

Study Session Meeting Minutes – February 26, 2018  
Ivan “Ike” Ackerman Council Chambers

A Study Session Meeting of the Waverly City Council was held on February 26, 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 order.
- B. City Clerk called roll. All members were present (Birgen, Drenkow, Kangas, McKenzie, Rathe, Sherer, and Waldstein).
- C. Moved by Waldstein, seconded by Sherer to approve the agenda as presented.  
**Motion passed. Yes: 7 No: 0 Absent: 0**
- D. Presentation of Plaques of Appreciation
  - Mayor and Council presented a plaque of appreciation to Tammy McKenzie for her service on the Economic Development Commission.
- E. Public Comments on Items Not on the Agenda.
  - There were none.
- F. Study Session Calendar.
  1. Economic Development Commission update to Council.
    - Economic Development Commission Chairperson Steve Egli presented to the Council. Mr. Egli reviewed that the commission has nine (9) voting members and seven (7) non-voting members. Back in the 1980’s, a privately financed group formed the committee with the City financing a portion of the costs. Over time, the group transformed into the Chamber, Main Street, and Waverly Area Development Group and is now operating as Economic Development for the City of Waverly. Recently, the commission made the decision to not only focus on attracting new business and industry to the City, but to also to focus on local growth. Looking at the amenities of the community such as recreation and entertainment is important when drawing new families to town. Something new in the industry is the establishment of quiet zones. In terms of quality of living, housing, day care, and elderly care needs are also looked at. The commission assisted in developing an incentives strategy in order to help determine items for consideration. The commission is currently providing sites for new and expanding businesses and industry and identifying areas of interest within the City. The commission has instituted a subgroup that helps to scout for initial locations and identify needs. Workforce development is another key focus this year since the number of available skilled workers is limited. It was suggested that there be a joint meeting with Economic Development Commission and City Council.
      - Council commented that it may be a good idea to have a joint meeting with Economic Development, Planning & Zoning, and City Council to discuss mixed use residential. The State of Iowa as a whole is competing with others in the Midwest and all are struggling for skilled workers across the state. The commission is looking at a quality of life marketing campaign and will likely bring it to Council in the future.
  2. Discussion of Rules of Procedure and Ethical Conduct Code
    - Present and past Councils have discussed the need for Council meeting Rules of Procedure and Ethical Conduct Code. This document is modeled after a Nevada, IA document. With Mayor and Council input, staff prepared the Rules of Procedure and Ethical Conduct Code document for further review by Council. The intent of this document is that it be utilized as a summary handbook for the Mayor and Council for ease of reference. Council expressed that they would like to

have it cited when an item or items in the policy reflected verbiage from the Iowa State Code or from the Waverly Municipal Code. Rules for adding agenda topics to the agenda should reflect that City Staff will look for approval from the City Administrator and the Council will look for the approval of the Mayor to add items to the agenda. Council was appreciative that the process for removing Council person(s) was in the document. After some discussion regarding telephonic participation, in the event of a Council persons absence, it seemed to be the consensus of the Council that the policy should remain as it is stated in the Waverly Code. It was asked that if a Councilmember chose to join by telephone that it be arranged well in advance of the meeting. Council also talked about additional items that could be taken care of on the Consent Calendar. Those items would include: purchases that have been budgeted and approved by Council, but not over the budgeted amount and items needing to set a public hearing that do not need to be done by resolution or ordinance. Council absenteeism was discussed regarding definition of unexcused/unexplained absences. Also discussed was the merit of moving to a system where the Mayor and Council be paid per meeting versus annually.

G. Reports from Boards and Commissions

1. Library Board of Trustees Minutes; January 9, 2018; Received into record.
  - Discussion has taken place about establishing quiet zones in the library.
2. Golf Commission Minutes; February 13, 2018; Received into record.

H. Staff Comments

- There were none.

I. City Council Comments

- Councilmember Drenkow expressed that he enjoyed the participation from Council during the more sensitive topics on the agenda.
- Councilmember Waldstein congratulated the Wartburg Women's Basketball team for winning the conference and also congratulated the Wartburg Wrestling team on their success.
- Staff informed Councilmember McKenzie that the library has collected 84 pounds of food and City Hall has collected 28 pounds of food for the FOOD FIGHT challenge. March 19 is the final day of the challenge.
- Councilmember Sherer echoed Drenkow's thoughts.

J. Mayor's Comments

- Mayor thanked Sharon Abram for her participation as guest council. Mayor Soash also thanked the Boards and Commissions members for their service to the community. He commended Council and Staff for the discussion on the Rules and Procedures. Construction season begins very soon. Bremer Avenue Reconstruction will begin on March 26. The trees will begin coming down on the Cedar River Parkway on March 5.

K. Moved by Waldstein, seconded by Sherer to adjourn. Motion passed and Council meeting adjourned at 9:17 P.M.

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Dean Soash, Mayor

ATTEST:

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Carla Guyer, City Clerk