

(Subject to Approval)
CITY OF SWISHER, IOWA
CITY COUNCIL MEETING MINUTES
DECEMBER 14, 2020

In order to help stop the spread of the COVID-19 virus, this meeting was held electronically. Chapter 21.8 of the Iowa Code permits electronic meetings where all members participate remotely when in-person meeting is impossible or impractical, which is true during this crisis. Therefore, only City Clerk/Financial Officer Tawnia Kakacek was present at the Swisher City Hall at 66 2nd Street SW, Swisher, IA. Anyone could dial in or connect electronically to hear the actual meeting.

REGULAR CITY COUNCIL MEETING

Call To Order: Mayor Pro-tem Mike Stagg called the Swisher Council Meeting to order at 7 p.m. in Swisher, Iowa on December 14, 2020 via conference call.

Council Present: Via conference call were Mary Gudenkauf, Jerry Hightshoe, Rebekah Neuendorf, James Rowe, Michael Stagg.

Also Present: City Clerk/Finance Officer Tawnia Kakacek. Via conference call were Superintendent Public Works Carl Spoerl, Library Director Laura Hoover, HR Green Engineer Aaron Granquist, Regenia Baily-Bailey Leadership Initiative, Curt and Kim Cline.

Consent Agenda: Mayor Pro-tem Stagg noted Agenda Item 4c.-Retaining Wall needs to be removed as the change order is done yet. Kakacek requested to add another bill to list of bills. After review, Rowe moved, seconded by Gudenkauf to approve the Consent Agenda consisting of: Agenda with removing Item 4c.- Retaining Wall; November 9 and December 7, 2020 Minutes; updated List of Claims; November 2020 Clerk/Treasurer's Report and Utility Balance Report; Resolution No. 2020-47 appointing Ken Feldmann to Planning and Zoning and Mitchell Dellamuth to Parks & Recreation Committee; notice of open board position for Parks & Recreation. Roll call vote was taken. All ayes. Motion carried.

Citizen Comments: No citizens comments were presented either verbally or written.

Reports:

Sheriff: No report.

Library: Library Director Hoover reported the following: been very busy and allowing patrons in the library by appointment only; having the website upgrade so it is more accessible; applied for science grant for story-time preschoolers; hosted a zoom Johnson County Legislative Reception and turned out well. Hoover submitted 10-9-20 Library Board Minutes. Neuendorf asked when the science packets are ready to checkout, please forward to City so it can be on city website and Facebook page.

Engineer: Engineer Granquist read Cutsforth report as follows: investigated tree locations on Summit; working on annual IDOT Street Inventory Update; Division Street Project Phase 1-punch list activities are nearly complete, work is to be suspended for winter, reviewed and recommends approval of pay request #7 but is not final payment; Division Street Project Phase 2-street open to traffic, embargo to be removed, some stairs and retaining wall work to be completed at the Summit intersection and contractor will shut down for winter soon. Granquist noted they will be installing a fence at Thompson's property. Spoerl stated the sign company wanted to put up the electronic speed sign.

Mayor: Not present and no report.

Council: Gudenkauf noted her and Stagg will be meeting with Cedar Rapids regarding the fringe area agreement as the meetings came to a halt once Derecho came.

Employees: Kakacek gave the following report: dealing with several nuisances; having FEMA meetings regarding storm; reviewing year end for payroll and accounts payable; all city departments are closed December 24 & 25 and January 1st for the holidays; she is taking off this Thursday and Friday; Carl put up shelf in the basement and now have rest of the city records off the floor; posted snowmobile route on website, Facebook, around town and NOJOCO. Superintendent of Public Works Spoerl report as follows: working with Travis Beckman regarding the brush pile cleanup as confusion when contractor was coming and whom was paying for it, which the state pays for it; replaced signs posts on Oak Avenue and installed No Parking sign on alley by Kava House as that is now a two-way traffic; the gas regulator froze between city hall and shop building, later the plumbing will be replaced on this so it doesn't freeze anymore; the F550 plow blew a hose on Saturday during snow removal and is now repaired; the Kubota joints/bearings needed replaced and once that is done, can remove snow in the city alleys; received draft of wastewater permit and working with ION to comply; waiting for parts to service generator at wastewater plant and will turn into FEMA for reimbursement; working out the kinks of snow removal on Division Street with the curbs, etc. Rowe asked if Division Street will be plowed wider in the future and if the Kubota needed many repairs as it is fairly new. Spoerl noted they will be doing the street wider with having the Kubota do snow removal on the corners and alleys. The Kubota u-joints weren't greaseable before but is changing that, so don't have problems in the future.

BUSINESS:

Public Hearing-Budget Amendment #1: Motion by Neuendorf, seconded by Rowe to open public hearing to amend 2020-21 Budget. Call for vote. All ayes. Hearing opened at 7:24 p.m. Kakacek noted the amendment was due to expenses from the Derecho Storm, Division Street payments that were scheduled to be paid last budget year but didn't get bills until this budget year, storm sewer and culvert repairs. No verbal or written comments were received. Motion by Neuendorf, seconded by Gudenkauf to close the public hearing. Call for vote. All ayes. Public Hearing closed at 7:27 p.m.

Resolution No. 2020-48-Budget Amendment #1: After review and discussion, Gudenkauf moved, seconded by Stagg to approve Resolution No. 2020-48 entitled "CITY BUDGET AMENDMENT AND CERTIFICATION RESOLUTION – FY 2021 – AMENDMENT # 1". Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Resolution No. 2020-48 passed.

Payment to Johnson County Roads-120th/Division Street Project-Phase 1: Kakacek recommended the City pay the difference of what the county owes the city for the engineering fees and the pay estimate. She confirmed with the city engineer of what the county owed for engineer fees. After discussion, Hightshoe moved, seconded by Gudenkauf to pay the difference of \$88,227.09 to Johnson County Secondary Roads for Division Street Project Phase 1. Roll call vote. All ayes. Motion carried.

Approve Pay Estimate-Division Street Project-Phase 2: Engineer Granquist reviewed the tree planning maintenance contract after city staff inquired about it. He noted the city pays 70% per each tree, another 15% after the 1st year and last 15% end of 2nd year to contractor as this will make sure the trees are taken care of. Due to this he submitted an updated pay request which is lower due to the tree maintenance contract. After recommendation of approval from city engineer, Hightshoe moved, seconded by Rowe to approve Pay Estimate of \$194,694.27 to Tschiggfrie Excavating for Division Street Project Phase 2. Roll call vote was taken. All ayes. Motion carried.

Business Signage on Division Street: Discussion was done regarding where to put the business signs/post that was on Division Street before project started. There was concern to make sure people leaving Summit Avenue from the south and Hoover's driveway have visibility for oncoming traffic. Neuendorf noted a couple of the businesses have to be up due to their IDOT Wayfinder requirements. Granquist will contact Neuendorf to get more information on the Wayfinder Signs contact. Granquist will do further analysis of where to put the sign and have it installed. It was noted it could be changed later.

Community Signs from College Community: After discussion, Rowe moved, seconded by Gudenkauf, to approve getting school signs “Prairie Schools Welcome You to Swisher” and install them later. Call for vote. All ayes. Motion carried. The school pays for the signs.

Tree Grants: Hoover noted there are Alliant and MidAmerican annual tree grants the City can apply for but need to know where the Council would like the trees to be planted (private property, the city right-of-way, etc.). She also noted it requires volunteer participation. Kakacek noted there should be a plan of what is to be planted and where before applying. Swisher Men’s Club is currently working on planting trees for residents. Hoover will contact Swisher Men’s Club to see if they can collaborate on tree planting. Gudenkauf recommended to include both city parks. It was recommended to have the Parks & Recreation Committee make recommendations.

Resolution No. 2020-49-Adopt Visioning and Goal Setting Report: Hightshoe noted the report reflects survey. Regenia Bailey noted the planting of the trees with volunteers is considered in the report as engaging the community. After review and discussion, Hightshoe moved, seconded by Rowe to approve Resolution No. 2020-49 entitled “RESOLUTION ADOPTING VISIONING AND GOAL SETTING REPORT FOR CITY OF SWISHER, IOWA”. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Resolution No. 2020-49 passed. Stagg recommended this report to be reviewed quarterly to keep on task.

Update on Outlot C, Fisher 5th Addition: Kakacek reported the final plat for Outlot C stated it was privately owned and maintained and serve as green space. In 2015 the Outlot C was sold to adjoining property owner of 310 Aaron Court. Council directed City Clerk to contact the city attorney of what can be done on the parking of Outlot C.

No Parking Signs at Dead End of Amy Street: This dead end turnaround was for emergency access. Hightshoe recommended to delay signage and all action to see if the parking is resolved first. Council agreed.

Resolution No. 2020-50-Award Snow Removal Positions: After review of only one application received, Gudenkauf moved, seconded by Rowe to approve Resolution No. 2020-50 entitled “A RESOLUTION AWARDING POSITION AND SETTING THE SALARY FOR TEMPORARY SNOW REMOVAL POSITION FOR THE CITY OF SWISHER” to Spencer Kiekhaefer. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Resolution No. 2020-50 passed.

Set Budget Meeting Dates: Kakacek presented budget schedule and proposed dates. After discussion, Council set budget work session meetings for Tuesdays, January 19 and January 26, 2021 at 6 p.m. Approving the levy rate and budget will be done at regular council meetings.

List of Swisher Events: Kakacek presented list of events she is aware of in Swisher and list of items she puts in the NOJOCO monthly per council directive. Hightshoe recommended the list be sent to groups to find out if there is anything else to add to the list.

Correspondence: Council reviewed the following: emails from Kava House regarding the parking in the alley; Johnson County Sheriff’s Reports for October and November 2020; Building Permit for 127 3rd Street SW; Mediacom update. Gudenkauf would like to keep continue talk about available parking for businesses. Neuendorf noted there was a group of downtown businesses that had approached the railroad property about parking but it was too costly and prohibitive. Gudenkauf left at 8:58 p.m.

Adjournment: Motion by Neuendorf, seconded by Rowe to adjourn. Call for vote. All ayes. Motion carried. Meeting adjourned at 8:59 p.m.

Tawnia Kakacek, City Clerk/ Finance Officer

Michael Stagg, Mayor Pro-Tem