

**Unapproved Minutes
Earlham City Council
February 10, 2025**

The Earlham City Council met in regular session on February 10, 2025, 7:00 p.m. 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: Chief Stringham, Public Works Supervisor Coffman, Clerk Kaster

1. APPROVAL OF AGENDA

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

Roll: Ayes – Unanimous - Motion passes.

2. PUBLIC HEARINGS

a. Ordinance No 473 Amending the Natural Gas Franchise.

Mayor Lillie declared the public hearing open at 7:01 p.m. Clerk Kaster stated no written or oral comments received at City Hall. No public comment.

Motion by Mudge, second by Frederickson, to exit public hearing at 7:02 p.m.

Roll: Ayes – Unanimous - Motion passes.

b. Ordinance No 474 Amending the Electric Franchise.

Mayor Lillie declared the public hearing open at 7:03 p.m. Clerk Kaster stated no written or oral comments received at City Hall. No public comment.

Motion by Miller, second by Nelsen, to exit public hearing at 7:03 p.m.

Roll: Ayes – Unanimous - Motion passes.

3. PUBLIC FORUM – *The Mayor and Council welcome comments from the public on topics not on the agenda. The Mayor may limit each speaker to five minutes*

Mitch Johnson, Madison County Emergency Management, introduced himself. He is currently working with the Library Director, Dr. Kaster, and city staff to determine needs for him within the city.

4. CONSENT AGENDA:

a. Council meeting minutes for 1-13-2025

b. Finance Committee Budget Session minutes for 1-16-2025

c. Finance Committee Budget Session minutes for 1-23-2025

d. Finance Committee Budget Session minutes for 1-30-2025

e. Treasurer's Report for 2-10-2025

f. Claims and Receipts Report for 2-10-2025

g. Consider approval of Application Number 212034 for renewal Class C Retail Alcohol License (LC) for Bricker-Price Block Restoration Corporation

h. Consider approval of re-appointment of Traci Terwilliger to Library Board, term ending 12-31-2029

i. Consider approval of corrected appointment of Tawinee Bunnell to the Community Center Board, term ending 06-30-2026 instead of 06-30-2025.

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

Roll: Ayes – Unanimous - Motion passes.

5. DEPARTMENT REPORTS

a. Public Works - Gary Coffman, Public Works Supervisor

Coffman stated they have been trimming trees, and treating ice as needed. They helped Deputy Amsden read meters this week. Sewer Lagoon Project still has issues with the spiral screen. Coffman is studying for the waste water license test.

b. Police Department – Chief Matt Stringham

Chief Stringham stated it's been a fairly slow month. Gary went to a Social Media class due to his SRO role and the social media presence in schools. Recertification of CPR and tasers is in process. New officer will begin academy on May 5, 2025. Chief addressed locking cars at night, due to surrounding area break ins.

6. BOARD, COMMISSION, COMMITTEE REPORTS - None

7. UNFINISHED BUSINESS - None

8. NEW BUSINESS

- a. Consider approval of First Reading of Ordinance No 473 Amending Code of Ordinances of the City of Earlham Iowa, amending the Natural Gas Franchise

Motion by Nelsen, second by Mudge, to approve First Reading of Ordinance No 473 Amending Code of Ordinances of the City of Earlham Iowa, amending the Natural Gas Franchise

Roll: Ayes – Unanimous - Motion passes.

- b. Consider approval of waiving Second and Third Readings of Ordinance No 473.

Motion by Mudge, second by Miller to approve waiving Second and Third Readings of Ordinance No 473.

Roll: Ayes – Unanimous - Motion passes.

- c. Consider approval of First Reading of Ordinance No 474 Amending Code of Ordinances of the City of Earlham Iowa, amending the Electric Franchise

Motion by Fredericksen, second by Mudge, to approve First Reading of Ordinance No 474 Amending Code of Ordinances of the City of Earlham Iowa, amending the Electric Franchise

Roll: Ayes – Unanimous - Motion passes.

- d. Consider approval of waiving Second and Third Readings of Ordinance No 474.

Motion by Visser, second by Nelsen, to approve waiving Second and Third Readings of Ordinance No 474.

Roll: Ayes – Unanimous - Motion passes.

- e. Consider approval of motion to allow variance to Nosie Ordinance and Vendor fee exceptions for Levitt Amp Earlham Summer Music

Motion by Mudge, second by Nelsen, to allow variance to Nosie Ordinance and Vendor fee exceptions for Levitt Amp Earlham Summer Music from June 1st to August 15th.

Roll: Ayes – Unanimous - Motion passes.

- f. Consider approval of Resolution No 25-06, Agreement between the City of Earlham and Earlham Chicks with Checks in the amount of \$7,500.00

Motion by Mudge, second by Fredericksen, to approve Resolution No 25-06, Agreement between the City of Earlham and Earlham Chicks with Checks in the amount of \$7,500.00

Roll: Ayes – Unanimous - Motion passes.

- g. Consider approval of Resolution No 25-07, Revised Agreement between the City of Earlham and Adams Township, Dallas County for Fire Fighting and Emergency Medical Services, with a new levy rate of \$0.48

- h. Consider approval of Resolution No 25-08, Revised Agreement between the City of Earlham and Union Township, Dallas County for Fire Fighting and Emergency Medical Services, with a new levy rate of \$0.48

- i. Consider approval of Resolution No 25-09, Revised Agreement between the City of Earlham and Douglas Township, Madison County for Fire Fighting and Emergency Medical Services, with a new levy rate of \$0.48
- j. Consider approval of Resolution No 25-10, Revised Agreement between the City of Earlham and Jackson Township, Madison County for Fire Fighting and Emergency Medical Services, with a new levy rate of \$0.48
- k. Consider approval of Resolution No 25-11, Revised Agreement between the City of Earlham and Madison Township, Madison County for Fire Fighting and Emergency Medical Services, with a new levy rate of \$0.48
- l. Consider approval of Resolution No 25-12, Revised Agreement between the City of Earlham and Penn Township, Madison County for Fire Fighting and Emergency Medical Services, with a new levy rate of \$0.48
Motion by Miller, second by Mudge, to approve Resolution No 25-7, 25-8, 25-9, 25-10, 25-11, 25-12, Revised Agreement between the City of Earlham and Adams, Union, Douglas, Jackson, Madison, and Penn Townships for Fire Fighting and Emergency Medical Services, with a new levy rate of \$0.48
Roll: Ayes – Unanimous - Motion passes.
- m. Set public hearing for Property Tax Levy for FY2026 budget, for March 27, 2025, 7:00 p.m.
Motion by Mudge, second by Fredericksen, to approve setting public hearing for Property Tax Levy for FY2026 budget, for March 27, 2025, 7:00 p.m.
Roll: Ayes – Unanimous - Motion passes.
- n. Set date and time for Special Session Council meeting for March 27, 2025, 7:30 p.m. to set date and time for FY2026 Budget hearing
Motion by Fredericksen, second by Visser, to approve setting date and time for Special Session Council meeting for March 27, 2025, 7:30 p.m. to set date and time for FY2026 Budget hearing
Roll: Ayes – Unanimous - Motion passes.
- o. Consider approval of Resolution No. 25-13 for tax abatement update for 545 NW Elm Ave.
Motion by Fredericksen, second by Mudge, to approve Resolution No. 25-13 for tax abatement update for 545 NW Elm Ave.
Roll: Ayes – Unanimous - Motion passes.
- p. Consider approval of Resolution No. 25-14 for tax abatement for 137 S Chestnut Ave.
Motion by Mudge, second by Nelsen to approve Resolution No. 25-14 for tax abatement for 137 S Chestnut Ave.
Roll: Ayes – Unanimous - Motion passes.
- q. Consider approval of Resolution No. 25-15 Amending Open Records Request Policy and Fees
Motion by Mudge, second by Fredericksen, to approve Resolution No. 25-15 Amending Open Records Request Policy and Fees
Roll: Ayes – Unanimous - Motion passes.
- r. Set public hearing to consider public comments and concerns about the Earlham Comprehensive Plan for March 10, 2025, 7:00 p.m.
Motion by Mudge, second by Miller, to approve setting public hearing to consider public comments and concerns about the Earlham Comprehensive Plan for March 10, 2025, 7:00 p.m.
Roll: Ayes – Unanimous - Motion passes.

9. MAYOR'S REPORT – Mayor Lillie addressed ongoing issues with the County resulting in difficulty setting budgets for various entities. Mayor expressed concerns with the lack of knowledge at the county level to be able to help determine available funding for the Emergency Management Director to determine a budget. Mayor reiterated that all media requests are handled by the mayor, and he will work on responding to the request for information from WHO-13.
10. CLERK'S REPORT – Clerk Kaster addressed the annual exam for July 1, 2023- June 30, 2024, five of the seven findings are repeats from previous years. Kaster thanked everyone for their knowledge and assistance while she got settled into her new role. There are two CDs expiring at the bank later this month, Kaster will work with the bank to renew or cash out, depending on needs of the city. Botanical Bodega is working on a Consumable Hemp License to serve Climbing Kites beverages at their store. Kaster will work with Chief Stringham on how the License process works with the city.
11. COUNCIL COMMENTS/DISCUSSION
Council member Mudge expressed her appreciation to Clerk Kaster for her explanation of items and bringing things to council. Mayor Lillie also expressed gratitude to Clerk Kaster for her findings and clarity in her role. Council member Miller talked about the most recent Madison County Development Group meeting, he asked for feedback from council members in regards to what a vibrant economy looks like, and how do we get there.
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 7:51 p.m.

Jeff Lillie, Mayor

Attest: _____
Shelley D. Kaster, Clerk/Treasurer