

(Subject to Approval)  
**CITY OF SWISHER, IOWA**  
**CITY COUNCIL MEETING MINUTES**  
**JULY 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 July 8, 2019.

**Council Present:** Jerry Hightshoe, 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. Absent: Rebekah Neuendorf.

**Also Present:** City Clerk/Finance Officer Tawnia Kakacek, Librarian Laura Hoover, HR Green-City Engineer Tim Cutsforth, Johnson County Sheriff Lieutenant Brian Adolph, Johnson County Board of Supervisor Pat Heiden, Rob Pudil, Swisher Friends of the Library President Kim Grier.

**Consent Agenda:** Mayor Taylor noted Item 4J-Transfer of Funds needs to be removed from the agenda requested by the city clerk to wait until property tax revenue comes in October and move 3B-Library Report before Item 4G—Hire Temporary Library Clerk. After review and discussion, Stagg moved, seconded by Hightshoe to approve the Consent Agenda consisting of: Agenda with removing item 4J-Transfer of Funds and move Item 3B-Library Report before Item 4G-Hire Temporary Library Clerk; June 10, 24, & 26, 2019 Meeting Minutes; updated List of Claims; June Clerk/Treasurer Report and Utility Billing Audit Report; renewal of Kava House Class B Beer and Class C Native Wine Permit, Outdoor Service License; renewal of Black Squirrel Tap Class B Native Wine Permit, Class C Liquor License, Outdoor Service and Sunday Sales License. Roll call vote was taken. All ayes. Absent: Neuendorf. Motion carried.

**Citizen Comments:** Rob Pudil inquired what part is city alley and what part is the railroad property for the alley by the Vault. Engineer Cutsforth noted the railroad property will still be gravel.

**Reports:**

**Sheriff:** No report.

**Engineer:** City Engineer Cutsforth reported the following: worked on Division Street Project and Alley Project; reviewed sink hole on Oak Avenue and noted that this will need to be dug out as it may be an old broken field tile; did research on past subdivision requirements for 200 Swisher View Drive; calculated concrete costs for trail grant application.

**Council:** No reports.

**Mayor:** Mayor noted he will be attending the Joint Entities Meeting on July 15.

**Employees:** Mayor and Council reviewed Superintendent of Public Works Spoerl report. Kakacek reported the following: generator by city hall should be installed this Wednesday; received \$745 ICAP grant check for purchase of fire proof cabinet; received \$663.09 from ICAP insurance pool; completed fiscal yearend and will have multiple reports to complete for yearend; attending TIF meeting on Thursday; attending IPERS meeting on July 17<sup>th</sup>; auditor will come October 1<sup>st</sup> for annual review; work comp audit will be done online this year; sent in trail grant; need council code books to insert updates.

**BUSINESS:**

**Proclamation:** Mayor Taylor read National League of Cities Small Cities Month Proclamation.

**Resolution No. 2019-33-Approve Division/120<sup>th</sup> Street Project Plans and Send Out for Bid:** City Engineer Cutsforth presented project costs and breakdown between the city and county. He noted the following; the project will start on the west end of town and do the east end in Spring 2020 due to the late

start; county's project from Greencastle west to county line will be the base bid and city project will be the alternate bid which the city can accept or reject the alternate bid and the county can proceed with their project from the base bid; bids are to be received by the Auditor of Johnson County, Iowa City until 2 p.m. July 23<sup>rd</sup>; Jo. Co. Board of Supervisors will approve their bid at their July 25<sup>th</sup> meeting; construction is estimated to be done for west section by November 22, 2019. Mayor Taylor noted the urban(middle) section of project *may* start in Spring 2020 or later. Mayor and Council thanked Pat Heiden for her help to get this project going. Mayor noted there has been over 40 public meetings on this project. After review and discussion, Gudenkauf moved, seconded by Stagg, to approve Resolution No. 2019-33 entitled "RESOLUTION APPROVING PLANS, SPECIFICATIONS, AND FORM OF CONTRACT FOR THE DIVISION/120<sup>TH</sup> STREET PROJECT" for Segments 2 & 3 and send out for bids. Roll call vote. Ayes: Gudenkauf, Hightshoe, Rowe, Stagg. Nays: None. Absent: Neuendorf. Resolution No. 2019-33 passed.

**Set Special Meeting Date:** Engineer Cutsforth recommended to have a special to award of bid for the Division/120<sup>th</sup> Street Project and Alley Project to get the projects started. He noted the county should have the tallies of bids done by then. After discussion, Stagg moved, seconded by Hightshoe to set special meeting for July 24, 2019 at 6 p.m. at Swisher City Hall to award the bids of the Division/120<sup>th</sup> Street and Alley projects. Call for vote. All ayes. Absent: Neuendorf. Motion carried.

**Approve Alley Specs & Plans and Send Out for Bid:** Engineer Cutsforth presented estimated cost of \$78,423 to reconstruct alley between 1<sup>st</sup>/2<sup>nd</sup> Streets and Rose/Central Avenues with option to do alternate bid for part of the alley. Kakacek noted the city did not use all of the budgeted expenses for last year that would be available for this project besides the current budget of \$60,000, but would need a budget amendment. After discussion Rowe moved, seconded by Hightshoe, to approve the alley specs and plans and send out for bids filed before 11 a.m. on July 24, 2019 in Swisher City Office. Roll call vote was taken. All ayes. Absent: Neuendorf. Motion carried.

**Movie Night:** Swisher Friends of the Library President Kim Grier requested to hold a free movie night either at the library lot or Castek Park. She noted the following: it would be easier to have at the park due to parking; they would be giving free popcorn; a Kona Ice Truck would be there but would have to do transient permit; they received generous donation of projector and screen; their goal is to do this the first Friday of each month with rain date on Saturday from May to August and she inquired about insurance. Librarian Hoover noted it is required to have a license for each movie shown as the City got in trouble when they did a movie in the park in the past without a movie license. Council noted the park would be a rental just as any other group with the hours ending at 10:30 p.m. at \$20.00 fee per event and park rental form addresses the city is not liable for injuries, etc. so the group may want to get insurance. Council directed Grier to work with the city clerk on dates to reserve at the park, they thanked her group for sponsoring this; and directed Grier to give copy of performance license to city hall prior to showing the movie.

**Fringe Area Agreement with Johnson County and Cedar Rapids:** Mayor noted the current agreement expires 8-11-19 and does not renew. Kakacek noted this was reviewed in 2014 and the Swisher's city boundaries on map need to be changed. This was sent to county then, but county had change of staff so map never got updated. Gudenkauf stated the city should have a representative to work on this agreement to make sure the city does not give up any control of Swisher interests. Gudenkauf volunteered to be the representative. Kakacek noted the county was going to contact Cedar Rapids. Stagg would like to have some of the same verbiage and updated city limits on the map as well. Mayor will talk to Gudenkauf about Section 4.8 on Conflict Resolution verbiage to be changed. Kakacek will inform the county of Swisher's intentions.

**Resolution No. 2019-34-Hire Temporary Part-Time Library Clerk:** Librarian Hoover noted this is the second position at 10 hours a week discussed at last meeting. Hoover noted Lydia James would take the position that was advertised. After review and discussion, Hightshoe moved, seconded by Rowe to approve Resolution No. 2019-34 entitled "A RESOLUTION AWARDED POSITION AND SETTING THE SALARY FOR TEMPORARY LIBRARY CLERK, PART-TIME POSITION FOR THE CITY OF SWISHER" to Lydia James at \$9.00 per hour from now to August 16, 2019. Roll call vote. Ayes: Gudenkauf, Hightshoe, Rowe, Stagg. Nays: None. Absent: Neuendorf. Resolution No. 2019-34 passed.

**Library Report:** Hoover noted the summer reading program is going very well with 142 patrons signed up and about 50 people a day attending the library.

**Resolution No. 2019-35-Hire Temporary Mower:** After review and discussion of the 2 applicants, Stagg moved, seconded by Gudenkauf to approve Resolution No. 2019-35 entitled “A RESOLUTION AWARDING POSITION AND SETTING THE SALARY FOR BACKUP SEASONAL MOWING POSITION FOR THE CITY OF SWISHER” to Jerry Wood at \$15.00 per hour. Roll call vote. Ayes: Gudenkauf, Hightshoe, Rowe, Stagg. Nays: None. Absent: Neuendorf. Resolution No. 2019-35 passed.

**Resolution No. 2019-36-Hire Part-Time Shared Position for Library and City Hall:** City Clerk Kakacek and Librarian Hoover interviewed applicant and recommended Kim Cline for this position. After review and discussion, Gudenkauf moved, seconded by Rowe to approve Resolution No. 2019-36 entitled “A RESOLUTION APPROVING THE HIRING OF PART-TIME SHARED POSITION FOR SWISHER COMMUNITY LIBRARY AND CITY HALL” of Kim Cline at \$12.00 per hour. Roll call vote. Ayes: Gudenkauf, Hightshoe, Rowe, Stagg. Nays: None. Absent: Neuendorf. Resolution No. 2019-36 passed.

**Correspondence:** Council reviewed thank you email from Central State Bank for continuing city’s business after the bank merger and Iowa League of Cities News Laws of Interest to Cites. Kakacek presented updated sewer bond payment schedule since the additional principal paid in June. She noted this bond will expire in 2022 instead of 2030 which is saving monies from interest charges. June 2019 Sheriff’s Report; Building Permit for 305 Summit Avenue SE; Mediacom update were on the council table for review.

**Adjournment:** Motion by Stagg, seconded by Hightshoe to adjourn. Call for vote. All ayes. Motion carried. Meeting adjourned at 8:32 p.m.

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Tawnia Kakacek, City Clerk/ Finance Officer

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Christopher Taylor, Mayor