

Earlham City Council Meeting
September 10, 2018

The Earlham City Council met in regular session on Monday, September 10, 2018, 7:00 p.m., at Earlham City Hall. Mayor Jeff Lillie called the meeting to order at 7:00 p.m. and the following answered roll: Fredericksen, Griswold, Payne, Petersen, Swalla. Staff present: Clerk Hibbs, Police Chief Heimdal, Public Works Superintendent Coffman.

1. Approval of Agenda

Motion by Fredericksen, second by Griswold to approve agenda.

Roll: Ayes – unanimous. Motion passes.

2. Public Forum - None

3. Consent Agenda:

- a. Minutes of August 13, 2018 Council meeting
- b. September 10, 2018 Treasurer's report
- c. September 10, 2018 Claim & Receipts report
- d. Consider approval of FY18 Annual Urban Renewal Report
- e. Consider approval of Mayor's appointment of Nikki Lilly to the Earlham Library Board.

Motion by Petersen, second by Payne, to approve consent agenda.

Roll: Ayes – unanimous. Motion passes.

4. Boards, Commission, Committee Reports

a. Public Safety Committee

Chairperson Payne stated they had decided on the purchase of a 2017 Charger from the Kansas State Patrol to replace the 2014 Charger. Chief said it was not a 2017, as he thought, but rather a 2016. Chief will get the equipment out of the 2014. The 2017 will be ready to pick up the end of this month, however, the installers cannot get to it until November. Consensus of council to proceed with purchase. Budget amendment will be prepared for this for council approval

b. Municipal Enterprises Committee

Chairperson Fredericksen said they had discussion with Travis Squires from PiperJaffray regarding financing of the water tower, and subsequently, the sewer lagoon project. Looking at doing tower project in 2019. Looking at raising tax levy in conjunction with rate increases and TIF to finance project. Hibbs will contact Ahlers Law Firm and Simmering Cory regarding progress on the Urban Renewal Plan, as we need to get the TIF base established sooner rather than later. Council wants Squires to meet with Committee again to hash over numbers. Hibbs will contact Squires to set up meeting.

5. Department Reports

a. Public Works - Gary Coffman, Public Works Supervisor

Coffman reported on sump pump checks, mowing & trimming, new backhoe is here. He took signs to quarries regard truck traffic and it seems to have worked. Valves & hydrants have been exercised with no issues found. Pool ready for winterization. Patching potholes and working alleys. Sold sander for \$1500. Helped with moving concrete at school. Still looking for leak. Flow meters will be taken out next week.

b. Police - Police Chief Jason Heimdal

The 2016 car will be ready in a couple of weeks. Installation of equipment can't be scheduled until November. Presentation to Vacation Bible School along with fire department. Noted someone asked about placing a stop sign at the north exit of the Community Building parking lot due to blind corner to pedestrian traffic. Several solutions discussed. Consensus was stop sign would be best.

6. OLD BUSINESS

- a. Discussion on Commercial Urban Revitalization Plan
Hibbs reported we received information from Simmering Cory regarding the commercial tax abatement. They presented a couple of options as permitted by state law, but said the best for us would be a 10-year graduated abatement. Consensus was to go with the 10-year option.
- b. Further discussion on creation of Earlham Development Board.
Hibbs stated she did research on a board as a City board or as an outside entity and found that most cities have these as an outside entities. In speaking with the League of Cities, they also stated this is typically the way smaller communities handle this. Following discussion, Council decided this was the way to go. Mayor will help recruit members and volunteered to be on the board to represent the interest of the City. Swalla also stated he would like to be on board. Hibbs stated that once the members are in place we can have someone from Iowa State Extension come meet with them to help discuss goals and direction.

7. NEW BUSINESS

- a. Consider approval of the First Reading of Ordinance No. 402 Amending Code of Ordinances of Earlham Iowa, Provisions Pertaining to Truck Routes
Motion by Swalla, second by Payne, to approve the First Reading of Ordinance No 402 Amending the Code of Ordinances of Earlham, Iowa, Provisions Pertaining to Truck Routes.
Roll: Ayes – unanimous. Motion passes.

Motion by Fredericksen, second by Griswold, to waive the Second and Third Readings of Ordinance No. 402.
Roll: Ayes – unanimous. Motion passes and Ordinance No. 402 is approved.
- b. Consider approval of Drawdown #5/FINAL for the Earlham Housing Rehabilitation Program.
Hibbs stated the project was complete. An audit was held by the State this week and SICO representative Becky Nardy said everything went well and there were no problems with the audit.
Motion by Payne, second by Petersen, to approve Drawdown #5/FINAL for the Earlham Housing Rehabilitation Program.
Roll: Ayes – unanimous. Motion passes.
- c. Consider approval of Piper Jaffray Engagement Letter for Water Tower/System upgrades, Sewer Plant/System Upgrades, Fire Station, Sewer and Storm Lining, Street Improvements.
Motion by Fredericksen, second by Swalla, to approve Piper Jaffray Engagement Letter.
Roll: Ayes – unanimous. Motion passes.
- d. Consider approval on details for P.I.E. Color Run - Amanda Marsh
The P.I.E. Color Run is scheduled for Saturday October 6th, starting at the School at 9:00 a.m. and going till Noon. No street closures will be necessary. Asked for permission to mark route with washable street paint. Consensus of Council to approve.
- e. Discussion on placing stop sign at north exit of Community Building parking lot.
Following earlier discussion, it was decided a stop sign with “caution pedestrians” should be placed there. Hibbs said she would prepare a resolution for the next meeting.
- f. Set Tuesday, October 31, 2018, as Beggar’s Night in Earlham
Mayor Lillie declared Tuesday, October 30, 2018, 6:00 p.m. to 8:00 p.m., as Beggar’s Night.

8. Mayor’s Report

Last Thursday Mayor attended a meeting with a group applying for a grant to get some bigger acts/bands for the concert in the Park series. Mayor will write a letter stating his support and our in-kind contributions, such as electricity, security, venue, etc.

9. Clerk's Report

Received an approval letter from Wellmark regarding the grant for the tennis courts renovation. Following publication in next week's Madisonian, Ordinance No 401 will become effective. Hibbs has 3 applications for tax abatement on new construction ready to be approved at next month's meeting.

Hibbs ask Coffman to address the situation regarding the empty lot at NW 4th Street between Locust and Elm Avenues. We have been mowing it for years. A group of men were the previous owner, all of which, except one, are deceased. We have a letter for the Madison County Treasurer dated 2012 stating we could purchase this property for \$2770. At Council direction, Hibbs will contact the County to see if they would just like to deed this over to city.

10. Council comments/discussion – none.

11. Adjourn

Motion by Swalla, second by Petersen, to adjourn.

Roll: Ayes – unanimous. Motion passes.

Being there is no further business, the meeting was adjourned at 8:08. p.m.

Jeff Lillie, Mayor

Attest: _____
Mary Sue Hibbs, Clerk/Treasurer