded by Gudenkauf to approve Resolution No. 2018-53 entitled “RESOLUTION AWARDDING QUOTE FOR TELEVISNG CITY OF SWISHER, IOWA SEWER LINES” to Ken-Way up to \$15,000. Rowe stated he would like to see written cost estimate sheet. Rowe moved, seconded by Stagg, to amend previous motion to include “pending cost estimate sheet received from Ken-Way”. Call for vote. All ayes. Motion carried. Roll call for vote of Resolution No. 2018-53. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Resolution No. 2018-53 passed.

Purchase Safety Light Bar for Sander: McNeal requested to purchase light bar for sander for safety reasons and noted this is the same type IDOT uses. After discussion, Stagg moved, seconded by Gudenkauf, to approve purchase of safety light bar for sander at cost of \$437.96. Roll call vote was taken. All ayes. Motion carried.

Service UV Lights: McNeal requested the UV lights at the wastewater plant be serviced as they have never been serviced. He presented quote from E-Equipment Solutions of \$2,700 plus parts if needed. Rowe inquired how often they need to be cleaned/serviced. McNeal noted every 2-5 years. Neuendorf would like more details on quote including the parts, etc. Mayor asked if there are other UV light companies in the area. After discussion, council directed McNeal to get detail quote from company and Kakacek to contact City of Walford to get a copy of the quote they received from same company regarding the service on their UV lights.

Set Budget Meeting Dates: After discussion, Council set Budget Workshop Meeting dates for Wednesdays, January 23 and February 6, 2019 at 6 p.m.

Resolution No. 2018-54-Approve Job Description: After review and discussion, Gudenkauf moved, seconded by Neuendorf to approve Resolution No. 2018-54 entitled “A RESOLUTION APPROVING JOB DESCRIPTION FOR PERMANENT PART-TIME MAINTENANCE WORKER FOR CITY OF SWISHER, IA” with the recommended changes on job description. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Resolution No. 2018-54 passed.

Advertise for Permanent Part-Time Maintenance Position: Motion by Stagg, seconded by Rowe, to advertise for permanent part-time maintenance position. Call for vote was taken. All ayes. Motion carried. Kakacek inquired where council wants this advertised. Council directed this to be posted around town, city website and applications to be turned in no later than Friday, January 11th at 4 p.m.

Correspondence: Council reviewed the nuisance letters sent. November 2018 Sheriff’s Report; building permit for 66 2nd Street SE; Mediacom Update; November Cityscape were on the council table for review.

Adjournment: Motion by Stagg, seconded by Rowe to adjourn. Call for vote. All ayes. Motion carried. Meeting adjourned at 8:36 p.m.

Tawnia Kakacek, City Clerk/ Finance Officer

Christopher Taylor, Mayor