

City of Camanche, Iowa

September 21, 2016

The City Council of the City of Camanche, Iowa met in regular session September 20, 2016 at 6:00 P.M. at Camanche City Hall. Present on roll call: Mayor Willis, presiding, and the following named council members: Metzger, Saxon, Lind, Varner, and Wruck. Also present were City Administrator Roth, City Attorneys John Frey and Randy Current, City Engineer Dan Solchenberger, and department heads Hilgendorf, Houzenga, Schutte and Jindrich.

A moment of silent prayer was observed. Mayor Willis led the Pledge of Allegiance.

Moved by Lind, second by Saxon to approve the agenda. On roll call – all ayes.

Mayor Willis opened a Public Hearing at 6:02 P.M. on the plans and specifications on the replacement of the 21st Street Culvert. After hearing and receiving no comments for or against, the Mayor closed the Public Hearing at 6:03 P.M.

Mayor Willis opened a Public Hearing at 6:04 P.M. on the Development Agreement with RJ Edens Rental Properties and Authorization of Annual Appropriation Tax Increment Payments. This is for the 2nd phase of his subdivision to help offset some of the costs. He will receive 60% of the taxes and the City will receive 40% - by law. The City’s portion is to be set aside to benefit low to moderate income housing. We’ve wanted to help these folks for years and now will be able to. Paul Willis stated that the City of Silvis is paying out \$10,000 to people who are wanting to building homes. After hearing and receiving no comments for or against, the Mayor closed the Public Hearing at 6:06 P.M.

Sharing Tree – Donna Current stated that in the past they have used City Hall to store the food and to pack the boxes. They serve 60 families and 40 elderly people. They will be starting in October. She was wondering if the building would still be standing in December. Jindrich stated that Cody Seeley looked at the building last Wednesday. It will be 4-6 weeks before he will have the appraisal done. Saxon stated the city could put January 1 as the possession date. It was the consensus of the council to let them be in there. She commented that they will be looking for a location next year. Schutte said the fire department may be able to help them out next year – once they get moved into the new building and see how much room they have.

Camanche Days Parade – Willis said, from the safety officials, there are no issues. Don Lambert, Kiwanis, stated they have used this parade route for the past 5 years due to the construction of Washington Blvd. He was wondering if people had issues why didn’t they come to the Kiwanis – himself or John Goos. He said they could put up “No Parking” signs along the route. It’s a good part of Camanche Days. It was decided to leave the route where it is.

Moved by Metzger, second by Lind to approve the consent agenda which covered the following items: approve minutes from council meeting held September 6, 2016; approve Abstract No. 664 which includes the following:

ADVANCE AUTO PARTS	7380-BRAKE PADS	70.61
ROBERT ALM	DEDUCTIBLE/COPAYMENT	5.00
CAMANCHE WATER WORKS	3RD QTR WATER/SEWER BILLS	420.27
CLINTON HERALD	ADS-CIVIL SERVICE, LEGALS	1,570.21
CLINTON NATIONAL BANK	FED/FICA TAX	9,627.90
CL CO AREA SOLID WASTE	YARD WASTE DISPOSAL	293.92
COLLECTION SERVICES CTR	GARNISHMENT	323.08
COUNTY BINDERS INC	3 ANGLE BACKS-MINUTE BOOKS	169.03
CORY DETERMANN	DEDUCTIBLE/COPAYMENT	288.70

DETERMANN ASPHALT PAVING	7TH ST/9TH AVE,7TH AVE	51,528.55
EASTERN IOWA TIRE INC	TIRES-PICKUP	274.11
EASTERN IA LIGHT & POWER	SECURITY LIGHTING	37.73
GALE	BOOKS	43.99
GRAINGER	EAR PLUGS-GARAGE	86.10
HOME DEPOT CREDIT SERVICE	INV 8094703-BUG KILLER	35.78
ROBERT HOZENGA	SHOE ALLOWANCE	200.00
IOWA ONE CALL	ONE CALL LOCATES	68.40
INGRAM BOOK COMPANY	BOOKS	702.96
J & C ENTERPRISES	SEPTEMBER COLLECTION	154.00
KWIK TRIP/KWIK STAR STORE	UNLEADED/DIESEL	1,482.68
ELECTRONICS INC	RADIO MAINTENANCE-POLICE,FIRE	222.50
LIBRARY PETTY CASH	DVD,POSTAGE,REFRESHMENTS	177.23
MASTERCARD	TRAINING,MEALS,BATTERIES	1,598.59
TOM MCMANUS BACKHOE	HAUL SALT,CLEAN DITCH,BURIAL	836.74
MERCY MEDICAL CENTER-CLIN	PHARMACEUTICALS-AUGUST 2016	21.00
MIDAMERICAN ENERGY CO	ELECTRIC SERV,STREET LIGHTING	8,038.24
MIDWEST BUSINESS PRODUCTS	COPIES-POLICE,C HALL	152.66
NATALIE MORSE	DEDUCTIBLE/COPAYMENT	14.00
MUNICIPAL FIRE & POLICE	MUNICIPAL PENSN	8,240.76
DALE NISSEN	DEDUCTIBLE/COPAYMENT	5.00
OSSIAN INC	250 GALLONS FUSION-MIX W/SALT	812.50
PAULS DISCOUNT	GRASS SEED,BULBS,BUG KILLER	109.29
PHYSIO-CONTROL INC	TRANSMITTING CONTRACT	417.84
POSTMASTER	MAIL 3RD QTR WATER/SEWER BILLS	436.98
PRAXAIR DISTRIBUTION INC	MEDICAL OXYGEN,CYLINDERS	203.21
PREMIER LINEN/UNIFORM	TOWELS,RUGS	219.51
QUILL CORPORATION	TONER	321.96
SCHIMBERG CO	MARKING PAINT	114.19
DAVE SCHUTTE	DEDUCTIBLE/COPAYMENT	23.25
SHIVE-HATTERY ENGINEERS	ENG SERV-21ST ST	814.90
TEAM TWO INC	BILLING FEES-AUGUST 2016	686.83
BETH THILMANY-BLUMER	DEDUCTIBLE/COPAYMENT	22.95
TREASURER STATE OF IOWA	AUGUST SALES TAX	323.63
USA BLUEBOOK	BLADE KIT/VALVE BOX	358.19
PAUL VARNER	MILEAGE-CCSW-9/1,9/2	16.20
MICHAEL YACKSHAW	DEDUCTIBLE/COPAYMENT	55.00
DARYL YODER	DEDUCTIBLE/COPAYMENT	40.00
1ST GATEWAY CREDIT UNION	1ST GATEWAY CU	919.00
EDENS CONSTRUCTION	PAY APP #6-COMM CTR	41,009.60
CHRISTY LEU	DEDUCTIBLE/COPAYMENT	27.00
PETERSEN SANITARY INC	PORTABLE TOILETS	520.00
CENTURYLINK	TELEPHONE EXPENSE	166.75
OPENEDGE	CREDIT CARD USER FEES	185.95
STATE HYGIENIC LABORATORY	SAMPLE ANALYSIS	125.00
WHOLE ENERGY & HARDWARE	SMOKE DETECTORS	693.50
BASE	CAFETERIA MONTHLY	31.25
PLATINUM SMART INC.	SUPPORT,BACKUP	1,488.70
PLATINUM LEASING	LEASE-PHONES,SERVER	1,289.00
XEROX BUSINESS SERVICES	COPIER MAINTENANCE	68.50
CASEY'S GENERAL STORES	UNLEADED,DIESEL	812.20
FREY, HAUFE & CURRENT PLC	LEGAL FEES-AUGUST 2016	6,397.89
TREVOR WILLIS	MILEAGE FOR AUGUST 2016	52.70
KEVIN KING	DEDUCTIBLE/COPAYMENT	50.00
R & R WINDOW WASHING	WASH WINDOWS IN/OUT	45.00
REPUBLIC SERVICES	DISPOSAL & SHRED PAPERS	248.40

DEPOSIT REFUNDS	REFUND DATE 09/08/2016	42.59
PAYROLL CHECKS	PAYROLL CHECKS ON 09/09/2016	31,930.11
ACCOUNTS PAYABLE	CLAIMS TOTAL	145,796.61
	GENERAL FUND	59,122.61
	LIBRARY FUND	4,382.52
	PARKS FUND	1,835.96
	CEMETERY FUND	2,060.93
	ROAD USE FUND	58,709.51
	POLICE & FIRE PENSION FUND	1,191.36
	ANAMOSA ROAD/21ST ST FUND	814.90
	COMM CTR/STORAGE BLDG FUND	41,009.60
	WATER UTILITY FUND	4,974.35
	SEWER UTILITY FUND	3,373.65
	LANDFILL/GARBAGE FUND	293.92

Approve the City Clerk/Treasurer's Report which includes revenues for the month of August, 2016: General - \$73,665.61, Library - \$12,324.74, Parks - \$8,446.16, Cemetery - \$4,500.92, Road Use - \$60,829.48, Employee Benefit - \$132.79, Police & Fire Pension - \$226.11, Perpetual Care - \$300.00, Debt Service - \$506.80, Anamosa Road/21st Street Project - \$944,185.49, Community Center/Fire Storage Building - \$29,062.65, Water Utility Fund - \$3,258.19, Sewer Utility Fund - \$4,178.56, Garbage - \$2,596.19 for a total of \$1,144,213.69; receive, accept and place on file minutes from Park and Rec. meeting held Tuesday, September 6, 2016 and Historical Board meeting held September 1, 2016; approve Urban Renewal Report. On roll call – all ayes.

Moved by Metzger, second by Lind to approve Pay App #2 from Determann Asphalt for 21st Street Rehabilitation Project in the amount of \$32,847.04. On roll call – all ayes.

Moved by Varner, second by Lind to approve a Resolution Approving Development Agreement with R.J. Edens Rental Properties, L.L.C., Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement. On roll call – all ayes.

21st Street Culvert Project - Solchenberger stated there were 6 bids received and they were opened September 15, 2016. Miller Trucking and Excavating from Silvis was the low bidder at \$174,585.00. They are reputable and a good company. He would recommend awarding the contract to them. There will be a 12 week delivery on the box culvert. They will be waiting until June 2017 to perform the work. The contract states they have to be done by August 15, 2017. Willis was wondering if there is concern about further deterioration of the road waiting that long. Solchenberger and Hilgendorf, both stated, that the road will be fine. Charlie Blount was wondering how wide the shoulder will be. Solchenberger stated this culvert is wider. He also was wondering if there are any provisions for tapping so it doesn't have to be resurfaced. Dan said the roadway is 4' above the box culvert. The culvert will be installed in drier weather so there should not be that problem again. They will be putting concrete over the box. Saxon asked if the contractor was aware of the delay. Dan said "yes" they were. He felt that is why there were probably more bids because the contractor didn't have to rush getting the culvert

Moved by Lind, second by Varner to approve a Resolution Accepting the Low Bid of \$174,585.00 received from Miller Trucking and Excavating for the Construction of the 21st Culvert Replacement Project and Awarding a Contract for the Project. On roll call – all ayes.

Solchenberger stated that when ECIA recodified the code, a section was put in stating there needs to a 6" drainable base and a 4" sub drain tiles and that the street section will be 7" concrete pavement for new developments. Being that so much of the soil in Camanche is mostly sand, this requirement is not needed. It was decided to have an ordinance put on the agenda amending this section.

Moved by Saxon, second by Varner to waive the code requirement for 6" drainable base and 4" sub drain tiles and the street section will be 7" concrete pavement. On roll call – all ayes.

There is also a code requirement that the city bill the developer for construction observation done by Shive Hattery during the construction period. It was decided to waive this as it would spur development and an incentive if the developer doesn't have to pay these costs.

Moved by Lind, second by Saxon to waive the code requirement that the city will bill the developer for construction observation – the city will pay the construction observation. On roll call – all ayes.

Approval of Edens Third Addition Final Plat was tabled. Current had talked to Brian Donnelly and was wondering if it could be approved subject to all paperwork turned in. He was in the process of getting approval from the county authorities. Frey said the city should have all the final documents before the approval.

The August 2016 Police and Fire Department monthly reports were read.

First reading of an Ordinance Amending Title 18, the Zoning Ordinance of the City of Camanche, Iowa by Modifying Chapter 18.50, B-3, Central Business District Restricted Use, Section 18.50.20, Permitted Uses, by Adding a New Permitted Use: 25. Residences, on Any Floor Other than the Ground Floor and by Repealing Section 18.50.010 and Inserting a New Section in Lieu Thereof.

Moved by Metzger, second by Varner to approve the first reading of an Ordinance Amending Title 18, the Zoning Ordinance of the City of Camanche, Iowa by Modifying Chapter 18.50, B-3, Central Business District Restricted Use, Section 18.50.20, Permitted Uses, by Adding a New Permitted Use: 25. Residences, on Any Floor Other than the Ground Floor and by Repealing Section 18.50.010 and Inserting a New Section in Lieu Thereof. On roll call – ayes – Varner, Wruck, Metzger, Saxon, and Lind.

Mayor Willis read Robert Houzenga's letter stating his retirement as Police Chief, effective October 1, 2016. Houzenga stated there was a Willis as mayor when he started (Paul Willis) and there is another Willis as mayor when he retires (Trevor Willis).

Moved by Lind, second by Wruck to accept Houzenga's retirement as Police Chief, effective October 1, 2016. On roll call – all ayes.

Roth stated there will be a lot of changes coming up. He wanted to thank the mayor and the council. He will help the city in any way he can. He won't be a stranger. It has been a good 9 years.

Willis reminded everyone that the Camanche Fall Festival and Homecoming Kick-Off will be held Tuesday, September 27 from 6:30-8:30 PM at City Park.

Willis presented a plaque to Tom Roth in appreciation for being the city's first administrator. Willis also presented a plaque to Robert Houzenga for his 36 years of service.

Roth was wondering about somebody being appointed acting police chief. An interim police chief could be appointed subject to council approval. It's not on the agenda so nothing could be voted on tonight. Under the ordinance that created the city administrator's position, the city administrator appoints the police chief. Roth doesn't know if it's appropriate for him to appoint since he will be leaving. The most logical choice would be the assistant chief.

Willis wanted to thank Bob and Tom for all you've done. Enjoy your retirement.

Metzger was wondering when the testing will be for police chief. Jindrich reported that hopefully next week Civil Service will be meeting. She was wondering when the 4th Avenue tracks were going to be fixed. Also she asked about the rumble strips. Hilgendorf was told the rumble strips would be installed next week.

Varner welcomed Bob and Tom to retirement.

Saxon questioned the status of the employee handbook. Also, it mentioned in the agreement with Edens about sub funds. Are there any other sub funds?

Wruck thanked Bob and Tom for their contributions to the community.

Schutte told Bob and Tim it was a pleasure working with them. The fire department raised \$13,200 for MDA.

Hilgendorf said there is a plaque with the phone number and track number that anybody could call to complain about the tracks. Schutte said he will call. He wanted to congratulate Tom and Bob.

Houzena stated that everything I need to say was in the letter. He stated that the men and women on the force are capable to carry on without him. Bill Lodge will be capable as the interim chief. Rich Schmitz is handling the electronics portion on the safe zone. He also wanted to thank Rosalie. He wanted to let everyone know that the police force is busy and even more shorthanded.

Paul Willis stated that the 5 officers will be patrolling 24/7. Some will be patrolling at night alone.

Donna Current is very concerned. She feels some of the council doesn't feel they need any more police officers. She is very proud that the council feels we need another city administrator.

Chris Langfitt, 2017 Camanche Days President, said they have signed a contract with the carnival for the next five years. The dates will be as follows: July 27-30, 2017, August 2-5, 2018, August 1-4, 2019, July 30-August 2, 2020, July 29-August 1, 2021. He said it would be great having RAGBRAI end here while Camanche Days is going on. Natalie said that would not be a good thing. It will require lots more police.

Larry Halweg wanted to thank Tom for being the city administrator.

At 7:19 the council took a recess.

The council came back into session at 7:37 P.M.

Moved by Varner, second by Metzger to go into closed session to discuss the city administrator interviews. On roll call – all ayes.

The council came back into open session at 8:36 P.M.

Moved by Metzger, second by Lind to direct the city administrator, city clerk and staff to do a criminal history, credit check, reference checks, send an application form and release of information to the candidates, ask them to waive the confidentiality and the next interview will be face to face. At the next meeting they will go in closed session to check the findings. On roll call – all ayes.

The mayor adjourned the meeting at 8:40 P.M.

Trevor Willis, Mayor

Sheryl L. Jindrich
City Clerk/Treasurer