

**ELY CITY COUNCIL  
REGULAR MEETING  
SEPTEMBER 8, 2014  
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, Becky Shoop, Sarah Sellon, Scott Pottorff, City Engineer Scott Pottorff and Clerk-Administrator Aaron Anderson.

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

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

- Agenda, as presented.
- Minutes of the August 11, 2014 regular meeting.
- Treasurers Report for the period ended August 31, 2014.
- Bills Payable for September 2014 totaling \$167,022.01.

Motion carried – 5 to 0.

Treasurer’s Report (summary) for the period ended August 31, 2014

	Receipts	Disbursements	Transfers	Ending Balance
General	\$ 10,375.25	\$ 30,694.70		\$ 685,868.35
Road Use	20,146.76	9,421.86		23,077.20
L O S T	17,813.01			177,860.79
TIF Fund				60,325.16
Debt Service				8,037.95
Other Projects	1,093,510.00	89,696.42		1,115,954.51
Library Project				-64.23
Way Point Sign				-25,052.89
North End Infra				-28,859.93
Water Utility	18,516.50	14,364.59		305,963.21
Water/Sewer Reserve	5,888.34			126,801.44
Sewer Utility	27,424.82	20,002.96		54,247.59
Sewer Debt Service	11,788.34			41,721.18
Sanitary Utility	6,277.62	6,665.70		32,654.37
Storm Water	38.00			312.80
Farmers Market	190.00			1,220.76
PR Clearing	12,287.87	11,524.85		1,869.39
Totals	\$1,224,266.51	\$ 182,365.08		\$ 2,588,921.56

**Communications.** Library Director Sarah Sellon presented a report on activities at the Ely Public Library. Linn County deputy distributed the monthly Sheriff’s Office Activity Report.

**Citizen Requests.** Becky Shoop stated she is a candidate for Linn County Supervisor District 5 which includes Ely, and spoke shortly with the Mayor and City Council. Jim Miller thanked the City Council and Public Works Department for patching black top in town.

**Fall Fest – September 26 & 27, 2014.**

**Authorize Temporary No Parking Locations and Temporary Closing of Streets to Traffic for Fall Fest 5K & 1-Mile Events.** Ballantyne moved to authorize the following:

- Temporary no parking on the north side of Dows Street between Hillcrest St. and Plainview Rd. from 2:00 to 7:30 p.m. Friday September 26, 2014
- Temporarily closing Hillcrest Street, North Drive and Highland Road to traffic from 6:45 p.m. to 7:30 p.m., or until after the last participant has cleared the area, Friday September 26, 2014.

Hale seconded the motion. Motion carried – 5 to 0.

**Ely City Park Improvements Project.**

**Resolution No. 14-0908-46, Approving Change Order No. 1.** Mayor Doyle reported this resolution formally accepts the contract changes discussed at the August meeting resulting in a \$7,850.00 decrease in cost of contract. Ballantyne moved to approve Resolution No. 14-0908-46, Approving Change Order No. 1, second by Mehmen.

Aye: Ballantyne, Rasmussen, Hale, Grove, Mehmen

Nay: None

Absent: None

Mayor Doyle declared the motion passed and resolution adopted – 5 to 0.

**Application for Payment No. 2, Seydel Construction.** Ballantyne moved to approve Partial Payment No. 2 to Seydel Construction for the amount of \$62,313.50 for the Ely City Park Improvement project, second by Hale. Motion carried – 5 to 0.

**Downtown Main Street Parking Lot Project**

**Project Status Report.** City Engineer Scott Pottorff reported on project status; he expects they will sealcoat the alley and Main Street soon. Mr. Pottorff reported Metro Pavers reports the light fixtures are delayed in fabrication and are expected to be delivered in early October. Mayor and City Council discussed a curb opening proposed by the Clerk/Administrator for the former Croy property, and directed it not be performed. Mr. Pottorff reported that storm sewer manholes could not be restocked, and additional work related to installing storm sewer on the east side of Main Street increase contract cost by \$3,187.90, which is reflected in Change Order No. 1.

**Resolution No. 14-0908-47, Approving Change Order No. 1.** Ballantyne moved to approve Resolution No. 14-0908-47, Approving Change Order No. 1, second by Mehmen.

Aye: Ballantyne, Rasmussen, Hale, Grove, Mehmen

Nay: None

Absent: None

Mayor Doyle declared the motion passed and resolution adopted – 5 to 0.

**Construction Progress Payment No. 2 – Metro Pavers, Inc.** Ballantyne moved to approve Construction Progress Payment No. 2 from Metro Pavers, Inc. in the amount of \$37,167.14, second by Hale. Motion carried – 5 to 0.

**Hoover Trail Extension from Ely City Park to Community Center at 1570 Rowley St.**

**Project Status Report, City Engineer Scott Pottorff.** Scott Pottorff, City Engineer, reported he submitted preliminary “check” plans to IDOT and that the project is on schedule to let bids in the January 2015 IDOT bid letting. Mayor and City Council discussed with Mr. Pottorff; including that the trail will be extended all the way to the Fire Station, staff will investigate extending the trail to Ely Manor, and explore having the trail on the east side of the tree at the community center.

**Banner Valley Road/Banner Valley Creek.**

**Engineer’s Report re: Project to Re-Grade a Segment of Banner Valley Road.** City Engineer Scott Pottorff presented graphics illustrating two road profiles, one specifically based on the preliminary design prepared by Hall & Hall Engineering in 1999, another that would meet a 100-year event design standard. Mayor and City Council discussed the two options with Mr. Pottorff, including that the Hall & Hall option would convey more water and exceed the 100-year storm event, and that the road will be surfaced with sealcoat after the grading work. Mr. Pottorff reported the estimated the profile based on the Hall & Hall concept as \$40,114.00, and the alternate concept at \$23,238.00.

**Resolution No. 14-0908-48, Accepting Quote to Perform Grading and Street Surfacing on Banner Valley Road.** Mehmen moved to approve Resolution No. 14-0908-48 and accept the quote from LL Pelling to perform grading and street surfacing on Banner Valley Road based on the “Hall and Hall” road profile prepared by the City Engineer at estimated cost of \$40,114.00; second by Hale.

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

Mayor Doyle declared the motion passed and resolution adopted – 5 to 0.

**Public Works – Streets, Water, Sewer & Equipment.**

**Curb, Gutter Repairs at Intersection of Plainview and Dows Street.** Mayor Doyle reported Public Works Director Ron Stark solicited quotes to repair curbing and a storm sewer intake on the north east side of the intersection of Plainview Dr. and Dows Street, and the low quote is from Brown Concrete and Backhoe to perform the work for \$7,260.00 plus \$300.00-\$400.00 to repair the storm sewer intake. Hale moved to accept the quote of \$7,260.00 plus \$300-\$400 to repair the storm intake from Brown Concrete and Backhoe to repair curbing and storm sewer intake; second by Ballantyne. Motion carried - 5 to 0.

**Accept Quote/Authorize Purchase of “Trash Pump.** Hale moved to accept a quote to purchase a 4-inch “Trash Pump” from Altorfer Rents for \$2,508.75, second by Grove. Motion carried – 5 to 0.

**Authorize Accepting Quotes for Electrical and Equipment Use for STM Replacement Drive Project at WWTP.** Grove moved to authorize the Public Works Director to accept the following quotes, or any lower that may be received, for work associated with the project to replace the WWTP aerator wheels:

- E&J Electrical – electrical work; \$2,400.00 on time and material basis

- Brown Well Pump Service - \$130/hour for track hoe use.
- Hale seconded the motion. Motion carried – 5 to 0.

### **Administrative, Personnel and Staffing**

**Resolution No. 14-09089-49, Approving 2013-14 Street Finance Report.** Ballantyne moved to approve Resolution No. 14-0809-49, Approving 2013-14 Street Finance Report, second by Grove.

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

Mayor Doyle declared the motion passed and resolution adopted – 5 to 0.

**Report re: Recruitment of Feasibility Committee for Cultural, Recreational, Community Facility.** Mayor and City Council discussed status of recruiting members for the committee to consider the feasibility of a cultural, recreational, community facility in Ely, including what the committee entails and expectations. Clerk-Administrator was directed to include an article that further explains the committee goals and expectations in the next newsletter, and to schedule a public informational meeting for mid-October.

**Amendment to Intergovernmental Agreement with Linn County re: Building Inspection.** Clerk-Administrator Anderson reported this amendment with Linn County would include Linn County Building Inspection performing electrical inspections for new single and two-family residential construction, and that Linn County building inspectors will perform a “plan-check” before a building permit may be issued. Mayor and City Council discussed, including impact on how long it takes to review and issue a permit. Ballantyne moved to approve the amendment to intergovernmental agreement with Linn County, second by Grove. Motion carried – 5 to 0.

Mayor and City Council discussed possibly adopting commercial building codes. The Clerk-Administrator was directed to invite a representative from Linn County Building Inspection to attend the October 13 City Council meeting to discuss commercial building code.

**Discuss Draft Ordinance re: Special Events.** Mayor and City Council discussed a draft ordinance re: special events and expressed preference for the following changes:

- Add that the fee will be waived for municipal government related events.
- Add that the sponsor must provide at least one ADA accessible portable toilet.
- Add that the sponsor must have at least one off duty law enforcement officer as security for alcohol events.
- Present two options for when music must end: seasonally from Memorial to Labor Day music must end by midnight, otherwise 11 p.m.; the other a set time with criteria for waiver to allow a later time.

Clerk-Administrator was directed to revise the draft and report back to City Council at the October 13, 2014 meeting.

**Payment of Portion of Survey Cost, 285 Jappa Rd.** Clerk-Administrator Anderson reported Brent and Sue Paige requested Ely pay a portion of the cost of a survey they had performed to locate a corner pin obliterated when a fire hydrant was replaced at 285 Jappa Road. Hale moved to pay \$171.75 to MMS Consultants as a portion of the invoice for performing a survey at 285 Jappa Road; second by Grove. Motion carried – 5 to 0.

**Discussion Items**

- Clerk-Administrator was directed to send specific notices for people to trim trees in the street right of way on Southbrook Drive.
- Clerk-Administrator was directed to contact Linn County regarding tall weeds at the intersection of Weight Brothers and Ely Road.
- Public Works is to work on trimming trees on the Hoover Trail south of Wright Bros. Blvd.
- Clerk-Administrator was directed to ask the Sheriff's Office to check the area of the Library after bar close.

Hale moved to adjourn, second by Grove; motion carried – 5 to 0. The meeting adjourned at 8:49 p.m.

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James E. Doyle Jr., Mayor

Attest:

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Aaron Anderson, Clerk/Administrator