

Study Session Meeting Minutes –June 27, 2016  
Ivan “Ike” Ackerman Council Chambers

A Study Session Meeting of the Waverly City Council was held on June 27, 2016 at 7:00 P. M. at City Hall. Mayor Pro-Tem Kangas presided and the following Council Members were present: Waldstein, Lampe, McKenzie, Gade, Sherer and Kangas. Absent: Mayor Infelt and Reznicek arrived at 8:58 p.m.

- A. Meeting was called to order by Mayor Pro-Tem Kangas.
- B. Moved by Lampe, seconded by Waldstein to approve the agenda as presented.  
**Motion passed. Yes: 6 No: 0 Absent: 1**
- C. Moved by Sherer, seconded by McKenzie to approve the June 6, 2016 Regular Meeting Minutes.  
**Motion passed. Yes: 6 No: 0 Absent: 1**
- D. Public Comments on Items Not on the Agenda.
  - Dean Soash commented that he was unable to access supporting documents on the online agenda. Mr. Soash also commented regarding payment for work complete on Jim and Candy Hundley’s property for the Dry Run Creek Improvements project.
- E. Study Session Calendar.
  1. IA Highway 3 (Bremer Avenue) Reconstruction Public Information Meeting and Council Update #2.
    - A second public information meeting was held tonight from 5:00 until 7:00 p.m. with the objectives of this meeting to get thoughts and comments from the public. Project Manager Scott Sweet of WHKS, Inc. presented information for the Highway 3 / Bremer Avenue Reconstruction. It will be necessary to obtain right-of-way easements. New water mains will be installed in parallel lines downtown on East Bremer. Intersections are required to be re-constructed per federal guidelines; once constructed, the intersections will meet all new guidelines and will be ADA compliance. The D.O.T. will look at street markings, traffic control lights, and signage. Construction is estimated to begin sometime in early April of 2017. The reconstruction project will be completed in stages with the overall project expected to take two years to complete (2017 and 2018). School traffic should expect detours in order to not lose construction time. The street will be replaced to the same width it is currently. The traffic study is now complete and the D.O.T. will make a recommendation based on data from the traffic study. Three-lane vs. four-lane will be taken into consideration. A three-lane concept would eliminate conflict points. A recommendation from the D.O.T. will be based primarily on data.
  2. Leisure Services Commission Update
    - Leisure Services Commission Chair Person Brian Pins and Sharon Cashman, also on the Leisure Services Commission, reviewed activities from the past twelve months such as:
      - > The development of a 5-year plan for improvements which will be reviewed annually;
      - > Swimming pool hours;
      - > Acceptance of an extension of a trail from behind Hy-Vee to 3<sup>rd</sup> Street SE for Omni Subdivision Park Development to satisfy the parkland dedication ordinance requirement;
      - > The development of a Street Tree Replacement policy;
      - > The recommendation to continue the Cable Franchise Fee;

- > The recommendation of general language for L.O.S.S.T.;
- > Extensive discussions on possible improvements to Memorial Park and with options to repair, redo, or replace the Kids Kingdom area.

- All Play parks are something the commission is very interested in and will keep moving forward with.
- The commission will continue to look at the hours of the swimming pool.

F. Consent Calendar

1. Pay request from Tatroe Electric, Inc. for the bio solids spill at WPC on December 27, 2015 for \$37,000.00.
2. Pay request from Peterson Contractors, Inc. for the Dry Run Creek Improvements for \$184,702.85.
3. Pay request from WHKS & Co. for the Dry Run Creek Improvements- Phase 2 for \$2,167.22.
4. Pay request from WHKS & Co. for the Waverly- IA Hwy 3 (Bremer Avenue) Reconstruction 2017 for \$714.56.
5. Pay request from McClure Engineering Co. for the Airport Runway Rehabilitation 2014 for \$23,849.47.
6. Pay request from Feldman Concrete for the Citywide Pedestrian Ramp Construction- 2016 for \$46,158.50.
7. Pay request from Kluesner Construction for the Citywide Asphalt Patching Spring 2016 for \$13,035.02.
8. Setting a public hearing to review the Citywide Sidewalk Repairs 2016 project Plans, Specifications, Form of Contract, and Estimated Cost for July 18, 2016 at 7:00 P.M. in the Council Chambers at City Hall.
9. Class C Liquor License renewal for The Fainting Goat.
10. Class B Beer Permit for Waverly Heritage Days.
11. Cigarette/Tobacco/Nicotine/Vapor Permit for:

<i>Casey's General Store #1649</i>	<i>Liquor &amp; Tobacco Outlet</i>
<i>Dollar General Store</i>	<i>The Smoking Dragon</i>
<i>Fareway Stores, Inc. #561</i>	<i>Walgreens</i>
<i>Hy-Vee</i>	<i>Wal-Mart</i>
<i>Kwik Star #286, #707 &amp; #752</i>	
12. Approval of May, 2016 Cash Disbursements.  
Moved by Waldstein, seconded by McKenzie to approve the consent calendar.  
**Motion passed. Yes: 6 No: 0 Absent: 1**

G. Regular Business.

1. Moved by Sherer, seconded by McKenzie to approve the List of Fiscal Year 2016 transfers.  
**Motion passed. Yes: 6 No: 0 Absent: 1**
2. Discuss Funding for the Council Meeting Video Production and Community Messages after May 7, 2017.
  - Pete Lampe spoke in disagreement to property tax payers paying for this service since non-tax payers also benefit from this service.
  - After discussion, it was the consensus of the Council to look at this during budget time in order to decide whether to raise property taxes or make appropriate cuts in the City in order to be able to continue televised coverage.

3. Moved by McKenzie, seconded by Waldstein to approve Resolution 16-50 Approving the City of Waverly's Federal Aviation Administration Application for Federal Assistance SF-424 for the Waverly Municipal Airport's Runway Safety Zone.  
**Motion passed. Yes: 6 No: 0 Absent: 1**
  - There are two remaining land owners to work with regarding land acquisition for the three remaining parcels.
4. Moved by Gade, seconded by Lampe to approve Resolution 16-51 approving the bid of \$30,500 from Fischer Bros. of Eau Clair, WI to renovate the Outdoor Swimming Pool Waterslides.  
**Motion passed. Yes: 6 No: 0 Absent: 1**
  - This is to apply a new coat of clear coat on the waterslides. This will preserve the integrity of the slides. The step material is no longer available so it will be replaced with new, better material. Staff is confident in Fischer Bros. as they are the same company that has performed previous work.
5. Moved by Sherer, seconded by Gade to approve Resolution 16-52 Approving Parcel F and Parcel G Minor Subdivision Plat for Commercial Property on the east side of and in the 500 block of Industrial Street NW.  
**Motion passed. Yes: 6 No: 0 Absent: 1**
6. Moved by McKenzie, seconded by Waldstein to approve First Reading of Ordinance 1014, an Ordinance Amending the Zoning Ordinance of Waverly, Iowa, providing for Rezoning of property from Single Family Residential District (R-1) and Commercial District (C-2) to Commercial District (C-2A) and amending the City Future Land Use Plan from Government and Mixed Use to Commercial for two properties totaling 2.49 acres located on the southeast corner of 4<sup>th</sup> Street SW and Cedar River Parkway in the 300 block of the Cedar River Parkway and setting July 11, 2016 at 7:00 P.M. in the Council Chambers of City Hall as the date, time and place for a public hearing.  
**Motion passed. Yes: 6 No: 0 Absent: 1**
  - Steve Troskey with CJ Engineers of Marshalltown for Omni Development stated this property would be used for commercial and office use; however, the final use has not been determined yet. Mr. Troskey stated they would not be opposed to right hand turn in and right hand turn out only accesses.
  - This property is located north of McDonalds. This will allow for more flexibility for parking.
7. Moved by Waldstein, seconded by McKenzie to approve Resolution 16-53 Authorizing the purchase of permanent drainage easements for the 5<sup>th</sup> Avenue NE Box Culvert project. Permanent Drainage Easements for the following locations:  
Francis and Margaret Kenealy's property at 2000 5<sup>th</sup> Ave. NE for \$1,112.50 + \$500.00  
and Tadek Family LLC's property at 2001 5<sup>th</sup> Ave. NE for \$667.50 + \$500.00.  
**Motion passed. Yes: 6 No: 0 Absent: 1**
  - There will be an update at an upcoming Council meeting on the culvert.
8. Moved by Lampe, seconded by Waldstein to approve Resolution 16-54 Approving the agreement with Berens- Tate Consulting Group of Omaha, NE to provide arbitrage rebate services for the City of Waverly for a maximum amount of \$3,500 per bond plus out-of-pocket expenses when necessary.  
**Motion passed. Yes: 6 No: 0 Absent: 1**
  - City Administrator James Bronner explained that Berens-Tate Consulting Group will review bonds sold worth more than \$5M within the past 5 years to ensure there has been no arbitrage. Arbitrage is when you borrow money to invest it. As interest rates rise, it can occur that money is made from borrowed money. They will also review everything the bonds have been used to pay on.

9. Moved by Waldstein, seconded by Sherer to Take action directing language to be used on Proposition of Imposing a Local Option Sales and Service Tax (L.O.S.S.T.) election. Said language as it reads below:

One hundred percent (100%) for streets and bridges, trail, river, or parking related improvements and infrastructure; and public safety vehicles and related equipment.

**Motion passed. Yes: 5 No: 1 (Gade) Absent: 0**

**Reznicek arrived at 8:58 p.m.**

- Councilmember Gade likes the 100% option if it were not so broad.
- The hope would be that a public steering committee would self-gather and promote this measure.

10. Review Process for Sale of Capital Equipment

- The intent of this policy would be to help guide and direct staff when disposing of non-real estate property. At times, items have been offered a low bid or trade-in value or, even, at times no trade-in offer has been given at all. This could be an opportunity for staff to dispose of non-real estate property. A policy will come to Council for a policy decision on July 11, 2016.

H. Reports from Boards and Commissions

1. The W Monthly Revenue; April, 2016; Received into record.
2. Chamber of Commerce Board of Directors Minutes; May, 2016; Received into record.
3. Monthly Financials; May, 2016; Received into record.
4. Bremer-Waverly Law Board Minutes; May 9, 2016; Received into record.
5. Library Board of Trustees Minutes; May 10, 2016; Received into record.
6. Planning and Zoning Commission Workshop Minutes; May 25, 2016; Received into record.
7. Planning and Zoning Commission Minutes; June 2, 2016; Received into record.
8. Bremer-Waverly Law Board Minutes; June 13, 2016; Received into record.
9. Waverly Senior Calendar; June, 2016; Received into record.

I. Staff Comments

- Leisure Services Director Tab Ray explained that the Bur Oak Tree located on the east side of City Hall has deteriorated to the point it now creates a safety issue and should be taken down. It is cracked down the center and there is root fungus around the base of the tree. This is evidence of root decay. The City has installed two braces in an effort to decrease the amount of splitting. This tree has expended its life about 25 years and is estimated to be about 240 years old. Commemorative ideas are being looked at.

J. City Council Comments

- Councilmember Gade commented on the Mayor's absence.
- Councilmember Kangas commented on the Dry Run vegetation, Heritage Days Parade route being changed, and wished a happy 4<sup>th</sup> of July to all.

K. Mayor's Comments

- Mayor was absent.

L. Communications

1. Stories For Good

- M. Moved by Reznicek, seconded by McKenzie to adjourn. Motion passed and Council meeting adjourned at 9:37 P.M.

**Motion passed. Yes: 7 No: 0 Absent: 0**

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Timothy C. Kangas, Mayor Pro-Tem

ATTEST:

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Carla Guyer, City Clerk