

Regular Meeting Minutes
October 1, 2012 ~ 7:00 p.m.

A. CALL TO ORDER.

The regular meeting of the Waverly City Council was held on October 1, 2012, at 7:00 p.m. in the Ivan "Ike" Ackerman Council Chambers at City Hall. Mayor Brunkhorst presided. Council members present: Gene Lieb, Richard Lindell, Chris Neuendorf, Kathy Olson, Gary Boorum, Dan Mc Kenzie and Tim Kangas. Absent: None.

1. **Pledge of Allegiance.**

Honor Flight Members Martin Veering, Garylord Hinderaker, Kenny Miller, Les Zelle and Gordon Licht led the Council in the Pledge of Allegiance. All members thought their trip to Washington D. C. was a great experience.

2. **Prayer.**

Councilmember Boorum said a prayer for the 2012 Council.

3. **Approve Agenda as Printed or Add Items for Discussion Only.**

Moved By: Olson

That the agenda for this Council meeting as prepared is hereby approved.

Yes: 7

No: 0

Absent: 0

4. **Minutes.**

Moved By: Boorum

The September 17, 2012 and September 24, 2012 Council Meeting Minutes are hereby approved as amended by replacing wording in September 24, 2012 under City Council Comments on Policy Issues: "If the citizens do not want the appointee they can petition and have an election. To petition for an election a signed petition from residents of the third ward with signatures equal to 15% of those voting in the last city election. The petition would have to be presented to the Council within 14 days of the publication of notice or 14 days after the appointment is made."

Yes: 7

No: 0

Absent: 0

5. **Guest Councilperson.**

Council welcomed Jerry Vallem as the Guest Councilperson for October.

B. VISITORS/PUBLIC COMMENTS.

City Administrator Crayne reviewed his e-mail to Duane Liddle with Council. The City put gravel on Eagle Ridge Drive which is considered a City Street. City Attorney Werger informed Council that Eagle Ridge Drive became a City right-of-way when it was dedicated to the public as a street and became the City's property. The Developer was allowed to use a sub-base and gravel for said road when the street was created as opposed to closing it and creating a turnaround. Public safety vehicles would then have two ways of entering or exiting Centennial Oaks Golf Club Addition.

C. CONSENT AGENDA.

1. Pay Request from Snyder & Associates, Inc. for the 4th Street SW Project Development in the amount of \$7,022.13.
2. Pay Request from Construction Review Services for the GMT Railroad Spur Line for the amount of \$7,274.49.
3. Pay Request from Mc Clure Engineering for the Airport Land Acquisition 2012 in the amount of \$4,170.00.
4. Pay Request from Mc Clure Engineering for the Waverly Obstruction Evaluation Airport Airspace Analysis in the amount of \$735.00.
5. Pay Request from INRCOG for the CDBG Dam Project for the amount of \$395.19.
6. Pay Request from INRCOG for the EDA Dam Project for the amount of \$73.40.
7. Pay Request from INRCOG for the CDBG Flood Buyout for the amount of \$6,484.49.

Moved By: Lindell

Items 1 – 7 on the Consent Agenda are hereby approved.

Yes: 7

No: 0

Absent: 0

D. REGULAR BUSINESS.

1. **Review and Recommend Action on VFW Fundraising Sign proposal**
Community Development and Zoning Specialist Kohout informed the Council that the VFW Post would like to install one fundraising promotional sign showing their expansion project. Mr. Kohout stated that there are promotional signs around Waverly and staff would like Council's approval on said sign since there are no regulations. Mr. Kohout also informed Council that VFW exceeds amount of signage on their property. Mike Kukral stated that the VFW proposes removing two signs one at the southeast part of the building, and another moved the Joe W. Cretzmeyer sign to the west side of the building facing north and keep the VFW sign in place. The fundraising promotional sign would be moved to the front of the property. The fundraising deadline for the project is 12-31-12. Mr. Kukral hopes that within 18 months the building will be finished. The new sign will read "Home of Waverly Area Veterans Post" replacing the VFW Post sign. Mike Kukral also agreed that the portable sign should be removed after each event is over. Augie Waltmann voiced concerns with the amount of signage and the portable sign. Mr. Kohout informed Barb Waltmann that the "wall" sign would be moved to the back of the building. The Council suggested that the Planning and Zoning Commission discuss recommendations for promotional signs in Waverly. Mr. Kukral informed Barb Waltmann that the Board will update the VFW neighbors on the project at their next Board Meeting.

Moved By: Neuendorf

The VFW Fundraising sign proposal of the 8ft by 4ft. "Future Home of the Veteran's Service Center" promotional fundraising sign to be displayed for a period of 6 months and may be replaced by a construction project sign and removal of the sign on the light pole and the Cretzmeyer sign moved

to the back of the property is hereby approved. The Veterans' group would have to return to Council if the 6-month period has to be extended.

Yes: 7 No: 0 Absent: 0

2. **Resolution 12-152, A Resolution Approving an Amended Memorandum Of Agreement for the Extension of Completion of Historic Surveys for the Downtown, Northwest and Southeast Areas of Waverly.**

Sarah Meyer-Reyerson informed Council that FEMA requires Memorandum of Agreement for a Historic Survey to be signed because they funded demolition of historic homes in Waverly. Payment to the City is made by funding of the Historic Surveys. One of the surveyed neighborhoods could be awarded a National Historic Registry nomination. Staff knew the City would need an extension based on size and scope of the study. The amended memorandum of agreement will provide an additional 2 years to complete said surveys. The consultants are working with the State Historical Society to address their changes and the State will send said surveys to the National Register of Historic Places. Staff can now receive 90% reimbursement for historic survey work. The structure and architectural research for the surveys of the different neighborhoods is labor intensive.

Moved By: Olson

Resolution 12-152, A Resolution Approving a Amended Memorandum of Agreement for the Extension of Completion of Historic Surveys for the Downtown, Northwest and Southeast Areas of Waverly is hereby approved.

Yes: 7 No: 0 Absent: 0

3. **Resolution 12-153, A Resolution Awarding Seeding Contract for the CDBG properties.**

Community Development & Zoning Specialist informed Council that Tiedt Nursery will apply a dormant seeding and next spring the seed should germinate.

Moved By: Boorum

Resolution 12-153, A Resolution Awarding Seeding Contract to Tiedt Nursery for the CDBG properties for the Not-to-Exceed amount of \$19,288.80 is hereby approved.

Yes: 7 No: 0 Absent: 0

4. **Set Public Hearing Date for the 16th Street SW Reconstruction 2012.**

The projects begins at Bremer Ave and will include reconstruction of curb & gutter sections that are in need of repair. The intersection at 16th Street SW and 4th Ave SW will be rebuilt with a painted medium helping to direct the flow of traffic.

Moved By: Lindell

October 15, 2012, at 7:00 P. M. in the Ivan "Ike" Ackerman Council Chambers at City Hall is the date, time and place for a public hearing on the 16th Street Reconstruction 2012 and is hereby approved.

Yes: 7 No: 0 Absent: 0

5. **Approve the Sidewalk and Trail Infill Strategy.**
Leisure Services Director Ray informed Council that a draft strategy of infill priority areas has been created. Safe Routes to School has contacted the City. The infill sidewalk and trail areas for Safe Routes to School program will be identified during budget time.

Moved By: Kangas

The Sidewalk and Trail Infill Strategy along with opportunities for sidewalk infill with street reconstruction project is hereby approved.

Yes: 7

No: 0

Absent: 0

E. BOARDS AND COMMISSIONS.

1. Boards and Commissions.
The new Law Board Evidence Building is completed. Captain Jason Leonard and Bremer County Deputy McDonald installed new shelves in the building to save on costs.
2. Reports.
2011-2012 State Annual Financial Report – Finance Director Bachhuber informed Council that the report informs the State what the City has done during the fiscal year. Waverly Light & Power and Waverly Health Center are components of the City and are included in the report under business type activities.
Monthly Financial Report-waiting for property taxes to be credited to the City.
3. Communications.
Administrator Crayne stated that FEMA will pay the City for all the housing demolition costs up to 90% until for the historic surveys are completed. There is potential for additional reimbursement and staff will continue to work with FEMA on additional funding reimbursement.

F. CITY COUNCIL COMMENTS ON POLICY ISSUES.

Mayor Brunkhorst announced that there was a work session with Council at 4:00 P. M. and they have narrowed down the candidates for the City Administrator position down to five candidates with one alternate in case one of the five candidates withdraws. The Consultant will be calling the chosen candidates and will then release the names to the public. The public is invited on October 12th to the Waverly Public Library from 5:30 to 6:30 P. M. to a public reception to meet with the candidates. On Saturday, October 13th interviews will be conducted with the community group, Council and staff in open session at 8:30 A. M. until 1:00 P. M.
Mayor Brunkhorst informed Council that the City will put out a notice to interested parties for the Third Ward Seat vacancy due to the resignation of Richard Lindell. A letter of interest and background information are due by October 22nd. On November 5th the Council will appoint a new councilmember.
Councilmembers McKenzie and Olson stated that past allegations against staff regarding Eagle Ridge Drive were inappropriate and that they have total faith in staff.

Public Services Superintendent Sullivan informed Council that leaf pickup begins next week. Citizens can leave compostable bags with the leaves at curbside and will be picked up on the day of garbage pickup. Also available is the leaf vacuum service at a charge of \$30 for the first half hour and \$15 for the subsequent half hour. Call public services for an appointment. If citizens request vacuum service they would have to rake their leaves to the curb (not in the street) and the City will come and remove them.

Discussion followed on Habitat for Humanity.

G. ADJOURNMENT.

Moved By: Boorum

That the City Council Meeting be adjourned.

Yes: 7

No: 0

Absent: 0

Council adjourned at 8:15 P. M.

Bob Brunkhorst, Mayor

ATTEST:

Jo-Ellen Raap, City Clerk