

Regular Meeting Minutes – October 5, 2020  
Ivan “Ike” Ackerman Council Chambers

A Regular Meeting of the Waverly City Council was held on October 5, 2020 at 7:00 P. M. at City Hall. Mayor Hoffman presided.

The Governor of Iowa has declared a Public Emergency because of the COVID-19 outbreak. The Mayor has determined that an in-person meeting of the City Council is impossible or impractical without violating the Governor’s mandates.

**When an in-person meeting is "impossible or impractical," Iowa Code Section 21.8 permits a governmental body to conduct a meeting by electronic means.**

The meeting was conducted by video conference using ZOOM from the Council Chambers. The Mayor Adam Hoffman, City Attorney/Economic Development Director Bill Werger, and City Clerk Carla Guyer were in the Council Chambers. The 7 Council members were not in the chambers, but participated via ZOOM conferencing. Comments for items on the agenda could be made by submitting them prior to the meeting to the City Clerk, Mayor or any of the Council members or by calling 319-596-0179 during the meeting.

The video/audio conference of the meeting was broadcasted on the normal public access channels. Staff strived to maintain the quality of the video and audio during that broadcast. Public access was available through this broadcast.

Meeting minutes were kept and included a statement explaining why an in-person meeting was impossible or impractical.

- A. Mayor Hoffman called the meeting to order.
- B. Roll Call
  - Present: Beaufore, Birgen, Drenkow, Glaser, Kangas, Rathe, and Schneider Absent: None

**Beaufore exited the meeting at 8:05 p.m.**
- C. Mayor Hoffman led the Pledge of Allegiance
- D. Moved by Birgen, seconded by Kangas to approve agenda as presented.  
**Motion passed. Yes: 7 No: 0 Absent: 0**
- E. Moved by Rathe, seconded by Beaufore to approve the September 14, 2020 regular meeting minutes and the September 21, 2020 regular meeting minutes.  
**Motion passed. Yes: 7 No: 0 Absent: 0**
- F. Guest Councilperson
  - Council welcomed Angela Brunssen as the Guest Council Person for October.
- G. Consent Calendar
  1. Approve Change Order No. 2 to the Owner-Occupied Rehabilitation Contract for Project #1 of the Waverly CDBG Housing Rehabilitation Program for an increase of \$3,150.00.
  2. Set the Public Hearing date for November 2, 2020 at 7:00 P.M. in the Council Chambers of City Hall to authorize the sale of property known as the former Red Fox Inn located at 1900 Heritage Way.
  3. Pay Request from Farnsworth Group for the Public Services Center- North Addition 2021 for the amount of \$3,932.43.
  4. Pay Request from WHKS & Co. for the WPC Facility Improvements 2020 for the amount of \$16,452.64.
  5. Pay Request from WHKS & Co. for the 1<sup>st</sup> Street NW Reconstruction 2021 for the amount of \$27,317.45.
  6. Pay Request from WHKS & Co. for the Old WPC Dome Demolition 2020 for the amount of \$6,748.92.
  7. Pay Request from McClure Engineering Co. for the Airport Runway 29 Extension 2018 for the amount of \$5,694.04.
  8. Pay Request from Hall & Hall Engineers, Inc. for the Youth Ballfields 2019 (Cedar River Park) for the amount of \$14,653.70.

9. Pay Request from Heartland Asphalt for the Business 218 North HMA Resurfacing 2020 for the amount of \$22,476.75.
10. Pay Request from Wicks Construction, Inc. for the 4<sup>th</sup> Street SW & 10<sup>th</sup> Street SW Improvements 2020 for the amount of \$431,532.70.  
Moved by Drenkow, seconded by Schneider to approve the Consent Calendar as presented.  
**Motion passed. Yes: 7 No: 0 Absent: 0**

H. Regular Business.

1. Moved by Schneider, seconded by Birgen to approve Resolution 20-148, approving a plat of survey to create Parcel E and Parcel F in SE ¼ - NE ¼ of Section 30 – T92N – R14W Bremer County located at 2028 Badger Avenue for Dana Benning.  
**Motion passed. Yes: 7 No: 0 Absent: 0**
  - It was confirmed that this property is outside of the City Limits, and the 2-mile rule applies.
2. Discussion of memorializing the 3<sup>rd</sup> Street SE Bridge
  - City Attorney / Economic Development /Community Development Director Bill Werger reviewed the permitting process. As part of the permitting process, the City is required to go through a “106 process”. This process determines how the City will mitigate the loss of the historic structure. The 106 process involves taking public comment. The agency that will work with us on the process is the Corps of Engineers. Since it is over a waterway, the permitting process is required to be completed before any work begins on the bridge. The history of the bridge is already documented by putting it on the registry. The Corps would entertain proposals for signage, displays or different ideas that could be done. WHKS, Inc. has hired a consultant that would assist with the mitigation process. The City would have to obtain approval for the type of mitigation that is decided on because the permitting is what allows us to work in the waterway. The Corps may ask: how practical is it, can the City afford it, how important it is for preserving the structure, how difficult it might be for some type of preservation of the structure, is there access for a location to preserve a portion of the bridge, and does the community want to do a preservation project. There have been creative ideas done in other communities, and they have made proposals. The City having already been granted a registry may not be enough since the bridge was not taken out immediately. We will need to be creative about what we can do to preserve the history of the structure. If there is federal funding involved, it is stricter, than seeking approval from only the Corps of Engineers. The original timing of having the bridge taken down by the end of next year should not be impacted by this requirement. The grant from the R.E.A.P. program for just historical structures has been talked about and is a state grant not a federal grant. This is a matching grant that pays, for example, \$2 for every \$1 the City spends. There is a June, 2021 deadline for this grant, and we would hear back in July, 2021. If the bridge were moved to a different waterway and restored, it might be able to remain on the registry. We wouldn't want this to be delayed beyond the end of next year. Possibly a more lenient number than \$7,000 could be done since there would be a match. If a span would be moved, the safety and risks factors would need to be mitigated. If it is planned to remove a span of the bridge, it would have to be engineered and decisions would need to be made. For instance, a decision of what type of restoration would take place and the purpose of location proposed would need to be made. This would need to be done before engineering takes place so the scope of the project is clearer. Once we find out through the Corps of Engineers and the 106 process what can or cannot be done, then, we can continue on the already started engineering. The permits have been applied for. We will not know a timeline until the Corps of Engineers communicates to us as to what is going to be required. Other factors that will need to be considered by the engineers are: where will it be set, what type of base does it need to be set on, and how much this may cost.

Fundraising possibilities and concerns were also discussed. There needs to be a menu of ideas from a grand idea to a smaller scale so that when the Corps of Engineers gives us direction as to what we can do, we can have a selection to choose from. It would be good to have estimated budgeting numbers to go into the next budget planning. Council does not want to see any delay in timing for the removal of the structure. It would be nice to use this as a venue for a craft fair or something like that.

- Historic Preservation Commission (HPC) Chairperson Karen Lehmann commented that the memorial is not intended to be elaborate. She added that if a grant was applied for and a project was put forth, they would want the project to have some economic and heritage value in it. A vision or plan in order to receive a matching grant. The signage and the context can be built into the grant. H.P.C. member Don Meyer expressed that the commission is excited to get this opportunity and some time to be able to come up with a vision and proposal with a plan. The commission would need some time to do some visioning and get some other people involved who can visualize and create something. A sculpture idea has been received by Leisure Services Director Garret Riordan. Timelines will be expected at a later date.

3. Moved by Glaser, seconded by Birgen to approve Resolution 20-149, approving the Iowa Northland Regional Transportation Authority's Surface Transportation Block Grant Programming Agreement for funds in the amount of \$450,000.00 for the 1<sup>st</sup> Street NW Reconstruction 2021 project.

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

- Council expressed that it is important that the City prioritize and utilize what we have. There is other infrastructure within the community that is worse than 1<sup>st</sup> Street NW. The City doesn't seem to run its assets to the end of their natural life. The natural end of life for this street will most likely happen at the same time that the Bremer Avenue Bridge is under construction. We need to be more proactive to fix this road before the bridge is closed and the street falls apart, rather than afterwards. Being proactive and triaging what the needs are and how we can get how much use out of what we already have. The Rail Trail Bridge is going to be the next "Green Bridge". That Rail Trail Bridge is a staple in our walkable and bikeable community. It is literally falling apart underneath it. The Iowa Local Road Evaluation, conducted by the D.O.T. shows this portion of the road has a pavement index of poor and very poor. This is also a major corridor to get to Nestle. Approximately, 150 trucks/day travel this road for Nestle. About 5,000 vehicles/day also travel this road. Staff has worked hard to keep the amount of semi traffic traveling on 1<sup>st</sup> Street SW to a minimum in order to help preserve it. This project involves new concrete pavement, new storm intakes and some ancillary work on the City's sidewalk, water distribution and sanitary sewer collection systems. There are also an estimated 13 water services that should be replaced and switched from the old 4-inch water main to the newer existing 12-inch water main. However, this is primarily a road re-construction project. If this vote does not go through, we would need to return the \$450,000 that is being acted on by the Iowa Northland Regional Council of Governments and the next opportunity to apply for funding would be in the 2026 fiscal year. The funding through INRCOG is not guaranteed. If we would wait and apply again in 2026, the amount of funds available would most likely be \$450,000 - \$500,000, while the costs would go up an estimated 20%. Repairing the Rail Trail Bridge is not an option. The RTA funds would not be able to be applied to a project for the Rail Trail Bridge. The Rail Trail Bridge was built in 1904 and was not owned by the City for the first 95 years. The financial aspects of infrastructure are complicated.

4. Moved by Birgen, seconded by Rathe to approve Resolution 20-150, approving the Iowa Department of Transportation's Agreement for a Surface Transportation Block Grant

Programming Federal-aid Swap Project for funds up to \$450,000.00 for the 1<sup>st</sup> Street NW Reconstruction 2021 project.

**Motion passed. Yes: 6 No: 0 Absent: 1** (Beaufore exited the meeting at 8:05 p.m.)

- The S.W.A.P. system replaces federal funds with state funds. The state funds seem to be more user friendly and more efficient for local agencies. The City used S.W.A.P. money on Business Hwy. 218 North.

5. Moved by Drenkow, seconded by Rathe to approve Resolution 20-151, approving Change Order No. 2 in the amount of an increase to Division 1- 4<sup>th</sup> Street SW of \$13,723.39 and an additional (1) working day and to Division 2- 10<sup>th</sup> Street SW of \$2,687.30 and an additional (3.5) working days for the 4th Street SW (IA 116) & 10th Street SW Improvements 2020 project.

**Motion passed. Yes: 6 No: 0 Absent: 1**

- Change Order No. 2 addresses a variety of field adjustments needed to deal with unforeseen or changed conditions primarily related to utility conflicts. One area that had a large impact on the change order was having to move the “Waverly Bowl Inn” sign. Contractors and staff are always looking for ways to save money. This project is hard due to having so many unforeseen issues. There are a lot of artifacts from 100+ years. This change order also accounts for re-routing sewer main around St. John Church along with other items that have been identified and accounted for. Additional financing will happen through I.D.O.T. funding as well as I.D.O.T. transportation safety improvement program funds. There will also be some transfers from balances other fund accounts, as well as the water and sewer enterprise funds.

6. Moved by Schneider, seconded by Kangas to approve Resolution 20-152, awarding the Citywide Asphalt Patching-Fall 2020 project to Kluesner Construction of Farley, Iowa for the bid amount of \$21,549.98.

**Motion passed. Yes: 6 No: 0 Absent: 1**

- There was discussion on whether it would be more cost effective if this type of project was completed in-house. One example would be for seal coating. One-seventh of the City can be completed by a contractor within 4 or 5 working days. City crews did this in the past and it took 4 to 5 weeks to complete that amount. Our City crews focus and strength is in preparing and patching the road. City crew of 2 to 3 people now spend about 4 to 5 weeks prepping and patching to get the streets ready for the seal coat process. It seems more advantageous to use our resources for this. The City cannot compare prices with contractors when factoring in equipment and labor.

7. Revisit and potentially amend Resolution 20-126, a Resolution requiring face masks be worn by any member of the public while being an occupant of a public building.

- Following discussion, it was the consensus of the Council that face masks continue to be required within all public buildings.

8. Moved by Kangas, seconded by Drenkow to approve the following Mayoral Appointment: Justin Schedtler is replacing Tom Baker on the Historic Preservation Commission for a term expiring June 30, 2023.

**Motion passed. Yes: 6 No: 0 Absent: 1**

I. Reports from Boards and Commissions

1. Board of Adjustment Minutes; August 10, 2020; Received into record.
2. Economic Development Commission Minutes; August 11, 2020; Received into record.

J. Staff Updates

- Leisure Services Director Garret Riordan updated Council on the Youth Ball Fields project. Phase 1 is now complete, and Phase 2 will begin in the Spring of 2021. Mehmert Tiling is very good to work with.

- Mayor Hoffman added an update for Fire Chief Dennis Happel. The Volunteer Fire Department will not be conducting any fire education at the schools this year, due to Novel Coronavirus Pandemic. Families are encouraged to do education at home. The Volunteer Fire Department raised approximately \$2,500 with the Boot Drive this year.

K. City Council Comments

- Councilmember Rathe reminded citizens that in-person voting began this day. Ms. Rathe added that people should remember to get their flu shot.
- Councilmember Schneider commented on the speed limit at 5<sup>th</sup> Avenue NW and Industrial Street (along Business Hwy. 218). Mr. Schneider expressed that he felt the speed limit is too fast in that area.
- Guest Councilperson Angela Brunssen thanked Council for the opportunity to join them again.

L. Mayor's Comments

- Mayor Hoffman acknowledged the great work that Krista Dolash is doing in promoting events for businesses; including that some stores will be open the first Sunday of each month.

M. Moved by Schneider, seconded by Kangas to adjourn the meeting. Motion passed and the Council meeting adjourned at 8:38 P.M.

**Yes: 6    No: 0    Absent: 1**



Adam P. Hoffman, Mayor

ATTEST:

  
Carla Guyer, City Clerk