

UNAPPROVED MINUTES
Earlham City Council Meeting
April 8, 2024

The Earlham City Council met in regular session on April 8, 2024, at Earlham City Hall. Mayor Lillie called the meeting to order at 7:00 p.m., and the following answered roll: Fredericksen, Miller, Mudge, Nelsen, Visser. Also present: Clerk Hibbs, Chief of Police Stringham, Public Works Supervisor Coffman.

1. APPROVAL OF AGENDA

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

Roll: Ayes – unanimous. Motion passes.

2. PUBLIC HEARINGS

a. Electric Franchise fee

Mayor declared the public hearing open at 7:01 p.m. No one present to speak to the issue. Hibbs stated there were no written or oral comments received at city hall.

Motion by Fredericksen, second by Miller, to close public hearing

Roll: Ayes – unanimous. Motion passes. Public Hearing closed at 7:01 p.m.

b. Natural Gas Franchise fee

Mayor declared the public hearing open at 7:02 p.m. No one present to speak to the issue. Hibbs stated there were no written or oral comments received at city hall.

Motion by Fredericksen, second by Miller, to close public hearing.

Roll: Ayes – unanimous. Motion passes. Public Hearing closed at 7:02 p.m.

3. PUBLIC FORUM

Keegan Reed asked council if they had any suggestion for his Eagle Scout Project. Coffman stated currently the only thing he could think of was installing dog bag stations. However, they are already purchased. Coffman stated he will give it more thought. Mayor said it has been a long time since house numbers were painted on the curbs, but stated that would be quite an undertaking, and maybe more than one would want to tackle.

4. CONSENT AGENDA:

- a. Council meeting minutes for 03-11-24
- b. Public Safety Committee Minutes 03-11-24
- c. Treasurer's Report for 04-08-24
- d. Public Hearing minutes FY25 Proposed Property tax levy 3-28-24
- e. Council special session meeting minutes for 3-28-24
- f. Claims and Receipts Report for 04-08-24

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

Roll: Ayes – Unanimous. Motion passes.

5. DEPARTMENT REPORTS

a. Public Works - Gary Coffman, Public Works Supervisor

Cleaned ditches, parks and cemetery. Laid down brick on Brich Street. Pool is draining in preparation for crack repair. Tree trimming in cemetery, 2 trees out of park and stumps removed. Meeting at lagoon with all engineers to set up punch list. Small pumps installed but one is not working. Biologics seem to be working. Project is getting there. Water survey done by DNR. Working on Lead service line survey. New street lights going up. Mayor mentioned a citizen had a service line leak that did not come to the surface which apparently had been leaking for quite a while. Citizen has since asked what the city's policy is for leak detection. Mayor suggested a meeting of the Municipal Enterprises Committee to look at surrounding towns to see how they handle leak detection. Municipal Enterprises Committee will meet on April 29, 2024, immediately following the 7:00 p.m. FY24-25 Budget Public Hearing.

b. Police Department – Chief Matt Stringham

Officers attended STEM Night at the high School. Rob's car is being fixed and hopefully done this week. Applied for GTSB grant for speed sign and 2 handheld radars. Officer attended crisis intervention meeting at the Madison County attorney's office.

6. BOARD, COMMISSION, COMMITTEE REPORTS - None

7. UNFINISHED BUSINESS

- a. Residential Swimming Pool Regulations – set date and time for Public Safety Committee meeting to discuss possible ordinance.

Hibbs stated she had a meeting with City Attorney Braland regarding pool fences. He suggested not rushing into this and to think about it. Mayor feels an open meeting with residents who currently have pools, and anyone else interested, to discuss options/ideas. Council felt this was a good idea. Meeting set for Monday, May 13, 2024, 6:00 p.m.

- b. Resolution Police call-out

Hibbs stated she and Chief Stringham have been working on a resolution, but didn't feel there was a rush since Madison County Sheriff's Office is currently short three deputies. Chief will work on agreement with Sheriff.

Motion by Fredericksen, second by Mudge, to TABLE resolution.

Roll: Ayes – unanimous. Item is TABLED

8. NEW BUSINESS

- a. Consider approval of First Reading of Ordinance no 452 Amending the Code of Ordinances of the City of Earlham, Iowa, by Amending the Natural Gas Franchise Fee.

Motion by Fredericksen, second by Mudge, to approve First Reading of Ordinance no 452 Amending the Code of Ordinances of the City of Earlham, Iowa, by Amending the Natural Gas Franchise Fee.

Roll: Ayes – Unanimous. Motion passes.

- b. Consider approval of First Reading of Ordinance No 453 Amending the Code of Ordinances of the City of Earlham Iowa, by Amending the Electric Franchise Fee.

Motion by Fredericksen, second by Mudge, to approve First Reading of Ordinance No 453 Amending the Code of Ordinances of the City of Earlham Iowa, by Amending the Electric Franchise Fee.

Roll: Ayes – Unanimous. Motion passes.

- c. Discussion on draft of Ordinance No 454 Amending the Code of Ordinances of the City of Earlham, Iowa, by amending Chapter 17.06 Council Compensation.

Consensus of Council approved wording of the draft. Directed Clerk to come back to next meeting with final version of Ordinance No 454.

- d. Freedom Fest street closures – garbage, port-a-potties, wi-fi

Freedom Fest Committee members will be at next meeting for report/requests.

- e. Discussion, and possible action, on updating Earlham Personnel Manual.

Hibbs stated the current personnel manual is 10 years old and needs to be updated. Hibbs started working on this herself some time ago, but realized it needs more knowledge of law than she has. Checked with SICOG and they don't provide this service. Requested permission to engage Ahlers & Cooney Law Firm to begin process. Mudge asked if they would help with updates when there are new laws. Following discussion, Mayor suggested Hibbs check with county and look at theirs.

- f. Re-Set date and time for FY25 Budget Public Hearing for April 29, 2024, 7:00 p.m.

Motion by Miller, second by Visser, to set April 29, 2024, 7:00 p.m. as date and time for FY25 Budget Public Hearing.

Roll: Ayes – Unanimous. Motion passes.

- g. Set date and time for FY24 Budget Amendment #2 for May 13, 2024, 7:00 p.m.

Motion by Mudge, second by Fredericksen, to set May 13, 7:00 p.m. as date and time for FY24 Budget Amendment #2.

Roll: Ayes – Unanimous. Motion passes.

9. MAYOR’S REPORT - none

10. CLERK’S REPORT

Clerk asked if council preferred paper or online code books. Online. Due to the large number of grants requests received, the amount of our GMCCF grant, per Director’s suggestion, has been changed to \$15,000 (out of \$32,500 total). Clerk asked if okay to pay Nelsen Ins Agency claim for EMC insurance premium tomorrow and be approved at May meeting. Consensus of Council agreed.

11. COUNCIL COMMENTS/DISCUSSION - none

12. ADJOURN

Motion by Mudge, second by Fredericksen, to adjourn.

Roll: Ayes – Unanimous. Motion passes.

Being there was no further business, meeting was adjourned at 7:59 p.m.

Jeff Lillie, Mayor

Attest: _____
Mary Sue Hibbs, Clerk/Treasurer