

UNAPPROVED MINUTES
Earlham City Council Meeting
November 14, 2022

Oath of Office – Mayor Jeff Lillie administered the Oath of Office to new Earlham Police Officer Robert “Rob” J. Donovan, at 7:00 p.m.

The Earlham City Council met in regular session on Monday, November 14, 2022, at Earlham City Hall. Mayor Lillie called the meeting to order at 7:02 p.m., and the following answered roll: Baskin, Fredericksen, Nelsen, Swalla. Absent: Mudge. Also present: Clerk Hibbs, Police Chief Stringham, Public Works Supervisor Coffman.

1. Approval of Agenda

Motion by Baskin, second by Nelsen, to approve agenda.

Roll: Ayes – unanimous. Motion passes.

2. Public Forum – none.

3. Consent Agenda:

a. Council meeting minutes for 10-10-22, 10-13-22, and 10-24-22.

b. Treasurer’s Report for 11-14-22

c. Claims and Receipts Report for 11-14-22

d. Consider approval of renewal of Liquor License #LC0042163 for West Side Bar & Grille Inc.

e. Consider approval of appointment of Colleen Petersen to the Earlham Community Center Board.

Motion by Fredericksen, second by Swalla, to approve consent agenda.

Roll: Ayes – unanimous. Motion Passes

4. Department Reports

a. Public Works - Gary Coffman, Public Works Supervisor

Parks are closed and winterized. Stated pool renovations will not be started until next fall. Replaced broken street light poles and bulbs replaced. Mayor is getting quote for new poles for the downtown area. Current ones are past their life expectancy. New furnace installed in the shop. Crack sealing the streets is done. Leaves picked up in parks, etc. Sewer Project is progressing. Truck was sold to high bidder, Adel Tree Co., for \$8100. Unable to locate original title, so we are waiting on receiving a new title from Madison County.

b. Police Department – Chief Matt Stringham

Purchased 4 new tires due to being stop-sticked as a result of multi-department high-speed chase. Present at Bricker Price Harvest Table dinner; gave a Halloween safety talk to grades 1-5. Had a physicality test for officer applicants. Held firearm qualification. Will re-qualify two times a year. Discussed the possibility of camera(s) at city hall for security.

5. Board, Commission, Committee Reports - None

6. UNFINISHED BUSINESS

a. Swimming pool renovation and new public works building.

See note under Public Works report

b. Comprehensive Plan Update

Hibbs stated Jeremy Rounds with SICOG is putting a plan together.

7. NEW BUSINESS

a. Consider approval of Ordinance No 441 Ordinance Amending the Code of Ordinances of The City of Earlham, Iowa, 2017, by Amending Chapter 106 Collection of Solid Waste.

Swalla asked if we should put this out for bids. Discussion on doing due diligence and sending out RFP’s for garbage service

Motion by Nelsen, second by Swalla, to TABLE Ordinance No 441.

Roll: Ayes – unanimous. Motion passes.

- b. Consider approval of Resolution No 22-38, Approving Placement of Stop Signs, Both Northbound and Southbound, on NW Locust Avenue at the intersection with NW 3rd Street.
ECSD Superintendent Kaster stated this is an uncontrolled intersection. Stringham said there have been several close calls at this intersection.
Motion by Swalla, second by Baskin, to approve Resolution No 22-38, Approving Placement of Stop Signs, Both Northbound and Southbound, on NW Locust Avenue at the intersection with NW 3rd Street.
Roll: Ayes – unanimous. Motion passes.
- c. Consider approval of Resolution No 22-40, Amending Resolution 22-35 by including the 2022 Procurement and Contracting Guide, and the Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure, to the Earlham Purchasing Policy.
Hibbs stated this is required for the FEMA grant for the new storm siren.
Motion by Fredericksen, second by Nelsen, to approve Resolution No 22-40, Amending Resolution 22-35 by including the 2022 Procurement and Contracting Guide, and the Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure, to the Earlham Purchasing Policy.
Roll: Ayes – unanimous. Motion passes.
- d. Consider approval of Resolution No 22-41 Resolution approving and authorizing a form of Loan and Disbursement Agreement by and between the City of Earlham, Iowa, and the Iowa Finance Authority, and authorizing and providing for the issuance and securing the payment of \$2,475,000 Sewer Revenue Capital Loan Notes, Series 2022, of the City of Earlham, Iowa, under the provisions of the Code of Iowa, and providing for a method of payment of said Notes; Approval of the Tax Exemption Certificate.
Motion by Fredericksen, second by Baskin, to approve Resolution No 22-41 Resolution approving and authorizing a form of Loan and Disbursement Agreement by and between the City of Earlham, Iowa, and the Iowa Finance Authority, and authorizing and providing for the issuance and securing the payment of \$2,475,000 Sewer Revenue Capital Loan Notes, Series 2022, of the City of Earlham, Iowa, under the provisions of the Code of Iowa, and providing for a method of payment of said Notes; Approval of the Tax Exemption Certificate.
Roll: Ayes – unanimous. Motion Passes
- e. Consider approval of Resolution No 22.42 Resolution Approving the Application for Tax Abatement for 145 SW Walnut Avenue, Earlham, Iowa
Motion by Baskin, second by Swalla, to approve Resolution No 22.42 Resolution Approving the Application for Tax Abatement for 145 SW Walnut Avenue, Earlham, Iowa
Roll: Ayes – unanimous. Motion passes.
- f. Consider approval of motion to approve a new 5-year contract with Ankeny Sanitation Inc. for the Sanitation Service.
Motion by Nelsen, second by Baskin, to TABLE approval of contract.
Roll: Ayes – unanimous. Motion passes.
- g. Consider approval of motion to approve a Financial Services Agreement with Piper Sandler on the SRF for the Sewer Lagoon Project.
Motion by Fredericksen, second by Swalla, to approve Agreement with Piper Sandler for Financial Services Agreement on the SRF for the Sewer Lagoon Project.
Roll: Ayes – unanimous. Motion passes.
8. Mayor's Report
Stated has been attending multiple meetings. Thanked Chief Stringham for the good job he did during the hiring process for the new officer.

9. Clerk's Report

- Community Building Board wants to know if they need to pay back money to Gen Fund for AC/HTG replacement? Mayor suggested/council concurred to tighten budget for next several years and raise rates. Nelsen asked about precedent if another entity asked for similar funds - Mayor stated Library needs new furnace soon. Mayor they should tighten up budget next couple of years so there isn't a need for city to transfer money to their Fund. Swalla asked if they raised rates yet? Hibbs said she recently found out the Board has a checking account and a CD. CB Board is going to start having Bingo to help raise funds. They plan on putting proceeds into Board funds (checking/CD). Mayor said ask Sam on that. Discussion on oversight/transparency.
- Received word from Warren Water that rates will be going up April 1, 2023.
- New City Seal design? Will send(s) idea to council.
- Received information from Iowa League of Cities on AD&D policy for fire department. Discussion.

10. Council comments/discussion

11. Adjourn

Motion by Fredericksen, second by Baskin, to approve adjourn.

Roll: Ayes – unanimous. Motion passes.

Being there was no further business, meeting was adjourned at 8:01 p.m.

Jeff Lillie, Mayor

ATTEST: _____
Mary Sue Hibbs, Clerk