

City of Elk Run Heights  
Regular Council Meeting  
Located at Eddis Winstead Council Chambers  
January 11, 2022 – 6:00 p.m.

Mayor Smock called the meeting to order at 6:00 pm. All present recited the Pledge of Allegiance. Roll call of Council Members: Present – Bass, Sallis, Wurtz, Galbraith, McChane. Quorum present.

Bass/Sallis to approve of the January 11, 2022 Agenda. Ayes-five. Motion carried.

Presentation from Chris McKee with Midwest Assistance Program discussing water and sewer rate analysis. Tabled.

Sallis/McChane to approve of Consent Agenda – *A.* Approve the December 14, 2021 regular meeting minutes. *B.* City Clerk’s Reports as of December 31, 2021: Budget Report, Treasurer’s Report, Fund Report, Revenue and Expenditure Reports and Investment Report. *C.* Approval of Building Inspection, Library, PeopleService Sewer/Water, and Police reports. Ayes-five. Motion carried.

Bass/McChane to approve of the Resolution Calendar – *a.* Resolution 4022 authorizing the payment of bills and transfers. *b.* Resolution 4023 authorizing the City Clerk to publish the employee and elected official’s wages for the 2020 Calendar year. *c.* Resolution 4024 approving signatories at First Security Bank. *d.* Resolution 4025 a resolution of the City Council of the City of Elk Run Heights, Iowa, authorizing payment #7 to WRH, Inc.; in the amount of \$111,150.00 for the Wastewater Treatment Plant Project. *e.* Resolution 4026 approving rate increase for city attorney in an amount of \$150.00 per hour. *f.* Resolution 4027 approving pay request #2 to Lodge Construction, Inc. of Clarksville, Iowa in an amount not to exceed \$207,022.25. *g.* Resolution 4028 setting the date of Public Hearing for maximum property tax levy rate for February 8, 2022. Roll call vote: Ayes-five.

Wurtz/Galbraith to approve appointments. Mayor Lisa Smock appointed Heather Sallis as Mayor Pro Tem, and Heather Prendergast, Roberts, Stevens & Prendergast, PLLC to City Attorney. Boards and commissions: Planning and Zoning: Cathy Snook, term expiring 01/01/25. Board Of Adjustment: Dale Wilson , to fill vacancy: expiring 03/01/2023. The appointment of: City Clerk: Julie Eastman was table per the recommendation of City Attorney to be done by resolution. Ayes-five. Motion carried.

Wurtz/Galbraith to approve Resolution 4029 to award low bid for the 2022 Dubuque Road Rehabilitation Project to Aspro, Inc. in an amount not to exceed \$122,785.20; and to sign into a contract. City Engineer Mike Dryden explained that the bid is about 12% over his estimate and the bid is reasonable as prices jump around with asphalt. City Clerk Julie Eastman stated there is enough money in the budget to cover the bid even though the current bid is higher than last years bid. Dryden recommended the approval and indicated the start date would be June/July. Councilor Gary Wurtz asked who would be responsible for traffic control. Dryden responded that Aspro would handle that as well. Wurtz asked if this would be just an overlay. Dryden responded yes. Roll call vote: Ayes-five.

Sallis/Galbraith to approve Resolution 4030 to approve Year End Transfers. Roll call vote: Ayes-five.

Wurtz/Sallis to approval for Mayor to sign updated PeopleService Operations and Maintenance Agreement authorizing the 6.4% increase outlined in paragraphs 1.4 & 4.2 of the contract. Ayes-five. Motion carried.

Sallis/McChane to approval for Mayor to sign final amortization schedule for the SRF GO Bond C1192G. Councilor Gary Wurtz questioned what this GO BOND is for. City Clerk Julie Eastman said it is for the work done up until now on the WWTP. Wurtz questioned if there was another GO BOND. Eastman confirmed. Ayes-five. Motion carried.

Discussion/Possible: Appointing audit committee member(s). Mayor Lisa Smock explained at least one Council member needs to audit the office which includes a worksheet from the State Auditor to work from. Smock stated she had asked Gary Wurtz as he has a lot of finance experience to which he agreed.

Discussion: Setting the date for budget workshop for February 1, 2022 at 6:00 pm.

Public discussion: Councilor Gary Wurtz questioned the power of authority in the Personal Policy and if reviewing the Policies for some adjustments might be beneficial. It was agreed to review the policies and have Council make some adjustments.

Mayors/Council Reports: Mayor Smock thanked everyone for running and expressed how much she is looking forward to working with the new Council.

Engineer Reports: Engineer Mike Dryden announced that the Bridge is finally put in! Dryden inquired about the City receiving Elk Run Heights Preschool from Waterloo Community Schools. Mayor Smock stated she has not heard anything further in that regards. Dryden suggested doing a Building Condition Report before receiving the building as is to indicate specifics about the building.

Wurtz/Galbraith to adjourn at 6:26 p.m. Ayes-five. Motion carried.

Attest:

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Lisa Smock, Mayor

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Julie Eastman, City Clerk