

(Subject to Approval)
CITY OF SWISHER, IOWA
CITY COUNCIL MEETING MINUTES
MARCH 8, 2021

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. Anyone could dial in or connect electronically to hear the actual meeting.

REGULAR CITY COUNCIL MEETING

Call To Order: Mayor Christopher Taylor called the Swisher Council Meeting to order at 7 p.m. in Swisher, Iowa on March 8, 2021 via conference call.

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

Also Present: Via conference call were City Clerk/Finance Officer Tawnia Kakacek, Public Works Superintendent Carl Spoerl, Library Director Laura Hoover, HR Green Representative Tim Cutsforth and Matt Wildman, Johnson County Sheriff Representative Sergeant O'Hare, Parks & Recreation Committee Member Brad Dahlstrom, Water Exploratory Member Glen Heims, Morgan Langer of JEO Consulting Group, Friends of the Swisher Library Kim Grier, Nic Verplaetse, Mike Gould, Nick Neuendorf.

Consent Agenda: After review, Hightshoe moved, seconded by Stagg to approve the Consent Agenda consisting of: Agenda; February 8th, March 1st, 2021 Council and Work Session Minutes; updated List of Claims; February 2021 Clerk/Treasurer's Report. Roll call vote was taken. All ayes. Motion carried.

Citizen Comments: Kim Grier of the Swisher Friends of Library inquired to see if their Movies in the Park could be covered under the city's insurance. Mayor noted this should be discussed with the Library Board and Kakacek will check into this as well.

Reports:

Sheriff: Johnson County Sheriff Representative Sergeant O'Hare was present for questions and had nothing to report. The January and February 2021 Activity Sheriff reports for Swisher were submitted.

Librarian: Library Director Hoover noted the following: she is now a notary; working with Parks & Recreation Committee for a grant with South Slope of \$1,500.00 for the t-ball and soccer programs but need letters from 2 elected officials in support of grant. Neuendorf and Stagg volunteered to send letters. She also noted they are not doing the Easter Egg hunt at the Park this year but will be doing an Easter Bunny Treasure Hunt on Saturday, April 3rd from 10 to 12 and possibly have some businesses involved. Library Board Minutes of 1-24-21 were submitted.

Engineer: Kakacek presented engineer report. He gave update on the city shed and Division Street Project. Hightshoe asked about the change to sidewalk landing layout by Hoover's. Stagg noted it was being changed due to the tightness of corners and Hoover stated the engineer was going to make it smaller. Spoerl noted he is to figure out the dimensions for an office, restroom, and loft for the holiday decorations to get to the engineer for new public works building.

Mayor: Mayor Taylor noted the city groups he is part of have finished their budgets for the year, and the League of Cities is keeping an eye on the new laws the state legislature is trying to pass.

Council: Stagg noted that he and Gudenkauf received the proposed agreement from Cedar Rapids regarding annexation/fringe area. Stagg will meet Gudenkauf and Kakacek to review plan before presenting to Council.

Gudenkauf noted they will want to bring people in for their opinions. Kakacek noted it will be two separate agreements, one for annexation and one for fringe area.

Employees: Public Work Superintendent Spoerl reported the following: the shop building demolition will be done on March 16th due to the 10 day waiting period required by IDNR for asbestos removal; cleaning up the brush pile to remove ash pile and fill in marshy area; will be getting sand off the streets; should be done with rental for snow removal equipment; waiting on sod quote for library lot; will open the park restrooms next week but keep the drinking fountain off. Kakacek reported the following: will be off this Friday; Park & Recreation Committee meet on Wednesday by Zoom; met with Cedar Rapids, Gudenkauf & Stagg on March 23rd regarding annexation agreement; we submitted FEMA reimbursement for running generators and still working on other claims; need council code books to insert updates. Mayor thanked Kakacek for work on FEMA reimbursements.

Miscellaneous Reports: Council reviewed Parks & Recreation January 20th and February 17th, 2021 Minutes and Board of Adjustment February 15, 2021 Minutes.

BUSINESS:

Public Hearing-2021-22 Budget: Motion by Gudenkauf, seconded by Neuendorf to open public hearing for 2021-22 Budget. Call for vote. All ayes. Motion carried. Hearing opened at 7:26 p.m. No verbal or written comments were received. Motion by Gudenkauf, seconded by Stagg to close the public hearing. Call for vote. All ayes. Motion carried. Hearing closed at 7:28 p.m.

Resolution No. 2021-06-Approve 2021-22 Budget: After review and discussion, Gudenkauf moved, seconded by Neuendorf to approve Resolution No. 2021-08 entitled “A RESOLUTION ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2022”. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Resolution No. 2021-06 passed. Gudenkauf thanked Kakacek for her work on this.

Pay Estimate for Division Street Project: After engineer’s recommendation to pay, Stagg moved, seconded by Gudenkauf, to approve payment of \$20,115.49 to Tschiggfrie Excavating for Division Street Project Phase 2. Roll call vote was taken. All ayes. Motion carried.

Presentation of Swisher Urban Forest Management Plan: Morgan Langer of JEO Consulting Group presented Swisher 2020 Urban Forest Management Plan. IDNR awarded Swisher tree inventory program that was done by JEO. It was noted this inventory was done in June 2020 before Derecho and trees planted in the Division Street Project. Langer recommended city budget \$4,500 annually with trimming 1/3 of the trees, remove 6 ash trees, plant 2 trees and do visual survey.

Water Exploratory Committee Update and Council Direction: Glen Heims, Gudenkauf, Rowe noted the committee need the engineer to obtain data so they can present information to the council. HR Green Engineer Matt Wildman noted they could generate a report including a draft scope of: water source, treatment alternatives, review distribution system, and storage options for a cost of around \$55,300. Hightshoe noted the purpose of this committee was to gather information and they can’t go much further unless city hires engineer to obtain data. He appreciates the work they have been doing. Motion by Rowe, seconded by Hightshoe, to direct HR Green Engineer Matt Wildman to draft up engineer agreement for this work and present at next regularly scheduled council meeting. Roll call vote. All ayes. Motion carried.

Approve Purchase Requests for Youth Programs: Brad Dahlstrom of the Swisher Parks & Recreation Committee noted the Ely Recreation Director reached out to Swisher to see if we wanted to start a T-Ball League. He is requesting \$1,500 for supplies to start t-ball and soccer teams for about 60 kids ages 4-5 and ages 6-8. These programs would be soccer for 2 months, then t-ball, then soccer in the fall. After discussion, Neuendorf moved, seconded by Stagg, to approve purchase up to \$1,500 for supplies for soccer and t-ball programs. Roll call vote. All ayes. Motion carried. Gudenkauf thanked Brad and the Parks & Recreation Commission for their work.

Credit for Businesses Sewer Bill: Rowe requested to give Swisher businesses a one month credit on their sewer bills as good faith to help support the businesses during the COVID pandemic. Mayor inquired if residents may question this. Rowe stated businesses were restricted during the pandemic and residents weren't. Neuendorf asked as a business owner herself if businesses could have garbage/recycling through the city as well. This would also alleviate big dumpsters if not needed and not have to pay extra to recycle. Kakacek recommended to not charge the businesses for a month instead of giving them a credit but could send out bill noting no charge that month and why. After discussion, Rowe moved, seconded by Gudenkauf, to approve not charging Swisher businesses for one month of \$88.00 utility bill which includes sewer and storm drainage fees. Roll call vote. Ayes: Gudenkauf, Hightshoe, Rowe, Stagg. Abstain: Neuendorf. Nays: None. Motion carried.

Farmers Market at Downtown Park: Tawnia Kakacek, member of Swisher Farmers Market Committee requested on behalf of the committee to temporarily hold the farmers market at the Downtown Park as the library lot will not be ready for use when they start due to damage from the derecho. Hightshoe recommended the group look at locations at Castek and Downtown Parks and then decide. Neuendorf noted it is not good to change location at this time as they were closed down last year due to the pandemic. Stagg questioned the parking availability for patrons and vendors. Kakacek noted the vendors would not be parking their vehicles on the lot and would have them park further down west on 2nd Street, behind city hall, shop, library. After discussion, Neuendorf moved, seconded by Stagg, to approve having Swisher Farmers Market at Downtown Park temporarily. Call for vote. All ayes. Motion carried. Gudenkauf thanked Kakacek for volunteering on this committee.

Approve City-Wide Garage Sale Date: Swisher Friends of Library President Kim Grier requested Council to approve May 1st as the City-Wide Garage Sale day. She noted Ely and Shueyville city-wide garage sale is the same day. Stagg noted the garage sale date should be set the same for every year and thought there were too many city-wide garage sales in May and recommended in April. Rowe noted the Friends of Library is operating this and unless the City wants to take over, the Friends can decide when to hold it. After discussion, Neuendorf moved, seconded by Hightshoe, to set the City-Wide Garage Sale date for Saturday, May 1st. Call for vote. All ayes. Motion carried. The City will put up the No Parking signs.

Set City-Wide Cleanup Day: Kakacek confirmed with Johnson County Refuse that May 8th was available for cleanup day. Motion by Stagg, seconded by Rowe, to set City-Wide Cleanup Day for May 8th. Call for vote. All ayes. Motion carried.

Resolution No. 2021-07-Purchase Hoop Shed: Spoerl noted he contacted 3 companies for bid and only 1 submitted bid. It was discussed having hoop shed for sand/salt as short and long term goal for this building can be moved if shop building is relocated in the future. Stagg inquired if there is a warranty and there is for 20 years on steel and cover. After review and discussion, Neuendorf moved, seconded by Gudenkauf to approve Resolution No. 2021-07 entitled "A RESOLUTION AUTHORIZING THE PURCHASE OF HOOP SHED FOR THE CITY OF SWISHER, IOWA" of \$18,192.54 from Freedom Builders, Inc. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Resolution No. 2021-07 passed.

Approve Request for Proposal Refuse/Recycling Form and Send Out Form. Kakacek presented draft of form and recommended per previous discussion tonight to add option of including businesses. It was recommended to see if other cities offer garbage/recycling to their businesses. After discussion, Stagg moved, seconded by Rowe, to approve the request for proposal form with adding separate option to include the businesses and send out for bids. Call for vote. All ayes. Motion carried.

2nd Reading of Ordinance #277-Amend Chapter 155.05(2)(1)-Building Code: After review, Rowe moved, seconded by Gudenkauf, to introduce Ordinance #277 by title only entitled "AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF SWISHER, IOWA, BY AMENDING CHAPTER 155 BUILDING CODE AND DELETING SECTION PERTAINING TO STRUCTURES EXEMPT FROM REQUIRING A PERMIT" and be given its second reading. Roll call vote. Ayes:

Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Motion carried. Ordinance #277 was given its second reading. Ordinance will be given its third and final reading on April 12th council meeting.

Obtain Bids for Ash Tree Treatment: Kakacek noted she had Leaf Hopper find city ash trees that were taken down due to the derecho from the Tree Inventory Report. She also recommended to just treat the ash trees and not remove any ash trees until city gets done removing the other trees from the storm. After review and discussion of Leaf Hopper recommendation ash trees to be treated, Rowe moved, seconded by Gudenkauf to obtain bids for ash borer treatment as presented. Call for vote. All ayes. Motion carried.

Advertise for Temporary Mowing Position: Motion by Gudenkauf, seconded by Neuendorf to advertise for temporary mowing position from April to October 2021. Call for vote. All ayes. Motion carried.

Correspondence: Council reviewed the following: letter from city attorney regarding increased rate charge; letter sent for dog nuisance; Iowa Rural Water Association certificate of membership and thank you; Swisher Equipment Inventory; notice of East Central Iowa Council of Governments hosting revolving loan fund webinar.

Adjournment: Motion by Neuendorf, seconded by Stagg to adjourn. Call for vote. All ayes. Motion carried. Meeting adjourned at 9:36 p.m.

Tawnia Kakacek, City Clerk/ Finance Officer

Christopher Taylor, Mayor