

City of Elk Run Heights
Regular Council Meeting
November 8, 2022 - 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: Sallis, Wurtz, Galbraith, McChane, and Bass. Quorum present.

Sallis/Bass to approve the November 8, 2022 agenda. Ayes-five. Motion carried.

Sallis/Galbraith to approve the consent agenda: a. Approve the October 11, 2022 regular meeting minutes and October 26, 2022 special meeting mins b. City Clerk’s Reports as of October 31, 2022: 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-five. Motion carried.

Councilor Wurtz asked to pull items b and c for discussion.

Wurtz/McChane to approve Resolution 4083 authorizing the payment of bills and transfers. Roll call vote: Ayes-five.

Wurtz/McChane to approve Resolution 4084 a resolution of the City Council of the City of Elk Run Heights, Iowa, authorizing payment #16 to WRH, Inc.; in the amount of \$102,125.00 for the Wastewater Treatment Plant Project. Councilor Wurtz asked if this payment was the payment for the engineer fees the Council had discussed having MSA come to attend a meeting for clarification. Councilor Bass responded no. Roll call vote: Ayes-five.

Sallis/Galbraith to approve Resolution 4085 authorizing the Mayor to sign an amended employment contract with Steven Santomauro, adding building official duties and a pay rate of \$25.00 per hour. Councilor Wurtz asked what the amendment was. Mayor Smock responded we are adding building official duties at a pay rate of \$25.00 per hour. Explaining the initial transferring to the new inspector and adding the software included some leg work. In addition, if he were to perform any code enforcement duties this would be the rate. Roll call vote: Ayes-five.

Mayor Smock opened up the floor for public comment. Ron Ratchford commented that the office looks really nice.

Sallis/Bass to open the public hearing for the adoption of the “Code of Ordinances of the city of Elk Run Heights, Iowa” at 6:13 p.m. Ayes-five. Motion carried. With proof of publication on file and no public comment received.

McChane/Galbraith to close the public hearing at 6:14 p.m. Ayes-five. Motion carried.

Galbraith/Bass to approve Ordinance 279 approving the first reading of the newly codified “Code of Ordinances of the city of Elk Run Heights, Iowa”, first reading. Roll call vote: Ayes-five.

Bass/McChane motion to waive the second and third readings of Ordinance 279 and adopt the newly codified “Code of Ordinances of the city of Elk Run Heights, Iowa”. Ayes-five. Motion carried.

Discussion/Possible Action: Making “Code of Ordinances of the city of Elk Run Heights, Iowa” available online. Mayor Smock stated that having the code openly available to the public would help with avoiding

gray area and questions. Councilor Galbraith stated he is in favor of either option, adding everyone would have access to the information. City Engineer Mike Dryden stated that it is nice to have. Councilor Wurtz began discussing the options available. One being receiving a CD that is provided at no cost that can be put on the website. The second option is a comprehensive and usable online code feature that provides for a fully searchable code that is easy to navigate and mobile friendly for use on phones and tablets, so citizens, staff, and elected officials can view it easily from anywhere. Galbraith/Sallis to approve option two. Sallis stating, she is open to both options. Ayes-two. Nay-Bass, Wurtz, McChane. Motion failed. Bass/Wurtz to approve option one. Ayes-four. Nay-Galbraith.

The council reviewed the FY2022 Annual Finance Report.

Sallis/McChane to approve request from Mayor to sign water utility vendor agreement for low-income household water assistance program. Ayes-five. Motion carried.

Request from Mayor to have a special meeting on November 22, 2022. Mayor Smock stated she would like to have a planning meeting to begin working on a five-year plan and begin working on putting a Capital Improvement Plan in place. Councilor Wurtz felt it should be tabled due to the Holiday and that it is too soon to start working on budgeting. The Mayor responded there is currently no plan in place, and this is something that should be started because it is a revolving plan of projects in the future. Wurtz asked why we are not utilizing our Comp Plan. Smock responded that the Comp Plan has nothing to do with the equipment replacement, street projects, or department requests, Capital Improvement Plans covers and plans for what projects and purchases are coming over the coming years and how they are paid for. After discussions it was decided to have a planning meeting at the December regular meeting at 5:30 p.m. Sallis/Galbraith to approve a 5:30 p.m. meeting for the December 13th regular meeting. Ayes-five. Motion carried.

Engineer Reports. Mike Dryden gave updates on the final stages of the Mayor's Park project.

Mayor/Council Reports. Mayor Smock discussed holding a joint Council meeting with Raymond on November 29th which was suggested by the city attorney.

Wurtz/McChane to adjourn at 6:50. Ayes-five. Motion carried.

Attest:

Lisa Smock, Mayor

Julie Eastman, City Clerk