

(Subject to Approval)
CITY OF SWISHER, IOWA
CITY COUNCIL MEETING MINUTES
APRIL 8, 2019

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 8, 2019.

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

Also Present: City Clerk/Finance Officer Tawnia Kakacek, Public Works Superintendent Carl Spoerl, Librarian Laura Hoover, City Engineer Tim Cutsforth, Johnson County Sheriff Lieutenant Brian Adolph, Norm Neal, Rob Pudil, Bobbie Lake, Mat Ayers, Lexi Ewoldt, Joshua Stillings, Brian & Mandy Oberfoell, Jeremy Rieck-Leaf Hopper Tree Care LLC.

Consent Agenda: Kakacek added another bill to list of claims for approval. After review and discussion, Gudenkauf moved, seconded by Stagg to approve the Consent Agenda consisting of: Agenda; March 11 and 12, 2019 Meeting Minutes; updated List of Claims; March 2019 Clerk/Treasurer Report and Utility Billing Audit Report; Resolution 2019-13 Transfer of Funds; Permit for JMFD 5K Run/Walk of July 26, 2019. Roll call vote was taken. All ayes. Absent: Rowe. Motion carried.

Citizen Comments: Bobbie Lake inquired when street sweeping would be done. Spoerl noted they will get to it but wastewater plant has higher priority at this time. Joshua Stillings noted an autistic child lives on Orchard Street and would like to have a lower speed limit sign installed. It was suggested to have "Children at Play" sign installed. Bobbie Lake also noted at the end of Orchard Street the water is flowing under the residents' driveway and road. Mayor noted the previous employee was talking to the owner on this. Spoerl will review.

Reports:

Sheriff: Johnson County Sheriff Lieutenant Brian Adolph noted a speed trailer could be put on Orchard Street if residents want to slow the traffic or have extra patrol on that street. Stillings would like extra patrol.

Library: Librarian Hoover reported the following: April 20 is the Annual Easter Egg Hunt at Castek Park; April 23 Linda Hey will speak on Shueyville history; April 28th will be the City Wide Garage Sale hosted by Friends of the Library and library book sale from 8-12 with lots of DVDs for sale; will be closed Friday as attending a conference in Dubuque for effective programing; library will be closed May 4 due to city-wide cleanup day; this is National Library Week.

Engineer: City Engineer Cutsforth presented the 95% plans of Division Street Project and reported that Johnson County had discussed lowering their support for the rural parts. Cutsforth is working on revising the plans to address this.

Mayor: Mayor Taylor reported the following: joint entity meeting next Monday and council let him know of any issues to bring up; Johnson County EMA is watching the water level of reservoir; EMA was asked if they will get rid of all tornado sirens due to hacking, Johnson County said they will keep the sirens.

Council: Hightshoe noted at the fire department meeting, they received donation from Swisher Men's Club of \$5,600 for airlift bag.

Employees: Spoerl reported the following: blower at wastewater plant seized up and having Roggentien Electric service it plus the replaced the bolts on old blower; he will start preventative maintenance program to rotate the blowers; moved the dumpster and port-o-potties at the park; cleaned up sand on Amy Street, tried some areas on Alan but cars in the way so couldn't get to all of it; there is pea gravel on some yards and will be revisiting those on 1st Street; has done some street pot hole repairs and reviewing others with

engineer; drainage ditches need to be backhoed on Rose and Summit as they are half full of dirt; repairing the pipes at the sludge tank; will be working on installing flags and banners downtown; trying to contact Alliant liaison to take down the lights off tree and move line; will be removing snow fence and reviewing safety training videos. Kakacek reported the following: Swisher Farmer's Market starts June 6th; Alisha Patik has made arrangements for repair to Swisher View Drive with Kluesner; Kakacek told Kluesner Company to contact city engineer to make sure it is to city standards; will be attending Data Tech Meeting and IMFOA Conference this week; city received \$700 credit for city insurance bill; received \$3,835.04 for insurance claim of shop building roof; Kakacek and Spoerl met with ITC Midwest of proposed electronic transmission route; attended the Division Street Project utility meeting; reviewed city insurance coverage and bill with agent; setting up appointments for city staff to get their Hepatitis B shots as required; need council code books to insert updates.

Reports: Council reviewed Library Board February 25, 2019 Minutes.

BUSINESS:

Approve Street List-2019/20 Street Rehab Project and Send Out Quotes: Engineer Cutsforth presented list of proposed streets for project but recommended to change repairs of 1st Street to Central, Maple, and Swisher View due to the damage they received this winter. He noted that some of the streets scheduled per the Pavement Management Plan were postponed due to the Division Street Project and the detour traffic those roads would have. Cutsforth stated that budgeting only \$28,000 per year for street improvements will put the Pavement Management Plan behind schedule. After review and discussion, Neuendorf moved, seconded by Hightshoe, to approve amended list of streets for 2019-20 Street Rehab Project and send out for bids. Roll call vote was taken. All ayes. Absent: Rowe. Motion carried.

Alley Improvement: Council reviewed last year engineer estimate to repair alley between 1st/2nd Streets and Rose/Central Avenues. Hightshoe inquired if estimate included city staff grading the alley. Cutsforth noted yes but should figure 3-5% increase for this year's estimate. Stagg suggested Spoerl review alley with engineer to see if he can do any of the work, if not get cost estimate to grade and meet with Kakacek regarding this. Council agreed.

Set Public Hearing Date-Division Street Project Plans: Engineer Cutsforth noted the county wants to back down from city's plan of 30-year life-span standards, they want to only do and pay for the 15-year life-span, which would cost about \$500,000 less. Cutsforth noted the City can't afford this every 15-years as the county does. He will see if can cut costs by calculating a 25-year life span for the road. He stated the county is redrafting the 28E agreement for the road repair. The rural sections will be asphalt surface and urban section will be concrete surface, pending on council approval. Motion by Stagg, seconded by Gudenkauf, to set public hearing for approval of Division Street Project Plans and Specs for Segments 1 & 3 for May 13, 2019 at 7 p.m. at Swisher City Hall. Call for vote. All ayes. Absent: Rowe. Motion carried.

Capital Improvement Plan: Engineer Cutsforth requested the proposed downtown plan from the Downtown Group; inquired if council wanted him to look for off-street parking and they said yes; he can get estimates on city water if want. Hightshoe recommended to wait on city water to see what the proposed committee wants before getting costs. Cutsforth will wait on 3rd Street shop building as that is later on the agenda.

616 Hill Court Drainage Issue: Engineer Cutsforth gave two options at cost of \$41,000 and \$71,000 to repair drainage issue. Mat Ayers of 616 Hill Court noted he was in favor of option of \$71,000 cutting down the road and doesn't want culvert under his driveway. It was noted that a lot of the drainage was coming uphill from property owners' lands. Council felt cutting down the road would not solve the drainage problem but having a ditch and culvert installed would help as presented by the engineer. Cutsforth noted if the city did work outside of the road and not seal coat the road until year later, it would save \$7,200. Stagg expressed concern of funding this project as it is not budgeted nor that much funding available. Council directed engineer to present Option C of installing pipe, culvert, not seal coating cost estimate at next regular council meeting.

Request to Connect into Storm Sewer: Bobbie Lake of 131 Orchard Street requested to tie into the storm sewer and add one-lane driveway from the street. Engineer Cutsforth noted per city code, hooking into storm sewer must be approved by city council and recommends approval to tie his house/garage gutters into storm sewer. Neuendorf moved, seconded by Stagg, to approve 131 Orchard Street connecting into city storm sewer according to city standards. Roll call vote was taken. All ayes. Absent: Rowe. Motion carried. Cutsforth noted per SUDAS regulations that you can only have a driveway no more than 24' at the right-of-way line so he couldn't add another one lane driveway. Lake asked if he could remove part of existing driveway and add driveway to the other side as long as the entrance is no more than 24' wide at sidewalk. Mayor said that was fine, but must complete building permit application with drawings showing dimensions and setbacks before being approved.

3rd St. Shop Building: Kakacek noted the insurance company paid the city to repair the shop roof trusses, etc. and pay more if builder cannot reuse the current steel. Council reviewed quotes for new shop building and removal of building. Spoerl noted he was fine just having the building repaired and use as is for next few years to save money for the city. Hightshoe recommended to review the ceiling as necessary repair. Stagg noted the council needs to formulate ideas of what to do with this land. After discussion, Hightshoe moved, seconded by Gudenkauf, to approve Grolmus Construction repairing 3rd Street shop building at cost of \$4,335.04. Roll call vote was taken. All ayes. Absent: Rowe. Motion carried.

Create Water Feasibility Committee: It was noted in December work session, to have two council persons volunteer to create a Water Feasibility Committee deciding the goals and structure of committee then report back to council at future date. Neuendorf nominated Mary Gudenkauf and James Rowe to be on the Water Feasibility Committee. Call for votes. All ayes. Absent: Rowe. Motion carried.

Swisher Fun Days Committee Requests: After review of requests, Gudenkauf moved, seconded by Stagg to approve Swisher Fun Days requests as written which are: Parade Permit; street closures; waive vendor permit requirements; city pay for port-o-potties, handwashing and dumpster; use city's road barricades; approve open alcohol containers on closed streets during Swisher Fun Days; city put up No Parking signs throughout the town for the weekend for Swisher Fun Days of July 26 & 27, 2019. Roll call vote was taken. All ayes. Absent: Rowe. Motion carried.

Resolution No. 2019-14-Hire Seasonal Mower: After review and discussion, Hightshoe moved, seconded by Neuendorf, to approve Resolution No. 2019-14 awarding position and salary for 2019 seasonal mower to Patricia Herman at \$15.00 per hour. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Stagg. Nays: None. Absent: Rowe. Resolution No. 2019-14 passed.

Award Quote to Treat City Ash Trees: City received bids from JLS Green Solutions of \$4,486.00 and Leaf Hopper Tree Care LLC of \$5,144.00 noting Leaf Hopper bid didn't include the tree on Division/Howard. Jeremy Reick of Leaf Hopper Tree Care LLC answered questions regarding his quote. Kakacek noted the two bids were measured differently for the treatment and some trees on one bid didn't need treatment as the other bid said it did. She noted if take off some of the costs of trees not to treat on Leaf Hopper bid, it would be \$4,284.00 plus tree on Division/Howard. After review and discussion, Gudenkauf moved, seconded by Neuendorf to award revised bid plus additional tree on Division/Howard not to exceed \$4,600.0 to Leaf Hopper Tree Care LLC. Roll call vote was taken. All ayes. Absent: Rowe. Motion carried.

Fireworks Contract: Neuendorf recommended city work with Swisher Fun Days regarding future fireworks. After discussion, Neuendorf moved, seconded by Gudenkauf, to approve 3-year contract with J & M Displays with bonus of 15% more fireworks each year for 2020-2022 for Swisher Fun Days. Call for vote. All ayes. Absent: Rowe. Motion carried.

Application for Conditional Use Permit: Brian and Mandy Oberfoell presented application for conditional use permit to operate a home business of fishing lures at 1615 Blain Cemetery Road NW, Swisher, IA. Per fringe area agreement with Johnson County, the city is required to vote on this. After discussion, Stagg moved, seconded by Gudenkauf, to approve Conditional Use Permit for 1615 Blain Cemetery Road NW, Swisher. Call for vote. All ayes. Absent: Rowe. Motion carried.

Approve Agreement-Hazard Mitigation Grant Program: Kakacek noted in 2017 the city applied for generator grant between city hall/city shop and now is finally approved. Motion by Gudenkauf, seconded by Hightshoe, to approve Project Subaward Agreement with Iowa Homeland Security and Emergency Management Department. Roll call vote was taken. All ayes. Absent: Rowe. Motion carried.

Service UV Light at Wastewater Plant: After review and discussion of estimate, Gudenkauf moved, seconded by Neuendorf to approve servicing UV light including parts not to exceed \$10,700.00. Roll call vote was taken. All ayes. Absent: Rowe. Motion carried.

Resolution No. 2019-15-Credit Card: After discussion, Hightshoe moved, seconded by Gudenkauf, to approve Resolution No. 2019-15 approving a city credit card for Superintendent Carl Spoerl. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Stagg. Nays: None. Absent: Rowe. Resolution No. 2019-15 passed.

Set Public Hearing Date for 2018-19 Budget Amendment: Kakacek presented proposed budget amendment. Motion by Stagg, seconded by Neuendorf, to set public hearing for 2018-19 Budget Amendment for May 13, 2019 at 7 p.m. at Swisher City Hall. Call for vote. All ayes. Absent: Rowe. Motion carried.

Audit Request for Proposals: Kakacek presented RFP form to be sent out for audit. Motion by Stagg, seconded by Hightshoe, to approve audit request for proposal form and to be sent to out for bid. Call for vote. All ayes. Absent: Rowe. Motion carried.

Correspondence: Council reviewed information on Johnson County Community Emergency Response Team(CERT) and ISU Planning & Zoning Workshop registration. March 2019 Sheriff's Report; Chicken Permits renewals for 999 Swisher View Drive and 124 Division Street NE were on the council table for review.

Adjournment: Motion by Neuendorf, seconded by Gudenkauf to adjourn. Call for vote. All ayes. Motion carried. Meeting adjourned at 9:28 p.m.

Tawnia Kakacek, City Clerk/ Finance Officer

Christopher Taylor, Mayor