

Agenda
City of Elk Run Heights
Regular Council Meeting
November 14, 2023 – 6:00 p.m.
Located at Eddis Winstead Council Chambers

The City Council of the City of Elk Run Heights, Iowa met in regular session, according to law, the rules of said Council and prior notice given each member thereof, in the Council Chambers of City Hall of Elk Run Heights, Iowa at 6:00 p.m. on the above date. Council members present in order or roll call: Wurtz, Galbraith, McChane, Bass, Sallis. Quorum present.

Sallis/Bass to approve of the November 14, 2023 agenda. Ayes-five. Motion carried.

Wurtz/McChane to approve consent agenda. A. October 10, 2023 regular meeting minutes. B. City Clerk's Reports as of October 31, 2023: Budget Report, Treasurer's Report, and Revenue and Expenditure Reports and Investment Report. C. Approval of Department reports: Building Inspection, Library, PeopleService Sewer/Water, and Police Reports. Ayes-five. Motion carried.

Galbraith/Sallis to approve the Resolution Calendar. A. Resolution 4146 a resolution of the City Council of the City of Elk Run Heights, Iowa, authorizing payment #28 to WRH, Inc.; in the amount of \$11,081.28 for the Wastewater Treatment Plant Project. B. Resolution 4147 approving participation in the Northeast Industrial Access NEPA Study, designating the Mayor as the official representative of the city, authorizing the Mayor to affix their signature to said resolution, and providing financial assurances in conjunction with same. C. Resolution 4148 authorizing the payment of bills and transfers. D. Resolution 4149 approving the changes to the Rules of Order and Procedure. E. Resolution 4150 approving #11 reducing the contract with WRH in an amount of \$123,017.64 for the engineering fees accrued due to missed completion date and turning main veins plus water usage used before substantial completion. Roll call vote: Ayes: five.

Public discussion: Ron Ratchford of 404 Everette St. asked about the front shelter at the park. Mayor Smock replied that the shelter is being replaced and funded with a grant that had previously been applied for. The shelter will be moved to the back of the park. The new shelter should be completed in the next couple of weeks.

Sallis/Galbraith to approve request from Mayor to adopt a City mission statement: "To engage the community, anticipate the needs and serve with proactive, effective systems and partnerships. Also, to foster a vibrant community within the Greater Cedar Valley area through vision, growth, collaboration, and innovation." Ayes-five. Motion carried.

Ball/McChane to approve request from Mayor to accept the resignation of Julie Eastman, City Clerk. Mayor Lisa Smock expressed immense gratitude for City Clerk Julie Eastman's hard work in and outside the office. She thanked her for her years of service to the city and wished her well on her new journey. City Clerk Eastman said she is sad to leave and will miss the relationship she's built with the city and residents. However, it is time to grow and face new challenges. She thanked the council and Mayor for allowing her growth and for taking a chance on her and her suggestions. Ayes-five. Motion carried.

McChane/Sallis to approve resolution 4151 approving to pay out Paid Time Off to Julie Eastman as an incentive to be present to train current staff and by adding "the City Council wishes to retain Julie Eastman as a consultant. Julie Eastman will remain on payroll, however, receive no additional benefits." Roll call vote: Ayes: five.

Bass/Galbraith motion to hire Sarah Peverill as the Interim City Clerk. Roll call vote: Ayes: five.

Bass/Sallis to approve resolution 4152 fixing compensation for Sarah Peverill. Mayor Smock has requested \$22.00 per hour for the Interim position. Roll call vote: Ayes: five.

Bass/Wurtz to approve request and resolution 4153 to increase compensation for Larry Frost. Mayor Smock has requested \$25.00 per hour as he has not had a raise since 2015 and finds him a valuable employee. Roll call vote: Ayes: five.

Bass/Wurtz to approve ordinance 282 adding a section amending The Code of Ordinances of the City of Elk Run Heights, Iowa, by adding a new section authorizing use of the State Income Setoff Program, first reading. City Lawyer Heather

Prendergast explained the Iowa Department of Revenue offers a program where they cease funds on behalf of cities in order to collect on delinquent bills called the Setoff Program. The city participates in this program and simply needs to be approved by ordinance due to law changes. At this time Prendergast wanted to mention the idea of making the City Code of Ordinances electronically available through Simmering-Cory as it was very difficult to navigate the pdf that is provided on the city's website. Mayor Lisa Smock likes the recommendation, and it will be looked into. Roll call vote: Ayes: five.

Bass/McChane motion to suspend the rules requiring the 2nd and 3rd reading and place on file final adoption of Ordinance 282. Roll call vote: Ayes: five.

Sallis/Wurtz motion to adopt Ordinance 282. Roll call vote: Ayes: five.

Galbraith/McChane to approve ordinance 283 amending Chapter 40 Public Peace of the City of Elk Run Heights, Iowa, by adding section 40.06 Noise and Vibrations, first reading. Mayor Smock explained that it appeared to be overlooked during codification and this will help eliminate the noise between 10 p.m. and 6 a.m. Roll call vote: Ayes: five.

Engineer Reports: Blake Wieser with Willett Hofmann provided an update on the Mayor's Park Project and Gilbertville and Lafayette Road projects. Wieser also mentioned that there is a regulatory sign replacement program through the DOT provides reimbursements for signs replaced throughout the year. Applications are due January 2nd and is a first come first serve basis.

Mayor Reports: Mayor Smock spoke on an ICAP grant that is available to help purchase a flashing stop sign for the corner of Amber Lane and Gilbertville Road. She informed council on the manhole on Shirley Avenue that will be fixed. She spoke on a Met Survey for public bus services through town, that will be available for residents. She has talked with a contractor about the possible development of plot of land behind the school. She asked for help from at least two council members to be on the hiring committee for the public works position. Councilman Heather Sallis and Councilman elect Dale Wilson agreed.

Council Reports. None.

Sallis/McChane to adjourn at 6:40 p.m. Ayes-five. Motion carried.

Attest:

Lisa Smock, Mayor

Sarah Peverill, Interim City Clerk