

UNAPPROVED MINUTES
Earlham City Council Meeting
July 15, 2024

The Earlham City Council met in a re-scheduled, regular session on Monday, July 15, 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, Police Chief Stringham, Public Works Superintendent Coffman.

1. APPROVAL OF AGENDA

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

Roll: Ayes – unanimous. Motion passes.

2. PUBLIC FORUM – none

3. CONSENT AGENDA:

- a. Council meeting minutes for 06-10-24, Special Session meeting minute 6-24-24, Human Resources Committee minutes 6-24-24, and Special Session minutes 6-27-24.
- b. Treasurer's Report for 7-15-24
- c. Claims and Receipts Report for 7-15-24
- d. Consider approval of Mayor's appointment of Zeke Tiemeyer to the Earlham Board of Adjustment.
- e. Consider approval of the following Board re-appointments:

Earlham Library Board

Mike Morrison - term ending 12-31-27; Nikki Lillie - term ending 12-31-28

Earlham Board of Adjustment

Jim Lemon – term ending 6-30-27; Gary Arnburg – term ending 6-30-28

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

Roll: Ayes - unanimous. Motion passes.

4. DEPARTMENT REPORTS

- a. Public Works - Gary Coffman, Public Works Supervisor
Normal mowing, trimming, street sweeping. Bush-hogged at Gendler to get rid of thistles. Cut several trees down at park before the 4th of July. Small pumps installed at lagoon and are working. Ammonia levels were great, but now they are not. Going to take composite samples to see what is not working. Had a walk through with insurance inspector at the City Hall, Library, and Lagoon. Mentioned the Library furnace room was full of stored items. When moved, they discovered mold. Gary will take care of. People driving around at Rec Park over the 4th and left ruts in grass. Discussion on water leak in the alley north of Chestnut.
- b. Police Department – Chief Matt Stringham
Deadline for applications for new officer is 7-27-24. Extra speed enforcement from state grant. Also received grant for next year. This year part of grant included electronic speed sign. Next year will include a handheld radar. Music in the Park is going well. No issues. No problems with Freedom Fest and street dance. Gary has been recertified for SRO. Speed signs are working well.

5. BOARD, COMMISSION, COMMITTEE REPORTS

- a. Human Resources Committee.
Chairperson Nelsen stated they had a meeting 6-24-24. Recommended pay raise for Lynn Boyle, and title change and pay raise for Kristy Amsden. Agreed to pay Coffman for accrued comp time. Recommended policy change to reflect 40 hours comp time carryover. Hibbs will be dropping group health insurance, and asks for \$300 insurance stipend instead. Recommend payment of that stipend.
- b. Board of Adjustment
Hibbs reported the Board of Adjustment met on 7-11-24. Christy Goodrich 315 NE Birch Avenue requested a variance for a garage. Building permit was denied due to Chapter 165.26(5)&(6), Builder Andrew Arnburg stated she has an acre lot and this garage would only take up 6% of her back yard. Board approved the variance.

6. UNFINISHED BUSINESS

a. Residential Swimming Pool Regulations – 2021 Edition

At the 6-10-24 council meeting Hibbs was directed to come to this meeting with an ordinance. She stated she spoke with building inspector who said if they wanted to base it off of 2021 International Code, we had to adopt the entire Swimming Pool Code or else be libel in a lawsuit. Hibbs stated she read parts of the code and it was very detailed - who is going to enforce this? Mayor also asked if a swimming pool is considered a building? If so, does that affect Chapter 165.26(7)? If above ground pool, it is a temporary structure since they drain it every year? Mayor said we are adopting the rest of the 2021 Code, we should just go ahead and adopt the swimming pool section also. That's an option. Mayor said maybe we should just let V&K enforce. Mayor stated it might be a good idea to TABLE this to next month.

7. NEW BUSINESS

a. Consider approval of First Reading of Ordinance No 456 An Ordinance Amending The Code of Ordinances of the City of Earlham Iowa, by Amending Chapter 165.26 (5) & (7).

Hibbs stated this is per recommendation by Planning & Zoning Commission.

Motion by Fredericksen, second by Mudge, to approve First Reading of Ordinance No 456 An Ordinance Amending The Code of Ordinances of the City of Earlham Iowa, by Amending Chapter 165.26 (5) & (7).

Roll: Ayes – unanimous. Motion passes.

b. Consider approval of motion to waive Second and Third Readings of Ordinance no 456.

Motion by Mudge, second by Visser, to TABLE the Second and Third Readings of Ordinance No 456 An Ordinance Amending The Code of Ordinances of the City of Earlham Iowa, by Amending Chapter 165.26 (5) & (7), until pool issue is settled

Roll: Ayes – unanimous. Motion passes.

c. Consider approval of the First Reading of Ordinance No. 457 An Ordinance to Repeal Chapter 152 of the Municipal Code of the City of Earlham, Iowa and to Adopt by Reference the 2021 Edition of the International Codes (I-Codes™) and more Specifically the International Building Code, the International Residential Code, the International Existing Building Code, the International Fuel Gas Code, the International Mechanical Code, the International Property Maintenance Code, the International Fire Code, the 2021 Uniform Plumbing Code as Adopted by the State of Iowa, the International Plumbing Code, the 2012 International Energy and Conservation code, and by Reference the National Electrical Code as Currently Used by the State of Iowa, NFPA 58, and NFPA 54 to Regulate the Erection, Construction, Enlargement, Alteration, Repair, Moving, Removal, Conversion, Demolition, Occupancy, Equipment, Use, Height, Area and Maintenance of Buildings and Structures, Including Installation of Mobile, Manufactured and Modular Homes; to Provide for the Issuance of Permits and Collection of Fees; and to Provide Penalties for Violations.

Motion by Nelsen, second by Miller, to approve the First Reading of Ordinance No. 457 An Ordinance to Repeal Chapter 152 of the Municipal Code of the City of Earlham, Iowa and to Adopt by Reference the 2021 Edition of the International Codes (I-Codes™)

Roll: Ayes – unanimous. Motion passes.

d. Consider approval of motion to waive Second and Third Readings of Ordinance 457.

Motion by Fredericksen, second by Visser, to Waive the Second and Third Readings of Ordinance No. 457 An Ordinance to Repeal Chapter 152 of the Municipal Code of the City of Earlham, Iowa and to Adopt by Reference the 2021 Edition of the International Codes (I-Codes™).

Roll: Ayes – unanimous. Motion passes.

e. Consider approval of Resolution No 24-18, a Resolution Amending Resolution No 24-12, Setting Wages for Full-Time and Permanent Part-Time Employees, Fire Chief and Rescue Captain, of The City of Earlham, Iowa, Effective July 1, 2024.

Motion by Fredericksen, second by Mudge, to approve Resolution No 24-18, a Resolution Amending Resolution No 24-12, Setting Wages for Full-Time and Permanent Part-Time Employees, Fire Chief and Rescue Captain, of The City of Earlham, Iowa, Effective July 1, 2024.

Roll: Ayes – unanimous. Motion passes.

- f. Consider approval of Resolution No 24-19, a Resolution amending the Earlham Personnel Policy Manual Article IX Paid Time Off.

Motion by Mudge, second by Miller, to approve Resolution No 24-19, a Resolution amending the Earlham Personnel Policy Manual Article IX Paid Time Off.

Roll: Ayes – unanimous. Motion passes.

- g. Discussion on no weapons on city property (city hall, parks, swimming pool)
Hibbs asked about this issue. Coffman said a sign has been installed at swimming pool. Another will be orders for the entrance of the Rec Park.
- h. Colleen Peterson – update National Historic Register listing
Stated there will be a public hearing on August 1, 2024, 6:00 p.m. at Bricker Price Building for property owners in the proposed Historic Register area. They will each receive historical information on their buildings. There are 31 building in the area. Asks if a council member could attend the meeting. September 3rd is deadline for the grant application.
- i. Jackie Hansen – Earlham Christmas Share
Not present.

8. MAYOR’S REPORT

Attended monthly meetings. Attended informational meeting on possible school expansion. Discussed possible sewer lift station.

9. CLERK’S REPORT

- a. Mentioned fund raising for splash pad at pool. Asked council for their opinion or suggestions
- b. Informed council city hall will be ordering new copier to replace the current 13-year old copier. This has been budgeted for.
- c. Stated credit card terminal will be installed at front desk.

10. COUNCIL COMMENTS/DISCUSSION

11. ADJOURN

Motion by Fredericksen, second by Mudge, to adjourn.

Roll: Ayes – unanimous. Motion passes.

Being there was no further business, meeting was adjourned at 8:06 p.m.

Jeff Lillie, Mayor

Attest: _____
Mary Sue Hibbs, Clerk/Treasurer