

Regular Meeting Minutes – October 21, 2019
Ivan “Ike” Ackerman Council Chambers

A Regular Meeting of the Waverly City Council was held on October 21, 2019 at 7:00 P. M. at City Hall. Mayor Soash presided.

- A. Mayor Soash called the meeting to order.
- B. Roll Call
 - Present: Drenkow, Birgen, McKenzie, Rathe, Sherer, and Waldstein
 - Absent: Kangas arrived at 7:09 p.m.
- C. Moved by Drenkow, seconded by Birgen to approve agenda as presented.
Motion passed. Yes: 6 No: 0 Absent: 1
- D. Moved by McKenzie, seconded by Birgen to approve the September 23, 2019 study session minutes.
Motion passed. Yes: 6 No: 0 Absent: 1
- E. Employee Limelight
 - 1. Recognition of Children’s Services Librarian Sue Van Hemert for her Distinguished Career Award from the Iowa Library Association and her Quality Time Award from the Iowa Library Association Youth Services Subdivision.
 - Council recognized Children’s Services Librarian Sue Van Hemert for receiving the Distinguished Career Award from the Iowa Library Association and the Quality Time Award from the Iowa Library Association Youth Services Subdivision.
 - Waverly Public Library Director Sarah Meyer-Reyerson commented on how very proud and happy the library staff is for Sue.
 - Sue shared her awards with Mayor and Council. Van Hemert recognized the wonderful people that she works with. She thanked Mayor and Council for all of their hard work in making decisions.
- F. Public Comments on Items Not on the Agenda
 - There were none.
- G. Consent Calendar
 - 1. Pay Request from WHKS & Co. for the E. Bremer Avenue Sanitary Sewer Extension 2019 for the amount of \$6,503.44.
 - 2. Pay Request from WHKS & Co. for the Business 218 North Resurfacing 2020 for the amount of \$12,921.89.
 - 3. Pay Request from WHKS & Co. for the WPC Facility Improvements 2020 for the amount of \$20,407.04.
 - 4. Pay Request from WHKS & Co. for the Infrastructure Modeling- Water Distribution System & Sanitary Sewer Collection System 2019 for the amount of \$1,906.96.
 - 5. Pay Request from McClure Engineering Co. for the 20th Street NW Improvements 2020 for the amount of \$340.00.
 - 6. Pay Request from Midland GIS Solutions for the GIS Data Collection 2019 for the amount of \$18,000.00.
 - 7. Pay Request from Construction Materials Testing for the Airport Runway 29 Extension 2018 for the amount of \$963.00.
 - 8. Pay Request from Mätt Construction Inc. for the Waverly Exchange Renovations 2019 for the amount of \$55,891.18.
 - 9. Pay Request from K Cunningham Const. Co., Inc for the Cedar Lane Reconstruction 2019 for the amount of \$190,799.61.

10. Pay Request from AHTS Architects for the Waverly Senior Housing- 420 Bldg. Project for the amount of \$3,040.43 to be paid by Waverly Senior Housing.
11. Pay Request from Steege Construction, Inc. for the Waverly Senior Housing- 420 Bldg. Project for the amount of \$138,891.05 to be paid by Waverly Senior Housing.
12. Class C Liquor License for The Beach House.
13. Cash Disbursements for September, 2019.

Moved by Sherer, seconded by Birgen to approve the Consent Calendar.

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

- Midland has started surveying infrastructure around the City. It might be noticed that there are orange dots on fire hydrants. This is to let them know that the ones with dots on them have already been surveyed.

H. Regular Business

Councilmember Kangas arrived at 7:09 PM.

1. Moved by Rathe, seconded by Birgen to approve Resolution 19-161, Approving the purchase of property located at 517 3rd Street SE from Phil and Molly Fitch for the sum of \$135,000.00.

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

- If the City decides to purchase the house, it may be demolished, moved somewhere else or something else may be done with it. Since the property will not be used for at least one-year or more, the house will be very rentable. The purchase is beneficial regardless of the outcome of the 3rd Street SE bridge. The house is not necessary to do the project; however, it would be convenient for large equipment during the construction.

- It is appreciated that Staff brought this purchase option to Council. The bank was willing to offer the same interest rate as the sellers have at 3.25% with about \$100 in fees. Staff would be encouraged to reach out to non-profits that need transitional housing to see if the house could be utilized in that manner. Although supportive of this purchase, purchase would not mean a commitment for a bridge project. It has, however, been a topic of high priority to decide the future of the bridge.

2. Moved by Birgen, seconded by Drenkow to approve Resolution 19-163, Adopting an Equal Opportunity Policy for Waverly, Iowa.

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

- City Attorney Bill Werger confirmed with the City's Human Resource Manager Abby Meester that the language in this policy is consistent with the language in the employee manual.

- Since the City received the grant, the resolution is a requirement in this process. Rose Phillips of Iowa Northland Regional Council of Governments (INRCOG) informed Council that although we may have the same policy in the employee manual, the funding source requires this, so we have to do it.

3. Moved by Rathe, seconded by Birgen to approve Resolution 19-164, Adopting a Residential Anti-Displacement and Relocation Assistance Plan for the City of Waverly, Iowa.

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

4. Moved by Sherer, seconded by Drenkow to approve Resolution 19-165, Adopting an Excessive Force Policy for Waverly, Iowa.

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

- INRCOG's Rose Phillips noted that the definition of excessive force is not stated in the policy.

5. Moved by Drenkow, seconded by Birgen to approve Resolution 19-166, Adopting a Lobby Policy Governing the Lobbying of Housing and Urban Development Personnel and/or Department of Commerce Personnel.
Motion passed. Yes: 7 No: 0 Absent: 0
6. Moved by Kangas, seconded by Birgen to approve Resolution 19-167, Adopting an Affirmative Fair Housing Policy for the City of Waverly, Iowa.
Motion passed. Yes: 7 No: 0 Absent: 0
 - No previous policy was found. Sexual orientation is covered within the Civic Rights Act.
7. Moved by Drenkow, seconded by Birgen to approve Resolution 19-168, Adopting a Procurement Policy for the City of Waverly, Iowa.
Motion passed. Yes: 7 No: 0 Absent: 0
8. Moved by Drenkow, seconded by Birgen to approve Resolution 19-169, Adopting a Code of Conduct for the Officers and Employees of the City of Waverly, Iowa.
Motion passed. Yes: 7 No: 0 Absent: 0
 - Council is covered under this policy as officers of the City. For instance, if a sibling of a Councilmember came to Council to bid on this project, the Councilmember would need to abstain from voting. Looking at the application, it is supposed to be for those people who are engaged in the award or administration of the contracts supported by the federal grant. Fraud, waste, and abuse is regarding what is happening in regards to this grant. This is very broad.
9. Moved by Drenkow, seconded by Waldstein to approve Resolution 19-170, Approving a plat of survey combining the four existing parcels into two, Parcel OO and Parcel PP for the properties located at 2103 E. Bremer Avenue for Hanawalt United, LLC.
Motion passed. Yes: 7 No: 0 Absent: 0
 - The owner would like to re-divide the parcels, and then, re-combine them so there will be a north parcel and a south parcel.
10. Moved by Sherer, seconded by Rathe to approve Resolution 19-171, Approving an amended contract with Rebecca Lawin McCarley, d/b/a SPARK Consulting to complete a reconnaissance level survey of the northeast residential neighborhood in Waverly.
Motion passed. Yes: 7 No: 0 Absent: 0
 - McCarly requested the extension.
11. Moved by Rathe, seconded by Waldstein to approve Resolution 19-172, Accepting the Living Roadway Trust Fund (LRTF) grant funds up to \$10,000.00 to be used towards the purchase of a Utility Task Vehicle (UTV) for the Vegetation Management Division with a City match of \$2,900.25.
Motion passed. Yes: 7 No: 0 Absent: 0
 - The passage of this resolution will cause the release of funds for this grant. This grant is not hard to receive. There are fewer than ten cities in Iowa with a Vegetation Management position. Waverly is the smallest city with this position. There are still more funds available. The position seems to be well-fitted for Waverly.
12. Moved by Drenkow, seconded by Waldstein to approve Resolution 19-173, Accepting the Living Roadway Trust Fund (LRTF) grant funds up to \$1,870.40.00 to be used towards the purchase of a Utility Task Vehicle (UTV) Skid Spray Unit for the Vegetation Management Division with a City match of \$467.60.
Motion passed. Yes: 7 No: 0 Absent: 0

13. Moved by Birgen, seconded by Rathe to approve Resolution 19-175, a Resolution approving the Street Finance Report for FY 2018-19.

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

- This year, Road Use Tax was dispersed \$121.50 per person based on the 2010 US Census numbers.

I. Reports from Boards and Commissions

1. Board of Adjustment Minutes; March 11, 2019; Received into record.
2. Planning and Zoning Commission Minutes; September 5, 2019; Received into record.
3. Ball Diamond Task Force Minutes; September 9, 2019; Received into record.
4. Golf Commission Minutes; September 10, 2019; Received into record.
5. Airport Commission Minutes; September 12, 2019; Received into record.
6. Leisure Services Commission Minutes; September 19, 2019; Received into record.
7. Monthly Financials; September, 2019; Received into record.
8. Senior Center Calendar; October 2019; Received into record.

J. Staff Updates

- Leisure Services Director Garret Riordan announced that there will be a Candlelight Walk on November 9 beginning at 5:00 p.m. Volunteers are needed and set up will start at 3:30 p.m.

K. City Council Comments

- Councilmember Rathe thanked the crew from Redeemer Lutheran Church for the Lenten project they worked on. This involved doing sidewalk improvements on Second Avenue in NE Waverly.
- Staff informed Councilmember Birgen that the Exchange Building is nearing the completion. There are just a few items to be completed yet. The crossing signal on 8th Street NW and West Bremer was hit by a vehicle, but is in working condition once again. There is no walk/don't walk signal at 10th Street NW and West Bremer; it could possibly be replaced, however, it is limited by the controller. Birgen commented on salt trucks being named in Scotland. They are called Gritters and have naming contests for them. Mr. Birgen invites all who would like to discuss City business immediately after the Council meeting at the Beach House.
- Staff informed Councilmember McKenzie that pink dots on fire hydrants mean that Midland GIS has surveyed them for the mapping process.
- Councilmember Waldstein again lifted-up Sue Van Hemert by adding that while Waldstein was on the library board there were many compliments of the youth program. Waldstein was also informed that the weather is causing delays in the completion of the Cedar Lane improvements.
- Councilmember Sherer thanked Staff for the repair made to the West Bremer Avenue intersection at 20th Street NW. Staff informed Councilmember Sherer that the Ball Diamond Task Force will present at the October Study Session on October 28 and a proposal will be brought to Council in November for a vote.

(Mayor Soash moved the communication item up to go after the Staff Updates.)

M. Communication

1. Goose Harvest 2019
 - Staff informed Council that this is the same program as last year. Private property owners have already lined up hunters for their properties.

L. Mayor's Comments

- Mayor Soash recognized several citizens for their achievements: Steve Corson was inducted into the Luther College Athletic Hall of Fame for his efforts with football, cross-country, and track & field. Ryan Gulick was chosen as the Care

Centers Manager of the Year at Bartels Lutheran Homes. Don Soash was recently selected as Fire Fighter of the Year. Soash also extended condolences on behalf of the City to Councilmember Birgen for the loss of his mother.

N. Moved by Waldstein, seconded by Rathe to adjourn the meeting. Motion passed and the Council meeting adjourned at 8:04 P.M.

Yes: 7 No: 0 Absent: 0



Dean Soash, Mayor

ATTEST:



Carla Guyer, City Clerk

