

Regular Meeting Minutes – January 8, 2018
Ivan “Ike” Ackerman Council Chambers

A Regular Meeting of the Waverly City Council was held on January 8, 2018 at 7:00 P. M. at City Hall. Mayor Soash presided and the following Council Members were present: Birgen, Drenkow, Kangas, McKenzie, Rathe, Sherer, and Waldstein. Absent: None

- A. Mayor Soash called the meeting to order.
- B. Zac Birgen, Sam Barber, and Sam Solheim of Boy Scout Troop 69 presented the United States Flag and led in the Pledge of Allegiance.
- C. Moved by Kangas, seconded by Birgen to remove Regular Business items numbers 4 and 6 from the agenda and replace them onto the agenda for January 15.
Motion passed. Yes: 7 No: 0 Absent: 0
Moved by Sherer, seconded by Drenkow to approve the agenda as amended.
Motion passed. Yes: 7 No: 0 Absent: 0
- D. Moved by McKenzie, seconded by Birgen to approve the December 18, 2017 minutes as presented.
Motion passed. Yes: 7 No: 0 Absent: 0
- E. Council welcomed Adam Folkerts as the Guest Council person for January.
- F. Public Comments on Items Not on the Agenda
- Tim Griggs expressed opposition to the Cedar River Parkway project. Mr. Griggs explained that he has safety concerns with a tunnel being installed under the road, and it is an expensive project.
 - Director of the Eastern Iowa Atheists Justin Scott expressed his gratitude and well wishes for Council now that the prayer portion of the Council agenda has been removed.
 - Matthew Schneider shared concerns of how much construction has taken place and is scheduled for the future. Mr. Schneider commented that he feels the City should take time in completing projects since the rollback has made a significant impact on the budget. He said the community is experiencing construction fatigue.
- G. Consent Calendar
1. Pay Request from Stanley Consultants Inc. for the Cedar River Parkway (East) Improvements 2018 for \$25,364.50.
 2. Pay Request from McClure Engineering Co. for the Waverly Municipal Airport Runway 29 Extension 2018 for \$14,262.00.
 3. Pay Request from McClure Engineering Co. for the Waverly Municipal Airport Bulk Hangar Improvements 2017 for \$875.00.
 4. Pay Request from Pit Pros, Inc. for sludge hauling from the WPC facility for \$25,847.69.00.
 5. Class C Liquor License for Big Ben Pour House.
- Moved by Waldstein, seconded by Rathe to approve the consent calendar.
Motion passed. Yes: 7 No: 0 Absent: 0
- H. Regular Business.
1. Review of FY 2017 City of Waverly Audit by Jeff Peters from Williams & Company P.C.

- Jeff Peters of Williams Company, P.C. reviewed the financial audit for Fiscal Year 2016 – 2017. Mr. Peters reported that the audit has been submitted to the Government Finance Officer’s Association and highlighted the auditor’s responsibilities. The auditor’s report showed there was an unmodified opinion meaning that the numbers were fairly stated. He shared the statement of activities and added that Waverly is very fortunate to have an electric utility. The City showed approximately 167 days’ worth of funds in reserves. This is healthy since the City only receives payment from the county on October 15 and April 15 of each year which makes the 167 days of fund reserves so important. Mr. Peters credited the City by saying that the City does have a lot going on, but that Waverly seems to be the envy of many other cities. The accounting rules that are followed by the City are set by the Government Accounting Standards Board (GASB). There are 10 years of trend information also included in the audit which cover topics of financial statements, property tax rates, valuations, major employers, and is a requirement only for the certificate of achievement program. Mr. Peters gave kudos to Finance Director Jenifer Mein for her thoroughness and hard work on this. He encouraged folks to contact the Iowa State Legislators regarding the back-fill and roll-back programs.
- 2. Moved by Kangas, seconded by Waldstein to approve the Setting of the Public Hearing date to review the Cedar River Parkway (East) Improvements project plans, specifications, form of contract and estimated cost for February 19, 2018 at 7:00 p.m. in the Council Chambers of City Hall.
Motion passed. Yes: 6 No: 1 (McKenzie) Absent: 0
 - There are concerns regarding the advancement of this project during the FY 2018. The main reasons for this would be that it is not necessarily a priority at this time. If there were unlimited resources, it may be different. The timing is a also a concern with receiving bids one week before approving the budget.
- 3. Moved by Sherer, seconded by Birgen to approve Resolution 18-01, Setting a Public Hearing for the vacation of platted alley, sixteen (16) feet in width, in Block Twelve (12), Original Town of Waverly, Iowa as platted by William P. Harmon and conveyance to the adjoining property owners for February 5, 2018 at 7:00 p.m. in the Council Chambers of City Hall.
Motion passed. Yes: 7 No: 0 Absent: 0
 - This is the alley-way located between Kaiser-Corson Funeral Home and the old CUNA building.
- 4. Resolution 18-02, Authorizing the acquisition of real property for the Cedar River Parkway (East) Project.
(Removed by the Agenda Amendment)
- 5. Moved by McKenzie, seconded by Sherer to approve Resolution 18-03, Authorizing eminent domain for the acquisition of real property for the Cedar River Parkway (East) Project.
Moved by Kangas, seconded by Waldstein to table this discussion until the next Council meeting scheduled for January 15, 2018.
Motion passed. Yes: 7 No: 0 Absent: 0
 - There have been agreements reached with five of the nine property owners. Negotiations will continue until the time of the public hearing. This

project would be delayed if the passage of this resolution is delayed. Costs moving forward will be minimal. City Attorney Bill Werger also reviewed a timeline of the eminent domain process for Council. Mr. Werger added that this process can be stopped at any time. Every effort has been made to negotiate fair agreements for both parties.

6. Resolution 18-04, Awarding the Winter Tree Cutting for the Cedar River Parkway (East) Improvements project to Benton's Sand & Gravel of Cedar Falls, Iowa for the bid amount of \$21,500.00.

(Removed by the Agenda Amendment)

7. Moved by Drenkow, seconded by Sherer to approve Resolution 18-05, Approving the Community Development Director or designee as the City representative on the Big Six Building Owner's Association Board.

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

- The City is entitled to appoint one board member on the Big Six Building Owners Association as required by City Resolution 00-84, the Articles of Incorporation, and the Bylaws of the Association. The previous appointment has not served for many years.

8. Moved by Waldstein, seconded by McKenzie to approve Resolution 18-06, Approving a Feasibility Study agreement with Invision Architecture of Waterloo, Iowa to do a feasibility study of the existing fair buildings in anticipation of moving the Golf Maintenance Operations for approximately \$5,000 -7,000.

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

- The Waverly Health Center has expressed interest in this property for a long time. They purchased half of the block years ago and made a permanent parking lot. With the upcoming hospital expansion, they are seeing a need to expand their current parking facilities. The feasibility study is the first step in a plan to move the Golf Course Maintenance Operations in anticipation of the future property purchase.

9. Moved by Birgen, seconded by Kangas to approve Resolution 18-07, Approving a Charge Account agreement between the City of Waverly and Fareway Stores, Inc.

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

- From time to time, City employees find it necessary to charge certain items when purchasing from Fareway Stores, Inc. This kind of purchasing transaction is typically used for concessions product, supplies (beverages and/or food items) for certain meetings only, and occasionally other misc. items.

10. Moved by Waldstein, seconded by Rathe to approve the following Mayoral Appointments:

- Richard Pursell reappointed to Bremer County E-911 Service Board for a term ending January 2019.
- Peggy Rathe reappointed to Municipal Housing Commission for a term ending January 2020.
- Clark Wilharm reappointed to Municipal Housing Commission for a term ending January 2020.
- Doug Bowman is replacing Barb McWhirter on the Municipal Housing Commission for a term ending January 2020.
- Bob Brunkhorst is replacing Reid Koenig on the Electric Utilities Board

- for a term ending December 2023.
- Eric Bagelmann is replacing Richard Lindell on the Airport Commission for a term ending May 2022.
- Ron Reusche is replacing Dave Klamfoth on the Golf Course Commission for a term ending January 2019.
- Rebecca Smith is replacing Tammy McKenzie on the Economic Development Commission for a term ending July 2018.
- John Tharp is appointed to the Cable Telecommunications Commission for a term ending February 2019.
- Jon Hines is reappointed to the Cable Telecommunications Commission for a term ending February 2023.

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

11. Moved by Kangas, seconded by Birgen to approve Edith Waldstein as Mayor Pro-Tem.

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

12. Moved by Waldstein, seconded by Sherer to approve the Council Liaisons to the following Boards and Commissions.

| Commission or Board | Council 2018 |
|--|------------------------------|
| CABLE TELECOMMUNICATIONS COMMISSION | Tim Kangas |
| MUNICIPAL HOUSING COMMISSION | Rod Drenkow |
| ECONOMIC DEVELOPMENT COMMISSION | Dan McKenzie |
| WAVERLY SENIOR CENTER | Ann Rathe |
| ELECTRIC UTILITY BOARD OF TRUSTEES | Edith Waldstein |
| PUBLIC SAFETY BOARD - <i>voting member</i> | Dan McKenzie and Rod Drenkow |
| VETERANS TRIBUTE | Ann Rathe |
| WAVERLY HERITAGE DAYS | Ann Rathe |
| HAZARD MITIGATION - RIVER USE COMMISSION | Not needed |
| WAVERLY CHAMBER OF COMMERCE | Dan McKenzie |
| WAVERLY MUNICIPAL BAND | Tim Kangas |
| COMMUNITY ENERGY ADVISORY TEAM | Not needed |
| WAVERLY PUBLIC LIBRARY BOARD | Mike Sherer |
| AIRPORT COMMISSION | Tim Kangas |
| HISTORIC PRESERVATION COMMISSION | Brian Birgen |
| GOLF COURSE COMMISSION | Ann Rathe |
| LEISURE SERVICES COMMISSION | Brian Birgen |
| W - ADVISORY BOARD - <i>voting member</i> | Mike Sherer |
| PLANNING AND ZONING COMMISSION | Edith Waldstein |
| ZONING BOARD OF ADJUSTMENTS | Tim Kangas |

Ball Diamond Task Force

Dan McKenzie

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

13. Moved by Sherer, seconded by McKenzie to approve Resolution 18-08, Repealing the January 9, 2017 decision to remove the media representation table from the Council Chambers by restoring it back to the front row of the visitors' gallery in the Council Chambers.

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

- Council expressed that it was a disappointment last year when the table was moved and if there are sessions that cause for more seating, the table can be removed for that session. It is also a safety risk if the room needs to be evacuated since the table blocks a pathway to an exit at its current location on the north wall.

I. Reports from Boards and Commissions

1. Economic Development Commission Minutes; Nov. 14, 2017; Rec'd into record.
 - Commission is working to address some workforce items.
2. Leisure Services Commission Minutes; Nov. 30, 2017; Rec'd into record.
3. Bremer-Waverly Law Enforcement Board Minutes; Dec. 11, 2017, Rec'd into record.
 - Since the building is no longer new, there are maintenance issues that continue to arise such as failing HVAC units, etc.
4. Golf Commission Minutes; December 19, 2017; Rec'd into record.
 - A shared position for a Waverly Golf and Country Club and Waverly Golf Course Pro continues to be negotiated on.
5. Senior Calendar; January 2018; Rec'd into record.
 - The Senior Citizens Group, Inc., also known as Mitchell Manor serves a "homecooked meal" each Friday over the noon hour and provides about a half hour of music.

J. Staff Comments

- There were none.

K. City Council Comments

- Council member Birgen gave a "shout out" to Jim's Sport Shop for having an archery range in their upstairs area of the store.
- Council member Kangas thanked Finance Director Jenifer Mein for the work that was put in while completing the audit.
- Council member McKenzie noted that there is a lot of good information in the audit.
- Council member Sherer recognized the article in the Waterloo Courier regarding Waverly Health Center's Chief Executive Officer Jim Atty.

L. Mayor's Comments

- Mayor Soash is hoping to establish office hours of Mondays & Wednesdays from 8:00 A.M. until noon or by appointment. Mr. Soash would also like to encourage the public to volunteer for boards and commissions.

M. Executive Session

1. Moved by Kangas, seconded by McKenzie to enter into executive session to discuss collective bargaining strategy for upcoming City Unit negotiations as provided by Section 20.17(3) of the Code of Iowa.

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

2. To discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.

Died for lack of motion.

- N. Moved by Birgen, seconded by Rathe to adjourn. Council meeting adjourned at 9:18 P.M.

Dean Soash, Mayor

ATTEST:

Carla Guyer, City Clerk