

**Regular Meeting Minutes and
Work Session Minutes**

Waverly Civic Center

February 3, 2014

A work session meeting of the Waverly City Council was held on February 3, 2014 at 6:00 P. M. in the Civic Center at City Hall. Mayor Infelt presided and the following Council Members were present: McKenzie, Wygle, Neuendorf, Gade, Kangas, Waldstein and Reznicek. City Administrator Jones reviewed the structure of Golf Commission, moving Hazard Mitigation and River Use Commission under the Leisure Services Commission and adding 2 members to the Planning & Zoning Commission. Council also would like some description of what the powers of a Council Liaison are. Council adjourned at 6:55 P. M. to assemble for the regularly scheduled Council Meeting.

A. CALL TO ORDER. 7:00 P. M.

1. **Pledge of Allegiance.**

The Mayor led the Council in the Pledge of Allegiance.

2. **Prayer.**

Mayor Infelt led the Council in prayer.

3. **Approval of the Agenda.**

Moved By: Gade

Seconded By: Reznicek

To move the Visitors/Public Comments section for items that are not on the agenda back to the beginning of the agenda before the Consent Agenda.

Councilmember Gade stated that the public knows the specific time when they can make comments if it is at the beginning of the meeting. Council believes the public should be allowed to speak first rather than waiting until the end of the agenda and limit comments to those items that are not already scheduled for a future agenda. Longer presentations have to be scheduled in advance.

Yes: 7

No: 0

Absent: 0

Moved By: Kangas

Seconded By: Neuendorf

To move Staff Comments prior to City Council Comments.

Yes: 7

No: 0

Absent: 0

Moved By: Kangas

Seconded By: Gade

The agenda for this Council meeting is hereby approved as amended.

Yes: 7

No: 0

Absent: 0

4. **Approval of the minutes from the January 16, 20th, and the 25th meetings.**

Moved By: Neuendorf

Seconded By: Wygle

The Minutes are hereby approved.

Yes: 7

No: 0

Absent: 0

5. **Guest Councilmember.**

The Council welcomed Jo Bagelmann as the Guest Councilperson for February.

6. **Public Swearing in of Edith Waldstein.**

Mayor Infelt administered the oath of office to Edith Waldstein.

B. PUBLIC HEARING.

1. This was the date, time and place for a public hearing on the Citywide Pedestrian Ramp Construction Project. Duane Liddle voiced concerns with snow removal equipment removing bumps on the pedestrian ramps. The City is meeting ADA requirements on the pedestrian ramps. The material being used on the ramps has to

meet IDOT requirements. The public hearing was closed and the following action was taken. Staff will contact future acquisition property owners along the Dry Run not to install new sidewalks.

Moved By: Neuendorf **Seconded By: Waldstein**

The Resolution Approves Plans, Specs, Form of Contract and Estimated Cost for the Citywide Ped Ramp Construction is hereby approved.

Yes: 7 **No: 0** **Absent: 0**

C. VISITOR/PUBLIC COMMENTS.

City Administrator Jones stated staff has set aside \$25,000 for 3 years to fund flashing yellow pedestrian lights at the intersection of 20th Street NW and Highway 3, crossing from Wartburg College to DUOS and at the Rail Trail Crossing with DOT permission.

D. CONSENT AGENDA:

1. Class C Liquor License for Chapala Family Mexican Restaurant.
2. Pay Request from AECOM Technical Services, Inc. for the Construction Review Services for GMT Railroad Spur Line for GMT Corporation City of Waverly, Iowa for the amount of \$2,455.66.
3. Pay Request from Iowa Northland Regional Council of Governments for the CDBG Dam Project for the amount of \$236.97.
4. Pay Request from Snyder & Associates, Inc. for the Champions Ridge Traffic Impact Study for the amount of \$2,663.00.
5. Pay Request from WHKS & Co. for the Dry Run Creek Improvements – Phase 1 for \$3,629.07.
6. Pay Request from WHKS & Co. for the NW 4th Street Improvements for \$28,121.64.
7. Pay Request from Stanley Consultants for the Cedar River Parkway, Final Design Services for \$8,058.10.

Moved By: Waldstein **Seconded By: Reznicek**

The Consent Agenda items are hereby approved.

Yes: 7 **No: 0** **Absent: 0**

E. REGULAR BUSINESS.

1. **Second Reading of Ordinance 976, to Allow for Angle Parking on the East Side of 11th Street NW remove parallel parking on the west side of the street, and make One-Way Direction Traffic Regulations for the 100 Block of 11th Street NW and the alley between 11th St NW and 10th St NW.**

Staff will be painting parking lines on 11th Street NW.

Moved By: McKenzie **Seconded By: Gade**

The second reading of Ordinance 976, amending Chapter 105 of the Waverly City Code to allow for angle parking on the east side of 11th St NW, to eliminate angled parking on the west side of 11th St NW, change to one-way traffic regulations for the 100 Block of 11th Street NW and the alley connecting 11th St NW and 10th St NW is hereby approved.

Yes: 7 **No: 0** **Absent: 0**

2. **Resolution 14-12, a resolution to approve Amendment No. 1 to the Professional Services Agreement for the Public Services Center for Operations & Disaster Response Project Part 2.**

City Administrator Jones shared that the new IDOT facility in New Hampton is actually \$40,000 more a stall than Waverly's per unit cost for a stall. The design is similar to ones in Waukee and Cedar Falls and Waterloo and adjusted to meet the City's needs and operations. City Engineer Cherry informed Tim O'Brien the anticipated cost of Phase 1 is \$4.1 Million and the phased approach with inflation for

Phase 2 would be \$3,000,000 7 years from now. Currently the City has equipment sitting outside that will be stored inside when the new facility is built. The Center will include service bays that would handle large equipment, an emergency operations center, with a training/lunch room and Administration that doubles as an Emergency Operations Center. City Engineer Cherry informed Council in October, 2012 staff reviewed phasing options with Council. In June, 2013 Design Alliance initiated the formal phasing plan study which looked at alternative building materials. In September, 2013 staff presented schematics of the structures on the Public Services campus that did use alternative building materials. Kristopher Orth of Design Alliance informed Council, the Supervisor at the Dyersville Clearspan facility stated the heating system in the building doesn't work very well and he would not build another similar facility. The Public Services' proposed structures on the campus would meet the energy code. Mr. Cherry also stated it seems every year the City is running some kind of emergency operations 24/7 for a few days. Part of the Phase 1 costs, are for site grading and prep work for Phase 2. Revenue Bonds would fund 85% of the project and are already built into the three year rate structure adopted by Council. \$200,000 will come from a GO Bond. Council discussed the need for the facility to support the City vehicles and the services it provides. The \$200,000 GO Bond supports general operations through Equipment Services for maintenance of the City's fleet.

Moved By: Wygle

Seconded By: McKenzie

Resolution 14-12 approving and amendment to the professional services agreement for the Public Services Center is hereby approved.

Yes: 6

No: 1(Gade)

Absent: 0

3. **Quote for Well # 7 Repairs from Northway Well & Pump Co.**

Administrator Jones informed Council that Well 8 is back up and running. Well # 7 went into pump failure and Northway is a trusted service company and has worked on the City's wells and found that the whole well site had to be overhauled.

Moved By: Gade

Seconded By: Waldstein

The Quote from Northway Well & Pump Co. for Well #7 Repairs for \$17,921.75 is hereby approved.

Yes:7

No: 0

Absent: 0

4. **The Appointment of Police Chief Richard Pursell to E911 Board.**

Moved By: McKenzie

Seconded By: Kangas

The appointment of Police Chief Richard Pursell to the E911 Board is hereby approved.

Yes: 7

No: 0

Absent: 0

5. **Presentation on the Emerald Ash Borer.**

Leisure Services Director Ray and Ron Lenth, ISU Extension Service Officer presented an update on the Emerald Ash Borer. Mr. Ray reviewed the Ash Tree description and what the Emerald Ash Borer looks like. The Emerald Ash Borer kills all types of ash trees and kills both stressed and healthy trees. Mr. Ray also reviewed the history of the spread of the Emerald Ash Borer. Most of the time it is spread by transporting of wood for firewood, logs to mills, nursery stock and tree waste to disposal sites. Adult larval will emerge in June in Iowa. The Emerald Ash Borer goes beneath the bark and takes water and nutrients from the tree and goes up and down the tree. Mr. Ray reviewed how to identify a diseased tree. Waverly's plan has begun with a tree inventory and Mr. Ray is speaking to four different service groups on the Emerald Ash Borer. The City has reached out to ISU Extension Service, WSR Schools, Wartburg College, Trees Forever, Waverly Light & Power. Street and Park trees are going to be removed that can potentially die and fall over

and cause public or private property damage. Due to the amount of City ash trees, pesticides cannot be used because they are hazardous to the ground water. The removed trees will be ground up to pieces and could be used as firewood. The emerald ash borer is in Blackhawk County and more than likely it is in Bremer County. The tree inventory should be done by the middle of February and staff will put together a plan. There will have to be ordinance changes due to nuisance trees, disposal of trees, tree contractors. The City is requesting an additional \$5,000 a year from Trees Forever Program for the next five years. It's the City's goal to replace as many trees as possible. There is a frequently asked question sheet available at City Hall, several websites and the ISU Extension service website available to the public. Typically it takes the Emerald Ash Borer to five years to kill a tree.

F. Reports from Boards and Commissions:

There were no comments.

G. Staff Comments.

Public Services Superintendent Sullivan informed Council and listening residents the Recycling Truck broke down today and part of Monday's route was not completed but will be tomorrow.

H. City Council Comments

The Council thanked staff for their work on servicing the wells over the weekend. Councilmember McKenzie stated the Street Crew really works hard to avoid piling snow on driveways.

The Council encouraged residents to clean around fire hydrants.

Councilmember Kangas read a prepared statement on his view of the role and responsibilities of a councilmember for the broader community.

Guest Councilperson Jo Bagelmann thanked the Public Services' Staff on snow removal citywide.

I. Mayors comments

Friends of the Trail held a Snow Event last Saturday evening and the Mayor thanked them for their efforts.

J. Adjournment

Moved By: Kangas

Seconded By: Neuendorf:

Yes: 7

No: 0

Absent: 0

Council adjourned at 8:46 P. M.

Charles D. Infelt, Mayor

Attest:

Jo-Ellen Raap, City Clerk