

(Subject to Approval)
CITY OF SWISHER, IOWA
CITY COUNCIL MEETING MINUTES
MARCH 9, 2020

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 March 9, 2020.

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

Also Present: City Clerk/Finance Officer Tawnia Kakacek, Public Works Superintendent Carl Spoerl, Library Director Laura Hoover, HR Green Representative Tim Cutsforth, Johnson County Sheriff Lieutenant Brian Adolph, Fire Department Representative Gene Beard, Brad Kunkel, Wendy Shelton, Kim Grier, Kevin Krug, Kristian Thompson.

Consent Agenda: Kakacek requested agenda items 4e. Award Construction Bid for Division Street Project and 4g. Approve Tree Agreement be taken off the agenda as will be done at future meeting. Mayor recommended to move agenda item 4l between 4b and 4c and move agenda item 4t before 4h. Also amend the February 10, 2020 Minutes under Citizens Speak that should be “senior” not “single” people. After review and discussion, Gudenkauf moved, seconded by Rowe to approve the Consent Agenda consisting of: Amended Agenda with agenda items 4e and 4g removed and moving 4l and 4t as stated above; February 10, 2020 minutes with amendment changing “single” to “senior” under Citizens Speak, February 19 and 25, 2020 Minutes; updated List of Claims; February 2020 Clerk/Treasurer and Utility Billing Audit Reports; Fire Works Permit for July 25, 2020 for Swisher Fun Days with rain date of July 26, 2020; and notice of open board position of Parks & Recreation. Roll call vote was taken. Ayes: Gudenkauf, Hightshoe, Rowe, Stagg. Motion carried.

Citizen Comments: Wendy Shelton noted her yard was not been cleaned up from the tree removal for the Division Street Project plus they scratched her mailbox. Cutsforth noted they are still cleaning up. Brad Kunkel introduced himself as running for Johnson County Sheriff and would like mayor, council and citizens feedback of what is important to them the sheriff’s department can address. Kristian Thompson inquired if there will be signage by his house, crosswalk, and sidewalk. He asked if the sidewalk was long term goal. Mayor noted the property will be prepped for sidewalk but not in the current plans for sidewalks. Krug and Hoover noted the existing signs were a problem for traffic and crossing. Cutsforth noted some signs will be gone but will add speed limit signs but all are spaced out.

Reports:

Sheriff: Council recommended the department to watch for speeding on Division Street.

Library: Library Director Hoover reported she has started working on the summer reading program.

Engineer: HR Green Representative Cutsforth reported the following for the Division Project: delayed the bid letting to Thursday, March 12th due to addendum changes; Alliant Energy will be moving their lines underground to 1st Street at their own costs; Alliant will charge to run the line from the property line to the house and will submit quote to city; railroad access agreement is discussed later for relocating signals and be using the existing cable; temporary and permanent easements to be signed will be scheduled to meet with the property owners. He received call from the state regarding Highway 151 detour that will go thru Wright Brothers Boulevard to Interstate 380 and reviewed the fire department rezoning request.

Mayor: Mayor Taylor reported the following: he will attend the MPOJC Rural Policy meeting review the By-Laws next Wednesday; Johnson County Emergency will partially activate due to the Corona virus and will have daily stake-holder meetings. The University of Iowa and Iowa League of Cities have information on the virus.

Council: Stagg noted that he and Gudenkauf met with the baseball coaches regarding the baseball practices' days and the coaches will notify each other if not using the diamond. He noted the two and five-year agreement requests were not needed. Gudenkauf noted the Water Exploratory Committee met on March 3rd and submitted meeting notes and will be on city website. Hightshoe would like to see it on the NOJOCO paper.

Employees: Superintendent of Public Works Spoerl reported the following: received trade-in for old truck and a plow; harness is being installed on new truck and adding back flaps; will put gravel on alleys once they dry out; preparing mowing equipment for use; will open the bathrooms at Castek Park in middle of March pending weather; waiting from Ken-Way to do sewer work on Division Street; will be removing the snow fence soon. Kakacek noted Parks & Recreation Committee meet March 18th. She met with ECICOG about doing a visioning meeting regarding the shop building/property on 3rd Street with Mayor, Council, Parks & Recreation Board and Planning & Zoning Board. ECICOG could do this for \$100 to cover travel and other expenses plus the City provide meal/refreshments. Gudenkauf would like a broader conversation regarding visioning for the whole community. Mayor noted talking about just the shop building/property would take a whole meeting but in the future City can do Capital Improvement Plan. Council was fine to meet with ECICOG.

Miscellaneous Reports: Mayor and Council reviewed Parks & Recreation 2-12-20 Minutes; Planning & Zoning 2-24-20 Minutes and City Water Research 1-29-20 Minutes.

BUSINESS:

Public Hearing-2020-21 Budget: Motion by Stagg seconded by Hightshoe to open public hearing for proposed 2020-21 Budget. Call for votes. All ayes. Motion carried and public hearing opened at 7:48 p.m. No verbal or written comments were received. Mayor Taylor closed public hearing at 7:49 p.m.

Resolution No. 2020-07-Approve 2020-21 Budget: After review, Gudenkauf moved, seconded by Stagg, to approve Resolution No. 2020-07 entitled "ADOPTION OF BUDGET AND CERTIFICATION OF CITY TAXES FISCAL YEAR BEGINNING JULY 1, 2020 – ENDING JUNE 30, 2021". Roll call vote. Ayes: Gudenkauf, Hightshoe, Rowe, Stagg. Nays: None. Absent: Neuendorf. Resolution No. 2020-07 passed. Mayor thanked council for their work and time on the budget.

Jefferson-Monroe Fire Department Request: Fire Department Representative Gene Beard presented request to use the \$10,000 the city earmarked in previous years for installation of well at the fire department be used for upgrading a defibrillator to include EKG instead, as they are working toward provisional EMT-P (paramedic) from a provisional EMG-B status. Startup costs to do this will be \$30,000 to \$35,000.00. After discussion, council directed this to on the next council agenda.

Public Hearing Date for Approval of Division Street Project Plans and Specs-Phase 2: Motion by Gudenkauf seconded by Stagg to open public hearing for Division Street Plans and Specs-Phase 2. Call for votes. All ayes. Motion carried and public hearing opened at 7:58 p.m. No verbal or written comments were received. Mayor Taylor closed public hearing at 7:59 p.m.

Resolution No. 2020-08-Approve Division Street Project Plans and Specs-Phase 2: After review, Stagg moved, seconded by Gudenkauf, to approve Resolution No. 2020-08 entitled "RESOLUTION APPROVING PLANS, SPECIFICATIONS, AND FORM OF CONTRACT FOR THE DIVISION STREET PROJECT-PHASE 2". Roll call vote. Ayes: Gudenkauf, Hightshoe, Rowe, Stagg. Nays: None. Absent: Neuendorf. Resolution No. 2020-08 passed.

Resolution No. 2020-09-Approve Temporary Access Agreement-Division Street Project: After review, Gudenkauf moved, seconded by Hightshoe, to approve Resolution No. 2020-09 entitled "A RESOLUTION APPROVING TEMPORARY ACCESS AGREEMENT FOR DIVISION STREET PROJECT BY AND BETWEEN THE CITY OF SWISHER, IOWA, AND CEDAR RAPIDS AND IOWA CITY RAILWAY (CRANDIC)" for Division Street Project-Phase 2. Roll call vote. Ayes: Gudenkauf, Hightshoe, Rowe, Stagg. Nays: None. Absent: Neuendorf. Resolution No. 2020-09 passed.

HYNEK LANDSCAPING PAYMENT: Cutsforth requested this be tabled to the next council meeting until Wendy Shelton's concerns were addressed from the work they did on her property. Council agreed.

Resolution No. 2020-10-Preliminary Official Statement for Sale of Bonds: After review and discussion, Stagg moved, seconded by Rowe, to approve Resolution No. 2020-10 entitled "RESOLUTION AUTHORIZING THE USE OF A PRELIMINARY OFFICIAL STATEMENT FOR THE SALE OF GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2020A" for Division Street Project. Roll call vote. Ayes: Gudenkauf, Hightshoe, Rowe, Stagg. Nays: None. Absent: Neuendorf. Resolution No. 2020-10 passed.

Set Special Meeting: Cutsforth requested to have special meeting to award the construction bid for Division Street Project-Phase 2 and Award Sale of Bonds for Monday, March 16, 2020 at 7 p.m. After discussion, Gudenkauf moved, seconded by Rowe, to set special council meeting for March 16, 2020 at 7 p.m. at Swisher City Hall. Call for vote. All ayes. Motion carried.

Parks and Recreation Grant Application: Laura Hoover presented-\$41,190 grant application for Castek Park trail requiring the city match these funds. Kakacek noted there are park reserve funds to cover the city portion of \$41,190.00. Hoover did note she will be applying for South Slope Grant of additional \$3,000 for Learning Trail. She will also look for other grants to apply for the city's portion of grant. After discussion, Hightshoe moved, seconded by Rowe, to authorize the mayor to sign the trail grant application for City of Swisher with the city to match funds of \$41,190.00. Roll call vote. Ayes: Gudenkauf, Hightshoe, Rowe, Stagg. Nays: None. Motion carried.

Resolution No. 2020-11-Rezone Jefferson-Monroe Station Property: After review and discussion, Gudenkauf moved, seconded by Stagg to approve Resolution No. 2020-11 entitled "APPROVE APPLICATION OF JEFFERSON-MONROE FIRE DEPARTMENT INC., REQUESTING TO REZONE 3.07 ACRES OF PROPERTY FROM A-AGRICULTURAL AND ML-LIGHT INDUSTRIAL TO P-PUBLIC OF A CERTAIN PROPERTY AT 2559 120TH STREET NW, SWIHSER IOWA (WITHIN THE 2-MILE FRINGE AREA AGREEMENT POLICY WITH JOHNSON COUNTY AND THE CITY OF SWISHER)". Roll call vote. Ayes: Gudenkauf, Hightshoe, Rowe, Stagg. Nays: None. Absent: Neuendorf. Resolution No. 2020-11 passed.

Request to Re-Subdivide Property: Kevin Krug is requesting to subdivide part of his property into two 1-acre lots that are within the 2-mile fringe area. Mayor noted this is an informal request as Krug will have to present required paperwork for formal approval. Krug noted he didn't want to spend the money to do the paperwork if there wasn't a chance it would pass. P & Z gave informal approval and looked okay with the city engineer. Council inquired if he would consider annexation into Swisher or have a housing development on his farmland. Krug plans to build a house on each acre, not have a development or be annexed into the city. Gudenkauf noted if Cedar Rapids continues to grow south to please consider annexing into Swisher. Council gave informal consensus of his subdividing part of his property into two 1-acre lots within the 2-mile fringe area. Krug noted it could be several months before he gets the paperwork done.

Refund Request: Kakacek noted the city required Jan Cerveny to have her sewer line reviewed for any leaks as thought that was the cause of big hole in right-of-way on her property. She did and it was not the problem, so she is requesting refund of paying for this work to be done. After discussion, Gudenkauf moved, seconded by Hightshoe, to reimburse Jan Cerveny \$150.00 for sewer line review. Call for vote. All ayes. Motion carried.

Purchase Basketball Hoops: Council reviewed Parks & Recreation Commission request to purchase 4 basketball hoops/backstops/poles for Castek Park. Gudenkauf noted she would like to incorporate other parks/green space into the city and by the condos and Orchard Street. Rowe agreed. Gudenkauf stated she would like another joint meeting with Parks & Recreation Commission on future planning of Swisher parks, etc. Hightshoe would be okay ordering 4 hoops with possibility of moving 2 of the hoops to other park areas in the future. After discussion, Gudenkauf moved, seconded by Stagg, to approve purchase of 4 basketball

hoops/backstops/poles for Castek Park at cost of \$3,635.10 including shipping. Roll call vote. All ayes. Motion carried.

Approve Bid for Port-O-Potties: Kakacek noted that Fun Days Committee reviewed the quote for Fun Days and preferred to stay with Action Services as they felt they did a great job. City received the following quotes for Fun Days and City Parks use from April thru October: Action Services of \$1,260.00, Port'O'Jonny of \$1,883.00 and Brown Concrete & Backhoe (for only the City Parks) of \$1,995.00. After review and discussion, Hightshoe moved, seconded by Rowe, to award port-o-potties rentals for both Fun Days and City Parks to Action Services of \$1,260.00. Roll call vote. All ayes. Motion carried.

Purchase/Install Overhead Door & Repair Door Header: Spoerl presented quotes to replace the overhead door from Overhead Door Company of Cedar Rapids & Iowa City of \$2,275.00 and Dan's Overhead Doors & More of \$1,935.00 plus quote to remove and replace the header from Grolmus Construction at \$1,255.00. After discussion, Rowe moved, seconded by Hightshoe, to award bid to Dan's Overhead Doors & More of \$1,935.00 and Grolmus Construction of \$1,255.00 to replace the overhead door and replace the header at the city shop building on 3rd Street. Roll call vote. All ayes. Motion carried.

Advertise for Temporary Mowing Position: Kakacek asked Council what minimum age would be required to apply for this position as last year was 18 years old. After review and discussion of fair labor standards, council gave consensus to advertise for temporary mowing position with age of 16 and older to apply. Superintendent of Public Works would be responsible for ensuring a minor would only work on certain projects according to standards.

City Wide Cleanup: It was noted the Swisher Friends of the Library moved the Swisher City-Wide Garage Sale back to the 1st Saturday in May. The city-wide cleanup is usually the following Saturday. Council gave consensus to have Swisher City Wide Cleanup on Saturday, May 9, 2020.

Advertise for Permanent Part-Time Shared Position for Library and City Hall: Council reviewed Kim Cline resignation effective end of April. There was discussion of what to pay this position compared to the temporary mowing position. It was noted this person would be permanent with 10 hours a week and receive IPERS as the mowing position would be sporadic. After discussion, Gudenkauf moved, seconded by Stagg, to advertise for permanent part-time shared position for library and city hall at \$12.00 per hour with IPERS benefit. Call for vote. All ayes. Motion carried.

Correspondence: Council reviewed the following: IDNR Wastewater Treatment Inspection; nuisance letter sent; letters sent on No Parking; email from Moxie Solar asking to have a free consultation on solar with the city; Planning & Zoning Workshop by the Iowa State University; Alliant Energy programs and services guide; letter from owners of The Car Wash requesting to remove the one-way traffic on adjoining alley and making it two-way traffic and have the alley paved. On the council table for review was the following: February 2020 Sheriff's Report; Mediacom notice of channel deletions; Building Permit for 639 Swisher View Drive; Right-of-Way Permit for South Slope, and Chicken Permit for 75 3rd Street SW.

Adjournment: Motion by Gudenkauf, seconded by Rowe to adjourn. Call for vote. All ayes. Motion carried. Meeting adjourned at 9:32 p.m.

Tawnia Kakacek, City Clerk/ Finance Officer

Christopher Taylor, Mayor