

**UNAPPROVED MINUTES**  
**Earlham City Council Meeting**  
**February 14, 2022**

The Earlham City Council met in regular session on Monday, February 14, 2022, at Earlham City Hall. Mayor Lillie called the meeting to order at 7:00 p.m., and the following answered roll: Baskin, Fredericksen, Mudge, Nelsen, Swalla. Also present: Clerk Hibbs, Public Works Superintendent Coffman, Police Chief Heimdal.

1. Approval of Agenda

**Motion by Baskin, second by Fredericksen, to approve agenda.**

**Roll: Ayes – unanimous. Motion passes.**

2. Public Hearing – Max Levy for FY23 Budget

Mayor Lillie called the public hearing open at 7:01 p.m. Hibbs explained the Max Levy and how the Finance Committee decided on the number. She explained the FY23 levy presented will help keep the total levy rate below FY22 levy, while keeping it level with what will be anticipated for FY24 due to the Sewer Lagoon Project. There was no public present to speak to the issue. Hibbs mentioned there were no written or oral comments received at city hall.

**Motion by Nelsen, second by Swalla, to close public hearing.**

**Roll: Ayes – unanimous. Motion passes.**

3. Public Forum

Lauren Volz, United Risk Services, told council he will be retiring as our insurance agent. He brought his replacement, Joe Vens, into city hall earlier to meet Clerk Hibbs. Vens specializes in public entities. Mayor, Council and Clerk expressed their appreciation for the years of service that Mr. Volz has provided to the City.

4. Consent Agenda:

a. Council meeting minutes for 01-10-22, 1-13-22, 1-20-22, and 1-27-22.

b. Treasurer's Report for 02-14-22

c. Claims and Receipts Report for 02-14-22

d. Consider approval of Resolution 22-07 A Resolution to Participate in the Planning and Development Programs of the Southern Iowa Council of Governments.

e. Consider approval a 5-day Class A Liquor License for 3/01/22 - 3/05/22 for Bricker-Price Block Corporation.

f. Consider approval of Prairie Meadows Community Development Grant and Greater Madison County Community Development Grant for Swimming Pool Renovation Project.

**Motion by Baskin, second by Mudge, to approve consent agenda.**

**Roll: Ayes – unanimous. Motion passes.**

5. Department Reports

a. Public Works - Gary Coffman, Public Works Supervisor

Christmas decorations taken down, cleared snow, did some work in the Community Building, replaced several water meters, took down several trees. Stated he had accident with the wing-blade on the snow plow. He hit the curb with the blade and it snapped up breaking the window and denting the door. It has been repaired. The new plow truck is now ready to go, so can put the old one out for bid. After some discussion, Council said to ask for a \$6000 minimum bid. Stated Adel Tree is in town this week for ash tree removal. He has been working on getting information on pool bids and working with engineers on the Clean Water SRF Sponsored Project.

b. Police Department – Chief Jason Heimdal

Did some adjustment work on the camera at the park. Per request, attended Representative Cindy Axne round table event held, at Beans & Beignets, for security. Swalla asked about a race car frame sitting in the front yard at 550 NW 6<sup>th</sup>. Chief said he will send a letter.

6. BOARDS & COMMITTEE

- a. Finance/Budget. Chairperson Baskin reported on Max Levy amount and how it was achieved. Trying to keep levy rate steady anticipating the Sewer Lagoon Project next year. Had discussion on new fire station, public works building, and pool. No big requests from departments for FY23.

7. NEW BUSINESS

- a. Consider approval of Resolution No. 22-08, Determining the Necessity and Fixing Date for a Public Hearing On The Matter of the Adoption of a Proposed Amendment No. 1 to the Earlham Urban Revitalization Plan for the Earlham Urban Revitalization Area for March 14, 2022, 7:00 p.m. at Earlham City Hall  
**Motion by Baskin, second by Swalla, to approve Resolution No. 22-08, Determining the Necessity and Fixing Date for a Public Hearing On The Matter of the Adoption of a Proposed Amendment No. 1 to the Earlham Urban Revitalization Plan for the Earlham Urban Revitalization Area, for March 14, 2022, 7:00 p.m. at Earlham City Hall**  
**Roll: Ayes – unanimous. Motion passes.**
- b. Consider approval of Resolution No 22-09, Authorizing the Submittal by the City of Earlham, Iowa, of a Clean Water SRF Water Resource Restoration Sponsored Project Application to the Iowa Department of Natural Resources.  
**Motion by Swalla, second by Fredericksen, to approve Resolution No. 22-09, Authorizing the Submittal by the City of Earlham, Iowa, of a Clean Water SRF Water Resource Restoration Sponsored Project Application to the Iowa Department of Natural Resources.**  
**Roll: Ayes – unanimous. Motion passes.**
- c. Consider approval of Resolution No. 22-10, a Resolution Fixing Date for a Meeting on the Authorization of a Loan and Disbursement Agreement and the Issuance of not to Exceed \$410,000 Sewer Revenue Capital Loan Notes of The City of Earlham, Iowa, for March 14, 2022, 7:00 p.m. at Earlham City Hall, and Providing for Publication of Notice Thereof.  
**Motion by Nelsen, second by Baskin, to approve Resolution No. 22-10, a Resolution Fixing Date for a Meeting on the Authorization of a Loan and Disbursement Agreement and the Issuance of not to Exceed \$410,000 Sewer Revenue Capital Loan Notes of The City of Earlham, Iowa, for March 14, 2022, 7:00 p.m. at Earlham City Hall and Providing for Publication of Notice Thereof.**  
**Roll: Ayes – unanimous. Motion passes.**
- d. Consider approval of Resolution No. 22-11, Approving the Maximum Property Tax Dollars for Budget year July 1, 2022 through June 30, 2023.  
**Motion by Baskin, second by Mudge, to approve Resolution No. 22-11, Approving the Maximum Property tax Dollars for Budget year July 1, 2022 through June 30, 2023.**  
**Roll: Ayes – unanimous. Motion passes.**
- e. Discussion and possible action on Levitt AMP Earlham Music Series – Connie Terry  
Terry mentioned they received the Levitt AMP Grant for two years due to Covid. She stated the state has given the Earlham Music Series \$10,000 in the past, but this year has reduced that to \$5,000. Therefore, Chicks With Checks are asking the City for an increase in their donation from \$5,000 to \$7,500. Mayor and council members praised the work Chicks with Check has done to make this happen and how it has benefitted the City. Hibbs stated \$5,000 has been budgeted, and she felt there was enough money in the General Fund to cover the rest of their request.  
**Motion by Baskin, second by Swalla, to grant the Earlham Chicks With Checks \$7,500 towards the Levitt AMP Earlham Music Series.**  
**Roll: Ayes – unanimous. Motion passes.**
- f. Discussion on personal email accounts for council.  
Hibbs stated it has been recommended by Cade Curtis at Mainstay Systems that the council begin using a city email address instead of their personal email. Hibbs said she will contact our website administrator for help on this.

- g. Set the date and time for the Public Hearing on the City of Earlham FY23 Budget for Monday, March 14, 2022, at 7:00 p.m.

**Motion by Mudge, second by Nelsen, to Set the date and time for the Public Hearing on the City of Earlham FY23 Budget for Monday, March 14, 2022, at 7:00 p.m.**

**Roll: Ayes – unanimous. Motion passes.**

8. Mayor's Report

Stated he attended county department budget meetings. Asked Coffman to report on the windmill public hearing held in Winterset. Mayor informed council members, the board of supervisors will now serve one of three districts. Our district election is this November.

9. Clerk's Report

Hibbs informed council that she had an email conversation with Mickey Shields at the Iowa League of Cities regarding possibly not having to engineer a new public works building. He stated if the metal structure is pre-engineered, we would just need our engineer to sign off on the project. This would save time and money. Hibbs said this could possibly be a use for the ARPA money we received. Mentioned she had a conversation with Travis Squires of Piper Sandler regarding new fire station funding. There are several options. Hibbs and Nelson are working on grants for pool renovation. Hibbs stated she would like to find an additional grant.

10. Council comments/discussion - none

11. Adjourn

**Motion by Baskin, second by Swalla, to adjourn.**

**Roll: Ayes – unanimous. Motion passes.**

Being there was no further business, meeting was adjourned at 8:19 p.m.

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Jeff Lillie, Mayor

Attest: \_\_\_\_\_  
Mary Sue Hibbs, Clerk/Treasurer