

City of Elk Run Heights
Regular Council Meeting
Eddis Winstead Council Chambers
November 13, 2018 – 7:00 p.m.

Mayor Swope called the meeting to order at 7:00 pm. All present recited the pledge of Allegiance. Roll call of Council Members: Present – Schellhorn, Wilson, Bass, Ratchford and Smock. Quorum present. Ratchford/Bass motion to approve the November 13, 2018 Agenda. Ayes – 5. Motion carried.

Smock/Bass motion to approve the following items on the Consent Agenda accept the City Clerk's Reports, Function Report, Revenue and Expenditure Reports as of October 31, 2018, approve Resolution 2924 Authorizing the payment of City bills, approve the October 2018 Building Inspector's Report. Roll call: Ayes – 5. Motion carried. Schellhorn questioned the October 9th meeting minutes regarding the lift station problem, Schellhorn noted it was the Lafayette Road Lift Station that had the problem not the James Street Lift Station. City clerk will correct this. Smock/Wilson motion to approve the October 9th meeting minutes with this correction. Roll call: Ayes – 5. Motion carried.

During Public Input, resident Donald Wurtz, 224 Marie Avenue, questioned if a cost comparison had been done with the City of Waterloo to provide wastewater services to the city. City clerk Lundy stated yes cost comparisons had been done over the last ten years. Don wants to review the itemized comparisons. City clerk Lundy invited Don to come into City Hall and look at them.

Mayor Swope introduced State Representative Ras Smith. Representative Smith stated he wanted to introduce himself and is making the rounds to find a better way to support smaller towns.

City Engineer Mike Dryden explained approving Resolution 2925 and Resolution 2926 setting the Public Hearing were the two things he had this month. City clerk Lundy questioned if the land owners had been notified that their share of the project will be assessed to their taxes. Mike replied not yet, after Resolution 2925 is approved they will be. Ratchford asked if there will be bids. Mike replied yes. City clerk Lundy questioned if council could receive a copy of the plan. Mike will see that they do. City clerk Lundy ask if bid letting will be in the spring. Mike explained will be in January/February of 2019 and start in May and should be complete by June 31, 2019. Bass asked if City pays the initial cost. Mike replied yes. City clerk Lundy stated this would be done by bond. Mayor Swope stressed there is no way to know the exact cost of the Gilbertville Water Main cost or the Waste Water Treatment Plant. Bass questioned what if land owners decide to do this themselves. Mike replied then they must make their own plans, etc. Schellhorn agreed the City will not know the exact cost. Mike noted he will prepare an engineer's estimate.

Ratchford/Wilson motion to approve Resolution 2925, a Resolution fixing value of lots and adopting preliminary plat and schedule, estimate of cost and proposed preliminary plans and specifications for the construction of the Gilbertville Road Water Main Improvements from Plaza Drive to Young Road Project in the City of Elk Run Heights, Iowa. Roll call: Ayes – 5. Motion carried.

Bass/Ratchford motion to approve Resolution 2926 setting a Public Hearing for December 11, 2018 to consider the Resolution of Necessity (Proposed), an estimate of costs and plat and schedule showing the amounts proposed to be assessed against each lot and the valuation thereof within the District as approved by the Council of Elk Run Heights, Iowa, for an improvement, designated as the Gilbertville Road Water Main Improvements from Plaza Drive to Young Road Project of the types and in the location as described in the Parcel ID and Legal Description. Roll call: Ayes – 5. Motion carried.

Ratchford/Schellhorn motion to approve Resolution 2921 approving the contract/quote with Lucas Asphalt for a 4-inch overlay in 2 layers of the back portion of the City Hall parking lot at a cost of \$16,000.00 Roll call: Ayes – 5. Motion carried. Schellhorn noted this was delayed from last month due to the need to determine the exact area and cost. City clerk Lundy added the square footage needed to be stated. Mayor Swope clarified the exact area. Mike felt the price was reasonable.

Ratchford/Schellhorn motion to approve Resolution 2927 authorizing the Mayor to enter into an agreement with Nutri-Ject for Bio-solids Management Services effective August 31, 2018 through December 31, 2021. Roll call: Ayes – 5. Motion carried. City Attorney Prendergast questioned the cost. City clerk Lundy replied there was a slight increase from \$0.040 per gallon to \$0.045 per gallon.

Council discussed approving the GovPayNet, a credit/debit pay instrument for the City's Utilities. City clerk Lundy explained this will allow residents to make utility bill payments by debit and credit card in the office or online. Many people do not carry cash or checks with them. Having this service will be a convenience for many. City clerk Lundy added the service fee is 2.65% added to each transaction. There is no-cost to the city. Govpaynet is used by many cities in the state and is very user-friendly and quick and easy for customers to make payments using our website. Govpaynet will provide a complimentary Media Kit to help get the word out to our residents. Wilson/ Ratchford motion to approve Resolution 2928, a Resolution to enter into a merchant processing agreement with GovPayNet, to provide the option to pay fees by debit/credit cards or e-check online at no cost to the City. Roll call: Ayes – 5. Motion carried.

Council discussed the building codes within the City. Mayor Swope stated when the City went with Evansdale Building Inspector permit charges were different. City clerk Lundy explained the cost of permits increased due to the fact the City had not raised charges for at least fifteen years. Bass thought if maintaining property, no permit. City clerk Lundy explained per code book any repairs or improvements to property over \$1,000.00 including material and labor needs a permit. Bass stressed he was doing labor himself and thought people should be encouraged to maintain their property. City clerk Lundy stated roof shingles needs a permit. City Attorney Prendergast stated this is public information and is on the WEB, adding the City would be in a minority if it does not permit maintenance changes. Ratchford commented no permit could result in an insurance problem. Wilson noted if in question come to City Hall and ask. Schellhorn agreed with the over \$1,000.00 rule to permit changes. Resident Al Cross, 434 Amber Lane, asked what the big deal was having a permit satisfies insurances. Mayor Swope and Smock suggested clarifying this during upcoming December 11th at 5:30 p.m. workshop. Mike stressed need permits for sidewalks they need to meet ADA specifications. City clerk Lundy suggested council check with other cities to see what they require a permit for.

Mayor Swope discussed the City of Raymond's Foundation Drain Disconnection plan and added the City of Raymond will be visiting homes and businesses to perform sump pump inspections. Typically, sump pumps are designed to pump out into their yard, however, some are pumping into the city's sewer system. Schellhorn has studied this plan and thinks it looks good, adding Elk Run should go with this plan as it is written. Bass noted some homes in the City were built before sump pumps. City clerk Lundy questioned what the inspection time line should be and if a failure to comply would be a \$50.00 monthly charge. Schellhorn stated give residents one year to comply. City Attorney Prendergast noted many small towns are facing this issue. Mike mentioned the City of Waterloo has been doing this under EPA orders and are facing large fines. Schellhorn commented pumping is okay if not being pumped into the drain or sewer lines. Bass thinks this is a good plan. City Attorney Prendergast agrees with doing this therefore removing any possible future disagreements. Ratchford suggested adding this to the workshop meeting next month. Council agreed.

Mayor Swope gave his monthly report stating the City had a water main break on Shirley Avenue on Thursday. During Old Business, Schellhorn questioned when the approved ditch and culvert work will be done. Mayor Swope has been working on getting this done and will call again tomorrow in the morning. Also, Schellhorn questioned what was happening with the Railroad Crossing repair. Mike has been in contact with the railroad. Mike stated the railroad will pay some of this eventually through a DOT program. Mike added the City will have to pay for this until the DOT Program does. During New Business, City Attorney Heather Prendergast updated the council on her Attorney's firm, stating it had been a pleasure and an honor serving the City. Attorney Prendergast discussed the City's needs and her ability to fulfill those needs. Council ask Attorney Prendergast to stay with the City but felt she would not need to attend all meetings. Attorney Prendergast agreed.

Wilson/Ratchford motion to adjourn at 8:45 p.m. Ayes – 5. Motion Carried.

Tim Swope, Sr., Mayor

ATTEST:

Kristi Lundy, CMC, City Clerk