

(Subject to Approval)
CITY OF SWISHER, IOWA
CITY COUNCIL MEETING MINUTES
JUNE 10, 2019

REGULAR CITY COUNCIL MEETING

Call To Order: Mayor Pro-Tem Rebekah Neuendorf called the Swisher Council Meeting to order at 7 p.m. at Swisher City Hall, Swisher, Iowa on June 10, 2019.

Council Present: Jerry Hightshoe, Rebekah Neuendorf, James Rowe, Mike Stagg, Mary Gudenkauf joining remotely as she is working in Madison tonight. Per Iowa Code 21.8, she is legally allowed to “remote in” to actively participate in this meeting and vote on all items.

Also Present: City Clerk/Finance Officer Tawnia Kakacek, Public Works Superintendent Carl Spoerl, Librarian Laura Hoover, HR Green-Engineer Arielle Muench, Johnson County Sheriff Sgt. Wisman, Johnson County Board of Supervisor Pat Heiden, Monica Nieves of The Iowa City/Coralville Area Convention & Visitors Bureau, Gene Beard.

Consent Agenda: Kakacek noted the contract with Johnson County and specs for Division Street Project were not received yet as waiting to hear back from the county. After review and discussion, Hightshoe moved, seconded by Rowe to approve the Consent Agenda consisting of: Agenda with removing items 4b. Approval of Contract with Johnson County and 4c. Approval of Specs for Division Street Project; May 13 & 28, 2019 Meeting Minutes; updated List of Claims; May Clerk/Treasurer Report and Utility Billing Audit Report; Cigarette Permit Renewal for Shelton’s Grocery. Roll call vote was taken. All ayes. Motion carried.

Citizen Comments: Gene Beard noted there is not a “No Parking” sign on Summit by Kava House. Spoerl stated he will be installing a sign there.

Reports:

Sheriff: No report. Spoerl noted he called sheriff department of burnout tracks on Oak and Swisher View.

Library: Librarian Hoover reported the following: Summer Reading Program has started and 65 patrons have signed up so far; other library summer programs started today and will go thru August 9th. Mondays at 1:30 is Craft Corner, Wednesdays at 1:30 is Summer Fun Shows, and Fridays at 1:30 is Lego Club.

Engineer: Engineer Muench reported the following from City Engineer Cutsforth: working on the agreement, specs, plans with county for Division Street Project; worked with Spoerl on placement of “Children at Play” signs; reviewed responsibility of culverts under driveways and other areas. The maintenance of culverts under driveways are the resident’s responsibility.

Council: No reports.

Employees: Spoerl reported the following: was called down twice by the wastewater plant alarm due to the rain; cleared debris off streets and 3rd Street bridge last Wednesday due to the storm; installed larger toilet paper rolls at park restrooms; worked on park parking lot washout; Grolmus repaired the 3rd Street City Shop building and noted the 2 posts east of what they fixed are rotting out but the rafters are good, he and Palas will install new posts; he will be installing “Children at Play” signs; reviewed Stop sign by post office and it is at regulation height; believes there is a sewer line broke on resident’s property on Oak Avenue that is causing the continuous hole in the ground, resident is contacting someone to fix it; he is waiting for the dry weather to do the flowable mortar on Orchard Street. Hightshoe stated he drove around town after it rained and was impressed how the ditches were handling the rain. Kakacek reported the following: Swisher Farmer’s Market started and will have live music every week; the IA League of Cities is hosting Small City Workshop on June 13th at Shueyville with Gudenkauf and Neuendorf attending; ICAP is sending grant check for purchase of fire proof cabinet; MPOJC will do traffic study the city requested within the next 2 weeks; waiting for the installation of generator by city hall; need council code books to insert updates.

Reports: Council reviewed Parks & Recreation Board May 21, 2019 Minutes.

BUSINESS:

RUN Crandic Marathon: Monica Nieves from The Iowa City/Coralville Area Convention & Visitors Bureau presented plaques of appreciation to the City of Swisher and Gene Beard on behalf of the fire department. She also thanked Glen Heims, Cera Wilkins, Sonja LaGrange for the work and support of the RUN Crandic Marathon 2019. She thanked Mike Ironside for sponsoring and printing the t-shirts.

Resolution No. 2019-23-Approve Road Embargo: After review and discussion, Stagg moved, seconded by Gudenkauf, to approve Resolution No. 2019-23 entitled “A RESOLUTION AUTHORIZING THE MAYOR TO PLACE AN EMBARGO ON VEHICLES WITH GROSS WEIGHTS GREATER THAN TEN (10) TONS” on Division/120th Street from Marak Road to Summit Avenue and from Greencastle Avenue NW to Swisher View Drive. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Resolution No. 2019-23 passed. Per resolution, the mayor will establish the dates to start and end the embargo.

Alley Improvement: Engineer Muench presented cost estimate of \$60,000 to repair the alley between 1st /2nd Streets and Rose/Central Avenues not including the curved section that is within the railroad right-of-way. She noted if the city did all of the alley including the curved section it would be around \$100,000. Options discussed were: don’t do until next budget year and carry these funds forward to do all at once; do one section now; wait until Division Street plans are done, then revisit and bid at same time as Division Street. Rowe stated concern of doing half the alley and traveling from gravel to asphalt with dust and drainage still an issue. He would like it done all at once. Stagg suggested this to be discussed at the June 24th special meeting. Muench noted the railroad section would be around \$40,000 just a little more time due to railroad right-of-way. Library Hoover suggested have a base bid with an alternate bid and then decide. After discussion, Rowe moved, seconded by Hightshoe, to authorize city engineer to draft plans for alley with alternate plan of curve section. Roll call vote was taken. All ayes. Motion carried.

Dig Out Ditches on Rose and Summit Avenues: Spoerl noted that Hartin Construction would charge \$50-\$55 per hour to dig out the ditches and the city would need to reseed in August. Council had received bid from Hynek Landscaping of \$12,290.00. Council directed Spoerl to present estimate of time and costs for seeding and Hartin Construction at next regularly scheduled council meeting.

Sump Pumps in Town: Spoerl presented water flow count showing the tremendous increase during the rains from sump pumps being hooked up to the sanitary sewer line (or Inflow and Infiltration), causing a lot of undue work on the plant pumps. After he talked to the engineer, he needs to review the televised videos and noted there may be leaks that cross the creek. Spoerl noted that Roto Rooter can find the sump pumps that hooked up to the sanitary sewer per Contractor Furler. Kakacek offered to get sample sump pump ordinances. Council directed Kakacek to get sample ordinances from various towns to review.

Purchase Blower for WWTP: Spoerl presented blower quote including installation from Delta Industries of \$8,457.00 and quote from Engineered Operations and Services of \$8,504.00. After last meeting he was told by Engineered Operations and Services they were the state contract for blowers at wastewater plants and Delta couldn’t sell those to the city. After further review, he found this to be incorrect. At previous meeting council approved purchase of blower without installation from Delta Industries of \$8,359.80 in July. After discussion, Hightshoe moved, seconded by Rowe, to approve purchase of blower and installation from Delta Industries of \$8,457.00 Roll call vote was taken. All ayes. Motion carried.

Resolution No. 2019-24-Adopt Hazardous Mitigation Plane: After review and discussion, Neuendorf moved, seconded by Stagg to approve Resolution No. 2019-24 entitled “ADOPTING THE FINALIZED JOHNSON COUNTYWIDE HAZARD MITIGATION PLAN”. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Resolution No. 2019-24 passed.

Resolution No. 2019-25-Award Contract for Annual Exam: City received annual exam quotes for 2018/19 and 2019/20 from Faller, Kincheloe & CO of \$4,050/\$4,150; Hogan Hansen of \$4,750/\$5,000; State

Auditor Office of \$5,700/\$5,900; Rachele K. Thompson CPA of \$2,760/\$2,800; Ted M. Wiegand CPA of \$4,125/\$4,250. After review and discussion, Gudenkauf moved, seconded by Stagg to approve Resolution No. 2019-25 entitled “A RESOLUTION AWARDDING ANNUAL EXAM SERVICES FOR THE CITY OF SWISHER, IOWA” to Rachele K. Thompson at \$2,760 for 2018-19 and \$2,800 for 2019-20. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Resolution No. 2019-25 passed.

Resolution No. 2019-26-Hire Temporary Part-Time Library Clerk: Librarian Hoover noted she would like to have 2 people for this position splitting the hours instead of the one position published. Kakacek checked with Iowa League of Cities and they recommended to post advertisement for the second position. Hoover noted Ryan Taylor would take the position that was advertised. After review and discussion, Stagg moved, seconded by Rowe to approve Resolution No. 2019-26 entitled “A RESOLUTION AWARDDING POSITION AND SETTING THE SALARY FOR TEMPORARY LIBRARY CLERK, PART-TIME POSITION FOR THE CITY OF SWISHER” to Ryan Taylor at \$9.00 per hour from June 12, 2019 to August 9, 2019. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Resolution No. 2019-26 passed.

Advertise for Part-Time Library/City Office Help: Per last meeting council directed Hoover and Kakacek to check with Iowa League of Cities and State Law Librarian to see if there would be a problem having a shared position for library and city hall departments regarding whom he/she would report to, the council or library board. The League and State Librarian saw no problem with this shared position as he/she would report to department is working at that time. After discussion, Rowe moved, seconded by Gudenkauf to advertise for part-time position up to 10 hours a week sharing between library and city hall to work when they are out of the office. Roll call vote was taken. All ayes. Motion carried.

Advertise for Mowing Position: Spoerl noted the current staff is keeping up with the mowing around town and recommend not hiring anyone. Council gave concern if one of them would not be able to mow, it would be good to have a backup for mowing and frees up Spoerl to do other work if needed plus saving money as that position is lower pay rate. After discussion, Stagg moved, seconded by Hightshoe to advertise for temporary part-time mowing position. Roll call vote. All ayes. Motion carried.

Resolution No. 2019-27-Approve 2019-2020 Salaries: Kakacek presented budgeted salaries and benefits for approval. She noted the health insurance stipend was still lower cost than the city getting their own health insurance but will keep looking for affordable health insurance. Gudenkauf recommended Kakacek check with the Iowa League of Cities if they know of a health insurance group plan that may include many cities. After review and discussion, Neuendorf moved, seconded by Gudenakuf to approve Resolution No. 2019-27 entitled “A RESOLUTION SETTING THE SALARIES FOR CITY OF SWISHER EMPLOYEES FOR FISCAL YEAR 2019-2020”. Roll call vote. Ayes: Gudenkauf, Hightshoe, Neuendorf, Rowe, Stagg. Nays: None. Resolution No. 2019-27 passed.

Correspondence: Council reviewed tree trimming nuisance letter and chart showing where Road Use Tax Funds are used throughout the state. May 2019 Sheriff’s Report; Building Permit for 231 Alan Ave SW; Right-of-Way Permit for 432 3rd St SW were on the council table for review.

Adjournment: Motion by Rowe, seconded by Neuendorf to adjourn. Call for vote. All ayes. Motion carried. Meeting adjourned at 8:24 p.m.

Tawnia Kakacek, City Clerk/ Finance Officer

Rebekah Neuendorf, Mayor Pro-Tem