

City of Elk Run Heights
Regular Council Meeting Minutes
January 9, 2024 – 5:00 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 5:00 p.m. on the above date. Council members present in order or roll call: Galbraith, Sallis, Wilson, Rodden. Bass arrived late. Quorum present.

Sallis/Rodden to approve the January 09, 2024 agenda. Ayes-Four. Motion carried.

Sallis/Galbraith to approve the consent agenda with pulling item B and police reports- *a.* Approve the December 12, 2023 regular meeting minutes and December 14, 2023 special meeting minutes *b.* City Clerk's Reports as of December 31, 2023: Budget Report, Treasurer's Report, and Revenue and Expenditure Reports and Investment Report. *c.* Approval of Building Inspection, Library, PeopleService Sewer/Water, and Police reports. Ayes-Four. Motion carried.

Galbraith/Wilson to approval the resolution calendar: *a.* Resolution 4157 setting time and place for a public hearing for the purpose of considering the maximum tax dollars from certain levies for the city's proposed fiscal year 2024/2025 budget. *b.* Resolution 4158 authorizing the City Clerk to publish the employee and elected official's wages for the 2023 Calendar year. *c.* Resolution 4159 authorizing the payment of bills and transfers. Roll call vote: Ayes-four.

Discussion: Evansdale Library Services: cancelled due to weather.

Public discussion: none.

Wilson/Galbraith to approve request from Jordan Cooper with Peopleservice to have Electric Pump rebuild James Street lift station pump. Mayor Lisa Smock explained that the seals to the pumps are leaking water and need replacing. Ayes-four. Motion carried.

Wilson/Rodden to approve request from Jordan Cooper with Peopleservice to have CIT us a robotic cutter to remove root blockage and intruding taps in west line on Michigan Ave. Also remove intruding taps in line on Gilbertville Ave., Toneff Dr., Elk Run St., Jackie Ave., and Sutton Ave. in the amount not to exceed \$5,000.00. Mayor Lisa Smock explained that CIT will already be out here doing some work so while they are out here Jordan Cooper is requesting they do the work mentioned about in order to prepare for sewer lining. Sewer lining will be discussed at a later date. Ayes-five. Motion carried.

Sallis/Galbraith to approve the job description and posting of the City Clerk position on February 1, 2024. Council member Dennis Bass and council member Heather Sallis volunteered for the hiring committee. Ayes-five. Motion carried.

Discussion: Water/Sewer rates ordinance to include an annual increase. City Lawyer Heather Prendergast informed council that an annual rate increase is something a majority of cities do and would be beneficial for Elk Run to enact. It was agreed upon by council to have the City Clerk create and present chart(s) with proposed 2.5-3% rate increase at the next meeting.

Discussion/Possible Action: change council meeting start time from 6 p.m. to 5 p.m. No discussion.

Sallis/Galbraith to approve Ordinance 284 amending provisions pertaining to council meetings. (Meeting start time changed from 6-5pm) First reading. Roll call vote: Ayes-five.

Wilson/Rodden motion to waive the second and third reading of Ordinance 284 amending provisions pertaining to council meetings. Roll call vote: Ayes-five.

Bass/Rodden motion to adopt Ordinance 284 amending provisions pertaining to council meetings. Roll call vote: Ayes-five.

Appoint others: Mayor Lisa Smock appointed council member Heather Sallis for the policy board alternate for Intercog and as Mayor Pro Tem.

Engineer Reports: Mayor Lisa Smock informed the council that they have found someone to do historical architectural survey. Once that is done the Gilbertville/Lafayette Rd. project can go out for bid.

Mayors/Council Reports: Mayor Smock confirmed next budget meeting for January 23rd 5:00pm. Mayor Smock gave Dennis Bass a huge thank you as he has been serving as a council member since 1991! She brought up issues associated with having tree roots removed from the lines. She informed council a list of homes with issues is being kept for future reference and that there will be different protocols in place for future sewer line cleaning. She let council know that she is looking into and starting the process for a tax abatement and TIF with updates to follow.

Budget Workshop: Mayor Smock and Interim City Clerk Sarah Peverill discussed revenues and expenses for the General Fund, Road Use Fund, and Local Option Sales Tax fund.

Sallis/Wilson to adjourn at 7:30. Ayes-five. Motion carried.

Attest:

Lisa Smock, Mayor

Julie Eastman, City Clerk