

**ELY CITY COUNCIL
REGULAR MEETING
FEBRUARY 9, 2015
ELY CITY COUNCIL CHAMBERS**

Mayor Jim Doyle called the meeting to order at 7:00 p.m. Council members present: Stephanie Mehmen, Bill Grove, Kay Hale, Dave Rasmussen, and Bob Ballantyne. Also present: Jim Miller, Tom Vavra, Ryan Mart, Jon Griffin, Cullen Woods, Camille Bowman, Sarah Sellon, Stephanie Mai, Marv Peters, Terry Smith, Judy Wery, Butch Wieneke, Annette Wieneke, Kati Jo Bruhn, City Engineer Scott Pottorff, and Clerk-Administrator Aaron Anderson.

Mayor Doyle led the City Council and others attending in the Pledge of Allegiance.

Mayor Doyle recognized Marv Peters, who reported on the activities of the St. Quentin Post of the American Legion including formation of a youth auxiliary and their inaugural Valentine's Day dinner. Mr. Peters introduced Tom Vavra as an Ely area veteran. Mr. Peters reported Mr. Vavra attended Coe College and participated in ROTC, and was commissioned as a 2nd Lieutenant in the US Air Force after graduation. Mr. Vavra was assigned to graduate school at Georgia Tech and attained a Master degree in Computer Engineering. Mr. Vavra served in the Air Force Foreign Technology Division for twenty years, including an assignment in Thailand. He retired to the Ely area after twenty years in the Air Force, and is very active in his church and the Ely branch of the American Legion. Mayor Doyle and City Council members recognized and thanked Mr. Vavra for his service to the nation.

Hale, second by Mehmen, moved to approve the Consent Agenda consisting of:

- Agenda, as presented.
- Minutes of the January 12, 2015 regular meeting.
- Minutes of the January 22, 2015 special meeting.
- Treasurer's Report for the period ended January 31, 2015.
- Bills Payable for February, 2015 totaling \$61,707.87.

Motion carried – 5 to 0.

Dave Rasmussen asked the minutes to reflect that he believed City Council directed snow to be removed from the Hoover Trail from Ely City Park to the field entrance off State Street/Ely Road on the north side of Gerry Sweet's land. Clerk-Administrator Anderson stated he had not understood that to be the City Council's direction. Mr. Rasmussen stated it is crazy to have people on the trail and not be able to get to Ely from the north. There was also discussion of a large bicycle ride from Cedar Rapids that was unable to get to Ely on the Hoover Trail because snow is not cleared from 76th Street south. Mayor and City Council clarified that Ely is to perform snow removal on the Hoover Trail from Ely City Park to the field access off State Street on the north edge of Ely city limits.

Treasurer's Report (summary) for the period ended January 31, 2015

| | Receipts | Disbursements | Transfers | Ending Balance |
|---------------------|---------------|---------------|-----------|-----------------|
| General | \$ 27,528.88 | \$ 24,620.45 | | \$ 684,636.90 |
| Road Use | 15,954.68 | 13,405.15 | | 904.51 |
| L O S T | 17,164.42 | | | 276,919.39 |
| TIF Fund | 969.70 | | | 158,044.11 |
| Debt Service | | | | -19,368.36 |
| Other Projects | | 70,849.47 | | 667,738.00 |
| Library Project | | | | -64.23 |
| Way Point Sign | | | | -25,056.70 |
| North End Infra | | | | -25,589.93 |
| Water Utility | 17,417.80 | 9,918.29 | | 303,509.67 |
| Water/Sewer Reserve | | | | 138,144.80 |
| Sewer Utility | 27,448.02 | 7,880.11 | | 73,380.35 |
| Sewer Debt Service | | | | 67,644.84 |
| Sanitary Utility | 7,736.57 | 6,807.44 | | 39,125.05 |
| Storm Water | 50.00 | | | 575.90 |
| Farmers Market | | | | 1,220.76 |
| PR Clearing | 12,505.72 | 15,821.57 | | 320.09 |
| Totals | \$ 126,778.79 | \$ 149,302.48 | | \$ 2,342,076.15 |

Communications. Library Director Sarah Sellon presented a report on activities at the Ely Public Library. Linn County Deputy Steffens distributed the monthly Sheriff's Office Activity Report. Butch Wieneke asked Deputy Steffens the benefit of patrolling in an unmarked car; Mayor and City Council discussed the practice noting several benefits of patrol in unmarked car.

Citizen Requests. None

Resignation from City Council – Dave Rasmussen

Accept Resignation from City Council. Mayor Doyle reported City Council member Dave Rasmussen submitted a letter of resignation from the City Council, the resignation to be effective after City Council action to accept it at the February 9, 2015 meeting. Dave Rasmussen stated he chose to resign because of recent health issues that have placed considerable demands on him. He stated he has enjoyed the opportunity to get to know and work with and get to know so many people during his tenure on the City Council; and encourages people to attend meetings. Mayor Doyle and City Council members expressed their appreciation for Mr. Rasmussen's service to Ely.

Hale moved to accept Dave Rasmussen's resignation from the City Council with regret; second by Grove. Motion carried – 4 to 0; Rasmussen not voting. Mayor Doyle noted Mr. Rasmussen's resignation was in effect after the motion, per Mr. Rasmussen's intent. Mr. Rasmussen left the meeting.

Determine Method for Filling Vacancy on City Council. Mayor Doyle reported Iowa Code presents two options for filling a mid-term vacancy on the City Council; for the City Council to appoint someone to fill the vacancy; and for the City Council to call a special election to fill the vacancy. He noted that voters may petition for a special election after the

City Council makes the appointment. Mayor and City Council discussed the matter; topics discussed include estimated cost of a special election, likely schedule of special election and that the person who fills the vacancy would serve no longer than the end of 2015.

Ballantyne moved for the City Council to fill the mid-term vacancy on the City Council through appointment as set out in §372.13(2a) of the Code of Iowa, and that the City Council intends to take action to appoint a person to fill the vacancy at the regular meeting at 7:00 p.m. on Monday March 9, 2015 in the Council Chambers at Ely City Hall, 1570 Rowley St.; second by Mehmen. Motion carried – 4 to 0.

Consensus of the Mayor and City Council was for interested people to contact Clerk/Administrator Anderson and turn in a completed City Council candidacy form by noon Thursday March 5, 2015.

Ely City Park Improvements Project.

Project Status Report. Clerk-Administrator Anderson reported water heater needs to be installed, counters need to be finished and final site restoration, grading and seeding also needs to be completed.

Resolution No. 15-0112-04, Approving Change Order #4. Mayor Doyle reported Change Order #4 to the Ely City Park Improvements Project is to install a 50-gallon commercial grade water heater instead of the three-gallon on-demand water heater included in project specifications, at an additional cost of \$2,977.12. He reported the larger water heater is necessary to comply with health code, and the Parks Commission recommends approving this change order. Ballantyne moved to approve Resolution No. 15-0209-04, Approving Change Order #4, second by Hale:

Aye: Mehmen, Grove, Hale, Ballantyne
Nay: None
Absent: None

Mayor Doyle declared the motion carried and resolution approved – 4 to 0.

Application for Payment No. 7, Seydel Construction. Ballantyne moved to approve Partial Payment No. 7 to Seydel Construction for the amount of \$4,849.14 under the Ely City Park Improvement project, second by Grove. Motion carried – 4 to 0.

Kunkel Addition to Ely

Construction Plans for Kunkel First Addition to Ely, Iowa. Clerk/Administrator Anderson reported City Engineer and Public Works Director reviewed municipal improvements construction plans for Kunkel First Addition submitted by Dan Schmidt, consulting engineer for Duane Kunkel. He reported Mr. Schmidt revised the proposed plans after each review, and that the version of plans dated 12/30/2014 incorporated all the changes and revisions requested by the city. City Engineer Scott Pottorff reported the proposed construction plans meet city standards and recommended approval. Mr. Pottorff noted Mr. Kunkel suggested centering the sanitary sewer serving properties on Worley Lane more in the street and for the city to stub out service lines for lots on the west side. Mayor and City Council discussed the proposed construction with Mr. Pottorff and Mr. Anderson. Mr.

Pottorff recommended leaving this sanitary sewer as presented in the plans; Mr. Anderson recommended stubbing sewer service lines to properties on the west side in anticipation of future needs.

Ballantyne moved to approve the municipal improvements construction plans for Kunkel First Addition, prepared by Dan Schmidt of Brain Engineering and dated 12/30/2014 with the addition of two sanitary sewer service lines stubbed from the Worley Drive sanitary sewer main and this sanitary sewer main to be installed under the street; second by Mehmen. Motion carried – 4 to 0.

Rogers Creek-Kunkel Addition Sanitary Sewer Expansion

Schedule Public Hearing re: Plans, Specifications and Form of Contract. Ballantyne moved to schedule a public hearing re: plans, specifications and form of contract for the Rogers Creek-Kunkel Addition Sanitary Sewer Expansion for 7:00 p.m. March 9, 2015, second by Hale. Motion carried – 4 to 0.

Ely City Park Parking Lot Project

Discuss Project. City Engineer Scott Pottorff discussed this project with the Mayor and City Council; he was directed to design the project for hot mix asphalt surface, to include constructing a concrete walk from the parking lot to the playground area as a bid alternate and to include installation of a gate or other vehicle obstruction across the walk.

Schedule Public Hearing re: Plans, Specifications and Form of Contract. Ballantyne moved to schedule a public hearing re: plans, specifications and form of contract for the Ely City Park Parking Lot project for 7:00 p.m. March 9, 2015, second by Mehmen. Motion carried – 4 to 0.

Highland Road Resurfacing Project

Discuss Project. City Engineer discussed project design options with Mayor and City Council. Consensus after discussion was: solicit alternate bids for concrete and asphalt surface, include extending work to Knoll Court as an alternate, include the City Park Parking lot project for bid with this project, work to start after July 4th 2015, with bids to be reviewed and awarded April 9, 2015.

Hoover Nature Trail from Ely City Park to Ely Community Center

Schedule Public Hearing re: Plans, Specifications and Form of Contract. Ballantyne moved to schedule a public hearing re: plans specifications and form of contract for the Hoover Nature Trail from Ely City Park to Ely Community Center project for 6:00 p.m. February 19, 2015, second by Hale. Motion carried – 4 to 0.

Review Bids Received through IDOT Bid Process. Deferred until March 19, 2015.

Resolution No. 15-0209-05, Making Award of Bid for the Hoover Trail Extension from Ely City Park to Community Center Project of 2015. Grove moved to table until February 19, 2015, second by Mehmen. Motion carried – 4 to 0.

Budget and Finance

Preparation of FY 2015-16 Budget, General Discussion of Priorities, Projects, etc. Mayor and City Council discussed the draft version of the budget; Clerk/Administrator Anderson noted Library and Parks budgets in this draft match the respective requests. Mr. Anderson summarized other aspects of the preliminary draft of the budget.

Schedule Public Hearing re: Proposed FY 2015-16 Budget and Property Tax Levy. Hale moved to schedule a public hearing re: the proposed FY 2015-16 budget and property tax levy for 7:00 p.m. March 9, 2015, second by Ballantyne. Motion carried – 4 to 0.

Administrative, Personnel and Staffing

Report re: Employee Life Insurance Benefit. Ballantyne moved to accept a quote for employee life insurance benefit from Principal Life Insurance for \$10,000 life and accidental death/dismemberment for \$585.36/year; second by Mehmen. Motion carried – 4 to 0.

Resolution No. 15-0209-06, 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. Hale moved to approve Resolution No. 15-0209-06, 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, second by Mehmen

Aye: Mehmen, Grove, Hale, Ballantyne

Nay: None

Absent: None

Mayor Doyle declared the motion carried and resolution approved – 4 to 0.

Resolution No. 15-0209-07, Authorizing the Approval of and Participation in an Agreement under Iowa Code Chapter 28E to Establish an Agency to be Known as the Iowa Cities E-Payment Aggregation System (“iCash). Hale moved to approve Resolution No. 15-0209-07, Authorizing the Approval of and Participation in an Agreement under Iowa Code Chapter 28E to Establish an Agency to be Known as the Iowa Cities E-Payment Aggregation System (“iCash); second by Mehmen.

Aye: Mehmen, Grove, Hale, Ballantyne

Nay: None

Absent: None

Mayor Doyle declared the motion carried and resolution approved – 4 to 0.

Review/Discuss Draft Procurement Policy. Mayor and City Council deferred discussion on this item until a future date.

Discussion Items.

Hale moved to adjourn, second by Grove; motion carried – 4 to 0. The meeting adjourned at 8:56 p.m.

James E. Doyle Jr., Mayor

Attest:

Aaron Anderson, Clerk/Administrator