

Waverly City Council
Study Session Meeting Minutes
August 26, 2013 ~ 7:00 p.m.

A. CALL TO ORDER.

A Study Session of the Waverly City Council was held on August 26, 2013 at 7:00 p.m. in the Ivan "Ike" Ackerman Council Chambers at City Hall. Mayor Bob Brunkhorst presided. Council members present were: Gary Boorum, Kathy Olson, Gene Lieb, Dan McKenzie, Wes Gade, Chris Neuendorf, Tim Kangas. Absent: None.

1. 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

2. Oath of Office.

Mayor Brunkhorst administered the oath of office to Barb Lutz as the new Hospital Trustee. Kyle Richards of the Waverly Health Center informed Council of an expansion to the Christophel Clinic. The Board is conducting long range planning for the hospital. There is a new doctor at the hospital is Dr. Courtney Bochmann and will be working at Christophel and Nashua Clinics.

B. VISITORS/PUBLIC COMMENTS.

Mayor Brunkhorst informed Duane Liddle that the City is trying to get a Wartburg intern to work on City communications. The City has worked on their website, radio programs and Phil is sending articles to the newspaper on what's going on in the City. Administrator Jones stated that the Citizens Survey and the upcoming Community Based Strategic Planning are being used as a connection to the community.

C. STUDY SESSION.

1. Presentation of the Final Report on the Wastewater Treatment Facility – Trickling Filter Assessment.

Bill Angerman of WHKS & Co. informed Council the trickling filter is the main treatment process at Wastewater Treatment Plant. The IDNR has a new nutrient reduction strategy to limit what can be discharged. The Treatment Plant was built in 1978. 2008 improvements were to address IDNR requirements and the 2012 improvements was to replace old equipment. The City's NPDES permit expired in 2006. The City's facility is a major facility and is older. Mr. Angerman stated the concrete structures are showing signs of deterioration, cracking along bottom of concrete wall fins, leakage at precast wall joints and spalling of concrete at top of walls. WHKS & Co. looked at media and distributor failure and structure leakage and failure. Mr. Angerman reviewed the risk matrix. Said matrix grades the likelihood of failure and consequence of failure showing increased maintenance or does the City need to buy equipment right away. The equipment at the wastewater plant is old but catastrophic risk is minimal. Mr. Angerman stated that the City should be planning improvements and phasing in IDNR's Nutrient Reduction system over the next 5 to 7 years. If one trickling filter is out of service the City can continue Wastewater operations for 3 to 6 months. Instead of removing waste nutrients by trickling filters, new plants have tanks and pull air in and have a biological process to remove phosphorus. Improvements made last year to the Wastewater Plant would be reused in the new process. The cost of replacing the trickling filters is \$2.2 million. The strategy would be to remove trickling filters, redundant biological contactors and convert to the suspended growth process. The proposed area for the biological phosphorus removal tanks and suspended growth treatment system can be constructed on the south side of the Wastewater facility property and keep the existing facility operating during the new system installation. Short term recommendations are routine monitoring of trickling filters and removing loose chunks of concrete from structures. Long term recommendations are to prepare to improve/replace filters within 5-7 years and prepare detailed evaluation for conversion to suspended growth system within two years of receiving new NPDES permit. Currently there are no grant dollars for cities to adhere to the IDNR requirements and the

Legislature will be discussing said requirements. City Engineer Cherry stated that the Wastewater Facility is in fair condition. Staff has time to plan for the new regulations and timing of the project. Mr. Cherry stated the City will be looking at a substantial project in 2020. In the past 10 years the City has made a series of improvements every 3 to 4 years and fund them with reserves and with debt retirement. As debt decreases the City can issue new debt for improvements without large rate increases. Waverly's increases are 2 ½% for the next 3 years with financial planning and project coordination. The estimated cost for improvements is \$3 to \$5 million. The Federal government issues directives and the State decides how to implement directives.

2. **Update on Sister City Visitors for the 20th Anniversary of the Waverly/Eisenach Sister City Agreement.**

Keith Collins and Dr. Brian Ffaltzgraff of the Sister City Organization were present to review events for said anniversary celebration. There will be 22 delegation members coming to Waverly in October. The Sister City relationship's primary purpose is to host high school students from Eisenach and vice versa. Mr. Collins informed Council that there is an exchange student at the High School from Eisenach and a Waverly High School student went to Eisenach for the school year. The Sister City organization wants to coordinate events with Wartburg College and the City for the visitors. Mr. Collins asked if liaisons from Council could coordinate events with Sister City members for said visitors. Transportation is a major consideration. Mr. Collins requested that the City hold a dinner for the delegation with Councilmembers. If anyone would like to join the Sister City organization there will be a picnic on September 8th at the Brunkhorst's. Mr. Collins stated that anyone would like to host visitors or donate gifts for the group to contact him or the Mayor. Dr. Brian Ffaltzgraff stated that Eisenach has been a gateway for Waverly people and Wartburg College and Waverly has been a gateway for Eisenach people.

3. **Review of Cedar River Parkway (West) 2013 Project Design.**

City Engineer Cherry informed Council that 75% of the project design is complete. Staff has conducted informational meetings with the neighboring residents. Staff had to coordinate with the IDOT on the 4th Street SW intersection improvements. The IDOT requires pedestrian crossings on all four corners of the intersection. 4th St. SW will be widened for a dedicated right turn lane. The entire intersection will have to be reconstructed with raised median section utilizing concrete pavers. The City and the IDOT agreed that it was not necessary to relocate the frontage road along 4th St. SW. Mr. Cherry reviewed the location of the new Cemetery access road and possible need for a retaining wall. Eliassen Addition residents don't want the sound wall built today but perhaps in the future. The roadway accommodates pedestrians and turning vehicles for the Soccer Fields with raised medians with grass to promote slower speeds. A trail could be added through City property that would connect to Southeast Elementary School. The trail would also add a segment to the regional Rolling Prairie Trail to connect with Shell Rock. The estimated cost is running about 30% above what staff thought it would be due to traffic signals at the 4th Street SW intersection, cemetery retaining wall, and rock excavation. There is no Federal or State funding available for this project. Staff wants to use the storm sewer drainage way for the Soccer Fields for corridor runoff. Traffic signals on 4th St. SW have emergency vehicle preemption and cameras. Property along the Cedar River Parkway by 1st St. SE can accommodate all types of development. The Council discussed turn lanes by the Soccer Fields. The Parkway was designed to be 1 foot above the 500 year floodplain. 3rd Street SE will not connect across and to encourage left turns and reroute traffic back to 4th St. SW to go north into town and avoid Eliassen Addition. There are two rows of trees that will be removed at the edge of the cemetery. Eliassen residents want to postpone the noise abatement wall because the wall is 6 foot high and would disrupt their view but wants the City to keep the offer open. \$3,000,000 is budgeted for next year for the parkway improvements. Council also discussed sidewalks along said corridor and the completed project. Final design will be completed in October or early November. Public hearing will be held in December and bidding in January.

4. **Consideration of a Municipal Infraction Ordinance.**

City Attorney Werger informed Council that a lot of cities have added the municipal infractions in order to give cities a flexible way to enforce code violations and to give people time to get violations fixed. It's a better way to get code compliance as opposed to a punishment. It frees Police up from having to do detective enforcement and could be done by staff. Infraction form is filed and served and the clerk puts it on the schedule and the magistrate determines the facts and levies the fines. Also the parties can negotiate and enter into an agreement at the time of the hearing. The City may get more complaints because it's an easier way of enforcing code without being a crime. The municipal infraction is a tool to use to gain compliance. Mr. Werger stated that the infraction still has to be investigated and documented. City Administrator Jones stated that when a homeowner does not comply with the statute it would be considered the first offense. The infraction is not intended to be a revenue raiser. Mr. Werger feels that the infraction process can be handled with the current staff. Noise abatement is discretionary but can follow the infraction process. Ankeny has an ordinance that if the snow shoveling is not completed by the next day after the snow storm the City will come out and shovel and bill it to the property owner. Mr. Werger also informed Council that if a person calls in and makes a complaint and staff investigates the complaint the person who called does not have to be identified. Leisure Services Director Ray stated that a communication protocol should be started to inform citizens. Mr. Jones stated that the ordinances have not changed and it's the expectation that all these things are complied with all the time regardless of enforcement mechanism. The infraction process is streamlining the process for the City and to have a better compliance tool. The Council directed staff to proceed with the infraction process.

D. BOARDS AND COMMISSIONS.

1. **Boards and Commissions.**

Economic Development Commission Minutes- Sept 19th meeting with the County.
Business park will be discussed at the next meeting.

2. **Reports.**

3. **Communication.**

City Administrator Jones reviewed the first draft of a document on Council goals and objectives that will be reviewed quarterly.

E. CITY COUNCIL COMMENTS ON POLICY ISSUES.

Communication Utility Feasibility Task Force members are on the WLP website. The RFP should be sent out to companies the week of August 26th and they have 30 days to respond. Recommendations should be completed by February.
Council discussed that with the heat people in need can contact United Way at 211 phone number and they will put the person in touch with community resources. People who don't have air conditioning can go to "The W" and the Library.
Discussion followed on deer management.
Kristi Kuhne thanked Council and emphasized communication with the public.
Ms. Kuhne reminded neighbors to help their neighbors" with snow removal and grass mowing.

F. ADJOURNMENT.

Moved By: Boorum

That the City Council Meeting be adjourned.

Yes: 7

No: 0

Absent: 0

Council adjourned at 9:15 P. M.

Bob Brunkhorst, Mayor

Attest:

Jo-Ellen Raap, City Clerk

