

(Subject to Approval)
CITY OF SWISHER, IOWA
CITY COUNCIL MEETING MINUTES
APRIL 13, 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 Mayor Taylor, City Clerk/Treasurer Kakacek, Public Works Superintendent Carl Spoerl were 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 Christopher Taylor called the Swisher Council Meeting to order at 7 p.m. at Swisher City Hall, Swisher, Iowa on April 13, 2020 via conference call.

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

Also Present: City Clerk/Finance Officer Tawnia Kakacek and Public Works Superintendent Carl Spoerl. Via conference call were Library Director Laura Hoover, HR Green Representative Tim Cutsforth, Michael Hart-Northland Securities, Paul Kruse-IPAIT, Chris Lacy-CRL Lawn, Glen Heims-Ace Lawn Care.

Consent Agenda: Kakacek requested engineer report be moved after agenda item 4a. and agenda item 4m move after item 4b. After review and discussion, Stagg moved, seconded by Neuendorf to approve the Consent Agenda consisting of: Amended Agenda with moving engineer report and 4m as stated above; February 10, 2020 minutes with amendment of adding to Consent Agenda approval of January 13, 15, 27, 2020 Minutes; Minutes of March 9, 16, and April 2, 2020; updated List of Claims; March 2020 Clerk/Treasurer and Utility Billing Audit Reports; Renew Shelton's Grocery Class B Native Wine Permit, Class C Beer Permit, Living Quarters, ad Sunday Sales; Resolution No. 2020-14--Contract with Johnson County Sheriff for Police Protection; and notice of open board position of Parks & Recreation. Roll call vote was taken. Ayes: Gudenkauf, Hightshoe, Neuendorf, Stagg. Absent: Rowe. Motion carried.

Citizen Comments: No verbal comments were present on via conference.

Reports:

Sheriff: None.

Library: Library Director Hoover reported the following: library is closed to the public until further notice but she is in the building from 1-5 pm, Mondays thru Fridays; doing book curbside pickup which is averaging 4-6 pickups a day; the Kirkwood students working for the library are getting paid but not working due to the COVID-19.; having Story Time on Zoom and did a web based Easter Egg Hunt; doing inventory; attended a virtual conference and continuing ed classes; had planned on giving away trees/shrubs from IDNR at garage sales which is now cancelled so checking with IDNR what they want to do; completed grant for Castek Park Trail. Neuendorf asked how the food pantry going at the library. Hoover noted it has been moved to the front of library building outside and has plenty of food. Swisher Men's Club want to purchase \$1,000 of food to fill it. Hoover noted it is not just for the needy, but to help prevent people going to the grocery store when they need just a few items, they can get it at the food pantry. Neuendorf suggested this to be put on the City's Facebook page.

Mayor: Mayor Taylor reported the following: been attending daily briefings with Johnson County Emergency regarding COVID-19; meet tomorrow for the Iowa League of Cities Board to put together comprehensive list of what needs to be done regarding the COVID-19 and what the higher level of government can assist the cities with.

Council: Hightshoe noticed the cardboard boxes folded under the recycling bin are not being picked up. Mayor noted they need to be in the bin at this time due to the virus. Gudenkauf noted the Water Research

Committee 4-1-20 Meeting was postponed. The City now has a Zoom account established which will be used to reschedule future meetings virtually.

Employees: Superintendent of Public Works Spoerl reported the following: the batting cage posts and lime on ball diamond/part of the trail are installed, noting if the city does not receive the trail grant he will add lime to rest of the trail; caution tape around the playground equipment; restrooms will be closed until further notice; seeded grass in right-of-way of Cervený's property; will burn the brush pile tomorrow; cleaned and stored the snow equipment; prepared mowing equipment for the season; Grolmus Construction cannot fix the garage door header yet due to staff shortage and virus; plan to fix the potholes in the alleys; PSC/Q3 are parking their trucks at the Castek Park lot and will put in new gravel and regrade at their cost; Action Services put in the port-o-potties; sleeve has been ordered to do the sewer repair on Division Street; will meet with ION to work on the IDNR Permit renewal application; received the basketball poles/hoops but waiting to install until the virus is over. Kakacek noted the following: attended online G-Works training seminars; met with Omega/BMS Technologies to see if they could offer lower cost for utility billing and auto pays, and found it wouldn't be cost effective to work with them as city has lots of residents using e-billing and auto pay; Alice Linhart and her were awarded to attend a free Social Media Coaching classes starting Thursday thru Iowa Valley Resource Conservation & Development thru Farmers Market group which will also help with social media for the city.

Miscellaneous Reports: None.

BUSINESS:

Resolution No. 2020-15-Approve Bond Purchase Agreement: Michael Hart from Northland Securities explained the agreement and bond sale of \$2,660,000 scheduled for May 7th. He noted that initially the bond payment was going to be for 15 years but now able to do only for 8 years due to saving the Local Option Sales Tax monies received and the planning done by the Mayor and Council. Hightshoe noted this should be put in the NOJOCO. Gudenkauf also noted the sewer plant bond started in November 2009, refinanced in 2012 but due to additional principal payments from Tax Increment Financing it will be paid off in June 2022, eight years earlier than planned. She noted with this knowledge, the Council should consider additional projects in the future. After discussion and review, Stagg moved, seconded by Hightshoe, to approve Resolution No. 2020-15 entitled "RESOLUTION APPROVING BOND PURCHASE AGREEMENT PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2020A AND PROVIDING FOR THE LEVY OF TAXES TO PAY THE SAME" in the principal amount of \$2,660,000. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Stagg. Nays: None. Absent: Rowe. Resolution No. 2020-15 passed. Council thanked Hart for his work on this project. Hart praised City Clerk/Finance Officer Kakacek for the work on this and noted the city is very fortunate to have her. Council agreed.

Engineer: HR Green Representative Cutsforth reported the following for the Division Street Project Phase 2: railroad signals have been relocated and city should get the bill to pay, held pre-construction meeting, Tschiggfrie Excavating will start beginning of May, South Slope lines are boring north of Division Street, Mediacom boring lines south, MidAmerican Gas will start boring soon; he will contact Alliant of when they are starting to move lines. Division/120th Street Phase 1 Project update: had construction meeting a few weeks ago; PCI is ready to start the storm sewer but their surveyors are in quarantine so delayed for 2 weeks and if they can't survey by then, may have to get another surveyor; gave 2 month extension for completion date from Green Castle Road to Swisher View Drive; Segment 3 east of town will extend completion date to July 31; work will start in two weeks from Alan Avenue to Swisher View Drive. Cutsforth noted there is another stimulus federal government package for shovel ready projects and asked the city would have any projects to be considered for this. Suggestions were sidewalks along Division Street, 3rd Street repair between Alan and Swisher View Drive, alleys, etc. Mayor will give list to city clerk and council/staff are to send ideas to her as well.

Resolution No. 2020-16-Approve Permanent Easements: After review, Stagg moved, seconded by Neuendorf, to approve Resolution No. 2020-16 entitled "A RESOLUTION APPROVING PERMANENT EASEMENTS FOR THE DIVISION STREET PROJECT" with James Rowe Jr. and R. Rhinehart LC. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Stagg. Nays: None. Absent: Rowe. Resolution No.

2020-16 passed. Mayor and Council appreciated and thanked the residents that signed the easements for good cause of Division Street Project.

Payment to Johnson County Secondary Roads: Cutsforth recommended payment for Division/120th Street Project. After review, Hightshoe moved, seconded by Gudenkauf to approve payment of \$20,797.25 to Johnson County Secondary Roads for Division/120th Street Project for last year work. Roll call vote was taken. All ayes. Motion carried.

2020-21 Street Rehabilitation Project: Cutsforth presented list of recommended streets for rehabilitation. After review and discussion, Hightshoe moved, seconded by Stagg to approve recommended list of streets for rehabilitation for 2020-21 Budget and have city engineer send out for bids. Roll call vote was taken. All ayes. Motion carried.

Orchard Street Drainage Issue: City Clerk Kakacek noted this repair is included in the amended budget with 3% increase from engineer estimate of last year. After discussion, council directed city engineer to present updated estimate to repair Orchard Street drainage problem.

Resolution No. 2020-17-Participate with Iowa Public Agency Investment (IPAIT): Paul Kruse from IPAIT discussed the benefits to participate with IPAIT. Kakacek noted this will be good to use when the city receives the bond money to invest until payments are made. After review and discussion, Gudenkauf moved, seconded by Neuendorf, to approve Resolution No. 2020-17 entitled “A RESOLUTION AUTHORIZING THE APPROVAL OF AND PARTICIPATION IN A JOINT POWERS AGREEMENT AND DECLARATION OF TRUST FOR THE IOWA PUBLIC AGENCY INVESTMENT TRUST, AUTHORIZING INVESTMENTS THROUGH THE FIXED TERM AUTOMATED INVESTMENT PROGRAM OF IPAIT AND AUTHORIZING IPAIT TO DESIGNATE AND NAME DEPOSITORIES”. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Stagg. Nays: None. Absent: Rowe. Resolution No. 2020-17 passed.

Resolution No. 2020-18-Amend Investment Policy: Kakacek noted since approved investing with IPAIT it should be added to the regular city investment policy. After review, Gudenkauf moved, seconded by Neuendorf to approve Resolution No. 2020-18 entitled “A RESOLUTION AUTHORIZING THE COUNCIL TO APPROVE AN INVESTMENT POLICY FOR THE CITY OF SWISHER”. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Stagg. Nays: None. Absent: Rowe. Resolution No. 2020-18 passed.

Award Bid for Weed Control: After review and discussion of bids from Ace Lawn Care of \$1,470.00 and CRL Lawn Care Landscaping of \$2,080.00, Hightshoe moved, seconded by Stagg, to award bid for weed control of city properties to Ace Lawn Care of \$1,470.00. Roll call vote was taken. All ayes. Motion carried.

City Wide Cleanup Day: Since the City-Wide Garage Sales are cancelled by the Swisher Friends of the Library due to the COVID-19, it was questioned by Gudenkauf if we keep the City-Wide Cleanup scheduled date or reschedule, etc. Kakacek noted the refuse company can still do it at the scheduled date pending no employee illnesses. After discussion council agreed to keep May 9th from 7 am to 11 am for City Wide Cleanup. It was also noted for recycling the cardboard boxes need to be broken down and put in the bins and not under the bins to be picked up so the refuse company employees can limit handling of items.

Request of Renting Mini Excavator Cab and Bucket Broom: City Superintendent Spoerl requested to rent these for a few weeks to clean the ditches and remove sand from the streets. Gudenkauf noted it wasn't much more to rent for a month than 2 weeks and give them more time if weather doesn't cooperate. After discussion, Gudenkauf moved, seconded by Hightshoe to approve rental of mini excavator cab and bucket broom for a month from Sunbelt Rentals. Roll call vote was taken. All ayes. Motion carried.

Request to Plant Flowers on Undeveloped 1st Street: Stagg noted Gerald Bennett requested to plant flowers on unimproved 1st Street between Jefferson and Howard Streets. Bennett offered to use his spreader to plant the seeds if the city would purchase the seeds. Hightshoe noted the ground would have to be dug up, flowerbeds are dependent on sun and does not want it to look like a weed patch. Mayor noted there is city

code on weeds and noxious growth and need to follow those guidelines. Stagg will look into this further and report back at next regularly scheduled council meeting. Mayor thanked Bennett for the suggestion.

Set Public Hearing Date for Budget Amendment: Kakacek presented list of items for the city budget amendment. After review, Gudenkauf moved, seconded by Stagg to set public hearing date of May 11, 2020 at 7 p.m. at Swisher City Hall for 2019-20 Budget Amendment. Call for vote. All ayes. Motion carried.

Hire Temporary Mower: Kakacek noted they just received an application so will be doing interview at a future date.

Correspondence: Council reviewed the following: letter sent on dog barking and complaint form submitted; letter sent to resident about not able to build in flood plain area; Facebook message regarding not hearing the storm siren; letter from Larry Igou regarding the 120th/Division Street Project and replacing the culvert and city's email response; email from Debbie Davis regarding trees in the right-of-way and city's response; complaint letter from Wendy Shelton about installing Mediacom box onto the city right-of-way by their property; Building Permit for 104 Summit Avenue; Right-of-Way Permits for Mediacom and 639 Swisher View Drive; Sewer Permit for 639 Swisher View Drive. Council encouraged to read all correspondence and send questions/concerns to Mayor or City Clerk.

Adjournment: Motion by Neuendorf, seconded by Stagg to adjourn. Call for vote. All ayes. Motion carried. Meeting adjourned at 8:49 p.m.

Tawnia Kakacek, City Clerk/ Finance Officer

Christopher Taylor, Mayor