

UNAPPROVED MINUTES
Earlham City Council Meeting
November 13th, 2023

The Earlham City Council will meet in regular session on Monday, November 13, 2023. Mayor Lillie called the meeting to order at 7:00 p.m. and the following answered roll: Fredericksen, Miller, Mudge, Nelsen. Absent: Baskin. Also present: Clerk Hibbs, Police Chief Stringham, Public Works Supervisor Coffman, Fire Chief Boyle.

1. APPROVAL OF AGENDA

Motion by Fredericksen, second by Mudge, to approve agenda.

Roll: Ayes – unanimous. Motion passes.

2. PUBLIC HEARING

On the matter of the adoption of Amendment No. 2 to the Earlham Urban Revitalization Plan.

Mayor Lillie declared the Public Hearing open at 7:01 p.m. No one present to address the issue. Hibbs stated there were no written or oral reports received at City Hall.

Motion by Fredericksen, second by Nelsen, to close the public hearing.

Roll: Ayes – unanimous. Motion passes.

3. PUBLIC FORUM – None.

4. CONSENT AGENDA:

a. Council meeting minutes for 10-9-23.

b. Treasurer's Report for 11-13-23

c. Claims and Receipts Report for 11-13-23

d. Consider approval of Application No 189563 for LC0042163 Class C Retail Alcohol License for West Side Bar & Grille Inc, effective 11-17-23.

e. Consider approval of application for tax abatement on 340 NW 2nd Street

f. Consider approval of SW credit in the amount of \$278.54 for 445 NW 3rd Street (left hose on)

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

Roll: Ayes – unanimous. Motion passes.

5. DEPARTMENT REPORTS

a. Public Works - Gary Coffman, Public Works Supervisor

Weed Spraying. Mowing done for season. Street project is done and drainage should be better. Has picked up leaves. Can either burn them with permission by Fire Department, or haul them to Petticort. Leaf pile is usually at the lagoon, but now behind city shop. Nine trees were planted at the park. Should be taking out 5 more trees in the park. Lagoon project is 98% done. Working on electric, and waiting on 2 pumps. Alot going on out there. Supposed to be up and running by December 1st. Helped Chief put speed sign up south side of town. Flushing water mains Thursday night. Mayor stated new street lights ordered and should be here soon.

b. Police Department – Chief Matt Stringham

New tires for Donovan's car. Harvest Dinner went well. Trick or Treat was held inside because of cold evening. Put in the speed sign from the grant we received. Will be doing Shop With A Cop with Madison County Sheriff's Department. Got approval on COPS grant. Chief thanked Kristy for all of her work to get this. Received a letter from Department of Public Safety, on the crime reporting system, verifying EPD has satisfied the Iowa Uniform Crime Reporting program's agency certification requirements.

c. Fire Department – Chief Shawn Boyle

Open House October 10th for Fire Prevention Week. Approximately 150 people attended. Chief and several members went to Toynes for a pre-construction meeting on new truck. Also participated in the Trick or Treat event, and will be doing the Shop With A Cop. 128 fire calls to date.

6. BOARD, COMMISSION, COMMITTEE REPORTS

a. Board of Adjustment

Hibbs reported on the meeting held on November 6, 2013, regarding request for variance from Colin & Jordan Russell for a garage at 210 NW 4th Street. She stated the variance was denied. Mayor added we will try to help address the matter. (see 8g below for more discussion).

7. UNFINISHED BUSINESS

- a. Discussion and possible action on amending noise ordinance or amending Community Building rental agreement regarding noise/music. - No update.

8. NEW BUSINESS

- a. Consider approval of the First Reading of Ordinance No. 448 an Ordinance Amending the Code of Ordinances of the City of Earlham, Iowa, 2017, Chapter 75 Golf Carts, ATVs, UFVs, and Snowmobiles
Motion by Fredericksen, second by Mudge, to approve the First Reading of Ordinance No. 448 an Ordinance Amending the Code of Ordinances of the City of Earlham, Iowa, 2017, Chapter 75 Golf Carts, ATVs, UFVs, and Snowmobiles.

Roll: Ayes – unanimous. Motion passes.

- b. Consider approval of waiving Second and Third Readings of Ordinance No. 448 an Ordinance Amending the Code of Ordinances of the City of Earlham, Iowa, 2017, Chapter 75 Golf Carts, ATVs, UFVs, and Snowmobiles

Motion by Mudge, second by Nelsen, to waive the Second and Third Readings of Ordinance No. 448 an Ordinance Amending the Code of Ordinances of the City of Earlham, Iowa, 2017, Chapter 75 Golf Carts, ATVs, UFVs, and Snowmobiles.

Roll: Ayes – unanimous. Motion passes.

- c. Consider approval of Resolution No 23-30 Adopting Amendment No. 2 to the Earlham Urban Revitalization Plan.

Motion by Fredericksen, second by Miller, to approve Resolution No 23-30 Adopting Amendment No. 2 to the Earlham Urban Revitalization Plan.

Roll: Ayes – unanimous. Motion passes.

- d. Consider approval of Tax Increment Financing (TIF) Certification of Indebtedness to the County Auditor for 2022 GO Bond for Sewer Lagoon Project.

Motion by Mudge, second by Nelsen, to approve the Tax Increment Financing (TIF) Certification of Indebtedness to the County Auditor for 2022 GO Bond for Sewer Lagoon Project.

Roll: Ayes – unanimous. Motion passes.

- e. Consider approval of FY23 Annual Financial Report.

Motion by Fredericksen, second by Mudge, to approve the FY23 Annual Financial Report.

Roll: Ayes – Unanimous. Motion passes.

- f. Presentation by Amara Huffine, Madison County Chamber of Commerce

CEO of Madison County Chamber of Commerce. Trying to build better partner relationship with cities surrounding Winterset. Allissa Johnson from Bricker Price Block is a member of the board. Annual banquet is November 18th, where they will award Volunteer of the Year, Business Improvement, and Non-Profit of the Year. Email regarding nominations will be coming soon.

- g. Discussion – Jordan Russell regarding building permit process

Gave a brief statement on the history of their proposed garage and the building permit/Board of Adjustment process. Mayor stated city will be adding step to the building permit process to help clarify issues in the future. Russells will be submitting new building permit to reflect the garage being moved to the east.

9. MAYOR’S REPORT

Mayor had a meeting with future owners of R&D Engineering, which will be retooling and expanding in the next 5-10 years. Mayor introduced them to Tom Lenner of Madison County Development to help track down any state incentive money.

10. CLERK’S REPORT

Hibbs explained the ARPA money Earlham received from federal government has to be obligated by the end of 2024, and funds needs to be spent by the end of 2026. Also mentioned Colleen Peterson has resigned from Community Center Board, so there is an opening that needs to be filled. There is also a vacancy on the Board of Adjustment and asked council to be thinking about a replacement.

11. COUNCIL COMMENTS/DISCUSSION

12. ADJOURN

Motion by Mudge, second by Fredericksen, to adjourn.
Roll: Ayes – unanimous. Motion passes.

Jeff Lillie, Mayor

Attest: _____
Mary Sue Hibbs, Clerk/Treasurer