

The City Council of the City of Camanche, Iowa met in regular session June 15, 2021 at 6:00 p.m. via electronic means due to the COVID-19 pandemic. Present on roll call: Mayor Pro Tem Varner, presiding, and council members Bowman, Schnoor, Weller and Brightman. Absent: Mayor Willis. Also present were City Attorneys John Frey, Randy Current and Braydon Roberts, City Administrator Kida, Department Heads Bornemann, Evans, Schmitz, Schutte and Schneider.

A moment of silent prayer was observed. Mayor Pro Tem Varner led the Pledge of Allegiance.

Moved by Councilman Bowman, second by Councilman Weller to approve the Agenda. On roll call – all Ayes.

Mayor Pro Tem Varner asked for public comments on agenda topics. There were none.

Moved by Councilman Weller second by Councilman Varner to approve the Consent Agenda which covered the following: Approve minutes from the Council meeting held on June 1, 2021; approve Abstract No. 779 which includes the following:

FIRST CENTRAL STATE BANK	CITY HALL EXPANSION LOAN PMNT	44,966.00
CAMANCHE WATER WORKS	2ND QTR 2021 WATER/SEWER BILLS	484.62
CLINTON HERALD	LEGAL PUBLICATIONS	945.82
CLINTON HUMANE SOCIETY	3 DAYS, 3 CATS;3 DAYS, 1 CAT	300.00
CITY OF CLINTON	28E SEWER CONTRACT	24,000.00
CLINTON NATIONAL BANK	FED/FICA TAX WITHHOLDING	10,239.63
CL CO AREA SOLID WASTE	YARD WASTE,EWASTE,COMM REFUSE	234.36
COLLECTION SERVICES CTR	GARNISHMENT	218.70
CULLIGAN	DISPENSER RENT-LIBRARY,CITY HALL	20.00
MANATTS	ST SWEEPING-SPRING; .83T PREMIX	4,845.45
EASTERN IA LIGHT & POWER	SECURITY LIGHT-9TH ST,ANAMOSA	78.48
ELECTRICAL ENG & EQUIP CO	HEATER-LIFT STATION GENERATOR	125.00
EMER MEDICAL PRODUCTS INC	PADS,GLOVES-AMBULANCE	327.20
HOME DEPOT CREDIT SERVICE	PLAYGROUND EQUIP INSTALL EXP	528.25
INGRAM BOOK COMPANY	BOOKS/DVDS	851.20
J & C ENTERPRISES	MAY 2021 COLLECTION	92.00
JUNIOR LIBRARY GUILD	EM,INDEP,PRI READER PLUS 05-06/21	288.20
LECTRONICS INC	RADIO MAINT-PD,FD;ALARM CHALL	252.50
LESLIE ELECTRIC	REWIRE MOTOR CONNECT-WELL 6	1,020.53
MAR-GEE PLASTICS & TROPHI	PLAQUES/SIGNS-FIRE DEPARTMENT	349.00
TOM MCMANUS BACKHOE	SITE WORK-PLAYGROUND; 1 GRAVE	1,967.39
MEDIACOM	INTERNET	605.23
MERCY MEDICAL CENTER-CLIN	APRIL-MAY 21 PHARMACEUTICALS	97.00
A. C. MCCARTNEY	PVMNT BRUSHES-BOBCAT;MOWER BL	1,719.51
MIDAMERICAN ENERGY CO	STREET LIGHTING	2,577.09
ACCESS SYSTEMS	COPIES-POLICE DEPARTMENT	81.52
JEFFREY MOORE	SAFETY BOOTS	159.99
MUNICIPAL FIRE & POLICE	MUNICIPAL PENSION	13,238.34
POSTMASTER	MAIL 2ND QTR WATER/SEWER BILLS	447.62
PRAXAIR DISTRIBUTION INC	CYLINDER RENTAL	81.65
QUALITY CONCRETE	CONCRETE-CENTRAL PARK,PUBL WKS	880.00
RICHARD SCHMITZ JR	MILEAGE-DISASTER TRAINING	193.20
SEWER EQUIPMENT CO	HOSE FOR SEWER JET	1,453.40
SHERWIN-WILLIAMS	PARKING LOT PAINT, SUPPLIES FD	176.93
SHIVE-HATTERY ENGINEERS	ENG-9TH AV,NAEVE,WELL PRJ,MTGS	11,565.54
TEAM TWO INC	AMBULANCE BILLING MAY 2021	1,040.63
THE LIBRARY STORE	PREPRINTED TAPE,BOOKMARKS-LIB	77.98
TREASURER STATE OF IOWA	MAY 2021 SALES, WATER EXCISE TAX	218.32

USA BLUEBOOK	HACH FOR WATER SAMPLES	248.19
WATCON INC	2-55 GAL POLYPHOSPHATE	3,490.95
BRIAN WERNICK	MAY 2021 AMBULANCE STIPEND	72.00
1ST GATEWAY CREDIT UNION	UNION DUES DEDUCTIONS	240.00
RAY O'HERRON CO INC	LAUNCHER CARRY SYSTEM BAG-PD	175.00
PETERSEN SANITARY INC	PORTABLE TOILETS-PARKS	520.00
PREMIER PARTS INC	JACK-BOAT DOCKS,AIR BRAKE CHAMB	372.48
CENTURYLINK	TELEPHONE EXPENSE	166.75
XOP NETWORKS	FIREBAR SERVICE 7/1/21-9/30/21	660.00
FIRE SERVICE TRAINING	VAN ZUIDEN TRAINING	570.80
ANNA EVANS	MILEAGE-CCPCA MEETING	19.26
ERIC DAU	MAY 2021 PAID ON CALL	260.00
PLATINUM SMART INC.	DATA BACKUPS-MAY 2021	631.20
FREY, HAUFE & CURRENT PLC	LEGAL SERVICES-MAY 2021	9,805.17
SPARKLEAN	MAY CLEAN-COMM CTR,PD,CH,LIB	585.00
IA DEPT OF PUBLIC SAFETY	ONLINE WARRANTS APR-JUNE 2021	300.00
XEROX BUSINESS SERV LLC	FIRE DEPARTMENT COPIER EXPENSE	97.93
HSA ACCOUNTS	HSA- EMPLOYEES	1,790.00
ANDREW KIDA	WELLNESS,CLOTHING REIMB	373.94
PLATINUM INFORMATION SVC	ITSUPPORT,NETWORKMON,SPAMFLT	1,629.00
BRENT BRIGHTMAN	MAY 2021 AMBULANCE STIPEND	25.00
LOGAN SHERMAN	SAFETY BOOT REIMBURSEMENT	200.00
DINGES FIRE COMPANY	HOSES, COUPLINGS-FIRE DEPT	2,659.10
CARSON INDUSTRIES, INC.	LIBRARY CLEANING SUPPLIES	99.95
BRADLEY DREWS	REIMBURSE SAFETY BOOTS	24.67
FINDAWAY	BOOKS/DVDS	219.97
TAPCO	FLASHING CROSSWALK SIGNS	9,383.20
CLINTON COUNTY AUDITOR	4TH QTR FY21 PEANUT BUTTER	502.50
BURKE BUSINESS	RUGS,TOWELS,FENDER CVR-P WORKS	46.40
WISELY TREE CARE, LLC	PUT UP,MOVE HERO BANNERS	425.00
CORY SNODGRASS	SAFETY BOOT REIMBURSEMENT	408.00
DUANE J WIESE	MAY 2021 AMBULANCE STIPEND	36.00
PAUL MCCOY	MAY 2021 PAID ON CALL	260.00
JESSIE BAUGHMAN	MAY 2021 AMBULANCE STIPEND	24.00
BRANDON SMITH	MAY 2021 AMBULANCE STIPEND	24.00
JENNIFER BIELEMA	MAY 2021 AMBULANCE STIPEND	15.00
KEVIN DECKER	MAY 2021 AMBULANCE STIPEND	24.00
TODD POWERS	MAY 2021 AMBULANCE STIPEND	24.00
MICHELLE PRUETT	MAY 2021 AMBULANCE STIPEND	120.00
THOMAS FRANKLIN	MAY 2021 AMBULANCE STIPEND	132.00
JOHN LUND	MAY 2021 AMBULANCE STIPEND	40.00
TRISH ANN ANDERSON	MAY 2021 AMBULANCE STIPEND	40.00
MICHAEL ANDERSON JR	MAY 2021 AMBULANCE STIPEND	12.00
MICHAEL BURMAHL	MAY 2021 AMBULANCE STIPEND	144.00
TONY BLOMME	REIMBURSE EMS CERTIFICATION	95.00
PLATINUM LEASING SERVICES	JULY 2020 LEASE PAYMENT	860.82
ANDREW WEINGART	REIMBURSE SAFETY BOOTS,GLASSES	300.00
BRAY ASSOCIATES ARCHITECT	ARCHITECT CITY HALL EXPANSION	2,995.00
ACCESS SYSTEMS LEASING	CITY HALL COPIER LEASE	247.04
KYLE DEWITT	MAY 2021 AMBULANCE STIPEND	55.00
DREW HACKNEY	MAY 2021 AMBULANCE STIPEND	5.00
JESSE SCHNEEBERGER	MAY 2021 AMBULANCE STIPEND	15.00
CUNNINGHAM RECREATION	INSTALLATION-CENTRAL PARK EQUI	3,125.00
ION ENVIRONMENTAL SOL	CONTRACTED WATER AFFIDAVIT OPR	2,160.00
HEUSS PRINTING	2 YEAR SUBSCRIPTION THE IOWAN	38.00
HARLEQUIN READER SERVICE	HARLEQUIN BOOK PREMIUM SERVICE	49.42
DEPOSIT REFUNDS	REFUND DATE 06/09/2021	294.70
PAYROLL CHECKS	PAYROLL CHECKS ON 06/09/2021	43,964.27
	CLAIMS TOTAL	217,848.99

GENERAL FUND	84,268.88
DEBT SERVICE	44,966.00
LIBRARY FUND	5,228.50
PARKS FUND	7,205.00
CEMETERY FUND	2,345.00
ROAD USE FUND	21,622.30
9TH AV/ANAMOSA/21ST ST FUND	4,882.12
CITY HALL EXPANSION PROJ FUND	2,995.00
WATER UTILITY FUND	14,909.84
SEWER UTILITY FUND	27,943.00
LANDFILL/GARBAGE FUND	1,483.35

Accept City Clerk/Treasurer's Report for May 2021 which includes receipts: General \$109,076.88, Library \$12,381.30, Parks \$6,770.08, Cemetery \$4,601.00 Road Use \$45,323.43, Employee Benefit \$3,136.20, Police & Fire Pension \$6,087.93, Edens TIF \$593.62, Low/Moderate Housing Edens \$395.75, Debt Service \$214,169.67, Water Utility Fund \$3,062.09, Sewer Utility \$6,193.77 Landfill/Garbage \$1,582.87; Receive, accept and place on file draft minutes from the Library Board meeting on May 12, 2021; Approve reappointment of Julie Leonard, Donna Current and Pamela Stewart to the Historical Board term ending July 2023; Approve quote from Manatts for crack sealing streets in the amount of \$16,820.00; Approve payment of invoice from Jetco Electric Inc. for installation of new antennas and cable at wells #2, #3 and #6 \$7,858.80; Approve Lease Agreement for gun range. On roll call – all Ayes.

Under unfinished business, the reappointment of Josh Johnson to the Park and Recreation Commission was discussed. Councilman Brightman said it was tabled last month and Mayor Willis was supposed to get back to us. Things are not getting done. This is a prime opportunity for Council to take control of the Park and Rec Commission. Councilman Bowman echoed what Brightman said, noting there were 11 meetings in 2019, 4 meetings in 2020 and only one meeting so far in 2021. He also noted we understand that people are very busy. Councilman Weller disagrees; we should continue to have a Park and Rec Committee and assist them. Mayor Pro Tem Varner pointed out there were a lot of volunteers helping with the new playground equipment installation but no one from Park and Rec was there. Kida pointed out there is one vacancy, one member is not renewing and two have not responded. He also said ECIA has requested information from the Commission for the Parks Master Plan but not received anything. Future options for the Commission and Park operations were discussed.

Moved by Councilman Weller, second by Councilman Schnoor to Approve reappointment of Josh Johnson to the Park and Recreation Commission term ending July 2022. On roll call – Ayes – Schnoor, Weller. Nays - Bowman, Brightman, Varner. Appointment not approved.

Also under unfinished business was Roles of Elected Officials. A committee consisting of Councilmen Bowman and Brightman was formed to look into this topic. The information they previously prepared had been shared with the Council. One idea is to create a Mayor's Ordinance to define the role of that position. DeWitt's Ordinance was presented as an option. Councilman Bowman is looking to more clearly define the role of the Mayor and the chain of command. Councilman Weller likes having the Mayor over the Police and Fire Chiefs. Councilman Brightman said the Department Heads report to the City Administrator. Councilman Bowman asked what the next step will be. Kida said he will add the language and submit it to the Committee for review, and then it would go to the full Council.

Kida reported that we were approved for the USTEP grant for the roundabout. The Professional Services Agreement with Shive Hattery was the first item under new business. City Engineer Solchenberger said the bid letting will be expedited to April. He said they will look at the project on a simulator taking into consideration the businesses near the project. Councilman Schnoor asked what the City's cost would be. Kida said it would be \$80,000- \$120,000 depending on material costs at the time of the project. It will be paid from the Road Use Fund.

Moved by Councilman Brightman, second by Councilman Bowman to approve the Professional Services Agreement with Shive-Hattery for the roundabout project. On roll call – all Ayes.

A Resolution accepting public improvements of the Cross 1st Addition and a Resolution approving the final Plat for Cross Subdivision Phase 2 were tabled due to the City not yet receiving the required maintenance bond from Crossroads Land Development, LLC. They offered a line of credit instead but that is not acceptable. They have known about the requirement for the bond since the beginning and have had plenty of time to get it.

Kida led a discussion regarding the Request for Proposal for Grass Mowing. He said the RFP would be for parks, around buildings, trimming, pulling weeds, etc. but we would still mow right-of-way. We spend a minimum of 40 man-hours per week mowing so we RFP instead of hiring another person. Councilman Bowman asked where we would get the money, which fund, if we have a cap and how much we would save moving to a contractor. Councilman Brightman said we would be reducing wear and tear on equipment. Councilman Schnoor said it baffles me why this is an issue all of a sudden; you think this is going to be saving money but it isn't. You aren't jetting sewers every day. The discussion continued with multiple ideas discussed in detail. Councilman Bowman said it is not going to hurt to send out the RFP.

Moved by Councilman Bowman, second by Councilman Brightman to RFP for Grass Mowing. On roll call – all Ayes.

The Civil Service Commission certified a list containing one candidate for the position of Police Officer. It is presented to Council for approval to give Chief Schmitz the authority to proceed with the interview process.

Moved by Councilman Weller, second by Councilman Bowman to Approve the Civil Service Certified List for Camanche Police Officer. On roll call – all Ayes.

The Civil Service Commission Communication was discussed. City Attorney John Frey said we received a communication that dealt with two matters. One was the authority of either the City or the Civil Service Commission to request preparation of the test for Police Chief. Apparently there was some misunderstanding about this issue; a concern on the part of the Mayor that it was not being done. It seems that we need to have some sort of dialogue with the Civil Service Commission. It might be a good idea to visit with the Civil Service Commission, the liaison and perhaps the attorneys to develop a procedure manual in addition to using Chapter 400 that outlines authorities and responsibilities; a procedure as to who gets notified when a vacancy is anticipated where an examination is required. Step one, we need to make a determination or perhaps have a motion authorizing someone to communicate with the Civil Service Commission and their attorney about procedural steps that might be implemented to avoid misunderstanding in the future about who has what responsibility and what triggers action in order to get the examinations prepared and processed moving forward when a vacancy is anticipated. The second part of that communication dealt with issues of behavior; it addresses that were communications that were uninvited and unpleasant on the part of the Mayor to members of the Civil Service Commission. The Council must determine what action, if any, the Council wishes to implement to investigate that and explore action if need be. It didn't involve employees, as such, but it did involve members of a City commission. Our handbook provides some guidance for dealing with employees; it may also provide some guidance by analogy. The first step is to have the incident investigated to find out what the facts are. It is the recommendation of legal counsel to open a dialogue of the procedures and to commission an independent investigation as to the behavioral matter so that the Council can determine if any additional action is needed in that regard. Frey said he did not think the letter was intended to be a complete statement of facts; it is to call to the Council's attention an incident that may require a more thorough review. The Council does have some obligation to look into situations where the behavior of its City officials are creating potential issue with appointed members of City commissions, which in this case, the Civil Service Commission is a statutory commission with statutory duties. The Council has the responsibility to make sure that commission can function in an environment is not hostile.

Moved by Councilman Brightman, second by Councilman Bowman to authorize the City Attorneys and Mayor Pro Tem to make the initial contact and bring back a recommendation for an investigator. On roll call – all Ayes.

Moved by Councilman Varner, second by Councilman Brightman to authorize the City Attorneys to talk to the Attorney for the Civil Service Commission to determine what steps the attorneys would recommend to avoid this problem in the future. On roll call – all Ayes.

Chief Schutte read the Camanche Fire Department May 2021 report and Chief Schmitz read the Camanche Police Department May 2021 report. Councilmembers complimented Chief Schmitz on the new format of his monthly report.

Kida reported that he conducted one interview for Building Inspector; we will have a special meeting for the approval to hire. They are making good progress on the City Hall addition. City Engineer Solchenberger reported Phase 2 Street projects are starting.

Councilman Schnoor asked why the two blocks on 9th Avenue at 1st and 2nd Streets were left off. Solchenberger said we can talk about adding that to Phase 3. Councilman Brightman asked Bornemann if we have received the four poles for the playground equipment yet. People are contacting him about when this will be done. Bornemann said yes and the Mayor will be getting together with him this week to get them in. Volunteers are needed. Councilman Brightman also reported that Manatts did a very nice job on 9th Avenue.

Bornemann reported that 9th Avenue looks well; there is just a stop sign to replace. The Public Works department did 52 sewer cleanings in May-42 are routine every other month; cleanings are a needed procedure. There were 48.5 hours of overtime in May, 6 weekend, 30 routine and 12.5 unscheduled. Schneider said the TIF payments will be included on the agenda for the special meeting this week. They need to be paid before the end of the fiscal year.

Mayor Pro Tem Varner asked for public comments. There were none.

A recess was taken at 8:02 p.m. Reconvened at 8:10 p.m.

Moved by Councilman Bowman, second by Councilman Weller to go to Closed Session. On roll call – all Ayes.

Reconvened to Open Session at 8:52 p.m.

Moved by Councilman Bowman, second by Councilman Brightman to Hire Mr. Jim Sweeney under the terms presented to investigate the issue we discussed in the Closed Session and present the results as directed by the Council. On roll call – all Ayes.

City Attorney Frey noted the need for a special meeting. It was decided to set the meeting for 3:00 p.m. on Tuesday June 22, 2021 at the Community Center.

Mayor Pro Tem Varner adjourned the meeting at 8:59 p.m.