

City of Elk Run Heights
Budget Workshop
Tuesday January 19, 2016
City Hall - 6:00 p.m.

Mayor Swope called the meeting to order at 6:10 p.m. Roll call of Council Members: Present – Wilson, Smock, Bass, Ratchford and Heth. Smock/Ratchford motion to approve the January 19, 2016 Agenda. Ayes - 5. Motion carried.

Heth/Smock motion to retro-pay Holiday Pay to Jamison Eder for all holidays worked in 2015. Roll call: Ayes – 5. Motion carried.

Mayor Swope began the Budget Workshop by requesting a 3% wage increase for employees. After discussion the consensus was in favor of the 3%.

City Clerk Kristi Lundy reviewed with council the Fiscal Year 2016/2017 Revenues, explaining the Black Hawk County Gaming Association's grant requests' would be for half of the John Deere Tractor and new restrooms at Mayor's Park. Discussion was held on the sale of lots in the Elk Ridge Estates. It is an unknown factor but city clerk is assured for at least the sale of four lots. Bass questioned the Capital Project fee for the sewer plant project. City Clerk Lundy replied the city collects almost \$90,000 per year. Smock questioned if someone on the council is doing regular audits of city financials. Ratchford replied he would volunteer to be on the audit committee.

City Clerk Lundy reviewed with council the Fiscal Year 2016/2017 Expenses. Council discussed law enforcement contracts. City Clerk reported there was a 3% increase in the contract with the county. After discussion it was agreed to go with the contract presented by the Evansdale Police Department. This presents a savings of almost \$10,000 a year. Council agreed to remain with the Waterloo Fire Department for Fire and Ambulance services. City Clerk Lundy explained the increase in the Building Inspector wages. The previous fee schedule that Ed was using was many years old and they had considered going with a current Waterloo fee schedule for permits. Now that we have hired Brian Wirtz as building inspector we will be using Evansdale fee permit schedule. Mayor Swope presented the quote for a John Deere tractor explaining the current one was 15 years old. Council agreed to the new John Deere Tractor at a cost of \$48,648.66 including trade in value provided a grant is approved from the Black Hawk County Gaming Association. Ratchford suggested an extended warranty be considered. Council agreed to the Mayor's Park restroom project with an estimated cost of \$30,000 contingent of receiving grant funding. Maintenance Tom James presented estimates for fixing the Elk Run suspension bridge to be \$3,800 not including sandblasting and painting. Smock referred to bridge repair purchases already made. City Clerk replied he has begun making repairs and is working on it as weather permits. City Clerk Lundy stated the City has a contract with Stout Tree Care, LLC for the ash tree treatment every two years and is estimated at \$3,483.00. City Clerk Lundy ask council if legal fees were sufficient, considering the pending lawsuit. Council felt they were. Mayor Swope requested a small generator for City Hall and possibly Tom's use be considered. Council increased the cost for building maintenance to allow this purchase. Council agreed to a projector for the council room. City Clerk Lundy explained the proposed Elk Run 65th Anniversary celebration provided volunteers can be enlisted. City Clerk Lundy reported the city has not had a celebration since the 50th Anniversary and felt it would be a great summer celebration. Al Cross, 434 Amber Lane, has made a logo and he will get price estimates for t-shirts. Council wholeheartedly agreed and agreed to budget \$5,000. City Clerk Lundy would like to schedule a anniversary committee meeting in February to begin preparations.

City Clerk Lundy reviewed Tom James plans for the shop and needed building repairs. Council agreed to these plans. City Clerk Lundy discussed the \$500,000 Bond Payment for the Plaza Drive Reconstruction project due 12/01/2016. Council discussed the Kluesner Construction, Inc. bid for the Lafayette Road Project in the amount of \$41,800.00 to asphalt the north and south side of the shoulder. Bass felt the shoulders should be repaired at the same time the road is overlaid. He stated it would be a waste to do it now. Council requested the Mayor get additional bids for the project. City Clerk Lundy reviewed the water meter purchase of 100 new meters. Mayor Swope reviewed the new line tracer Tom got a bid on. This would greatly benefit the city for finding water lines. Discussion was held on the James Street/Gilbert Drive Generator quote. Smock requested the Mayor have a standard of getting three bids on all purchases before consideration. Ratchford requested at least two. Smock would like all three lift stations generators be purchased. Ratchford agreed possibly offering the City a better price. Bass felt the lift station at Sutton Avenue would be the priority for a back-up generator. City Clerk Lundy feared there would not be enough funds available in the sewer department to do all three lift stations at one time without having to increase sewer user fees. City Clerk Lundy's recommendation would be to do one a year. The Evansdale Waste Water engineering cost was discussed. Smock is not in favor of spending more money to determine what to do without having a plan. Smock requests Mayor Swope, the Sewer Committee, any Elk Run council member and the Mayor Monte Johnson meet with Evansdale first to see if regionalizing with Evansdale is a possibility. Mayor Swope reported he, Mayor Johnson and Mayor Faas have met and discussed the possibility. Evansdale is interested and any engineering fees would be split 3-ways. Discussion on regionalizing with Evansdale was held.

Bass questioned why a new Comprehensive Plan was needed. City Clerk Lundy replied the current plan is nearly 20 years old. It is the foundation for zoning and the annexations are not included in the current plan. Bass stated nothing has changed and did not feel a need to spend \$15,000 for this project. City Clerk Lundy will have Brian Schoon come to the February regular council meeting to answer any questions regarding this.

Discussion was held again on the PTO policy in the new personnel policy. Council discussed the way it should be calculated and accumulated. Heth will work on the revisions. Mayor Swope wanted to publicly thank councilman Heth for his commitment to the new personnel policy.

Wilson/Heth motion to adjourn at 8:46 p.m. Ayes – 5. Motion carried.

Tim Swope, Sr., Mayor

ATTEST:

Kristi Lundy, CMC, City Clerk