

**CITY COUNCIL MINUTES
TUESDAY, JUNE 9, 2020, 7:00 P.M.
CHEROKEE CITY HALL**

(Due to Covid-19 virus concerns and in conjunction with Gov. Reynolds emergency proclamation limiting groups of no more than 10 people, the meeting was made accessible to the council and public through Zoom conferencing. Proper notification on the agenda with the call-in information was provided.)

A regular meeting was called to order on this date by Mayor Schmidt. Roll call: Present: Councilpersons Brown, Miller, Loughlin, (in person), Pingel and Johnson (via Zoom conferencing), City Administrator List, City Clerk-Treasurer Cargin (in person). Absent: None.

Approve Agenda

List added Change Order 3, South 5th Street to Item 5.03 to the agenda. Motion by Miller, seconded by Loughlin, to approve the agenda. Roll call was: AYES: All. NAYES: None.

Public Hearing – CDBG/SRF 2020 Sewer Main Project

At 7:00 p.m. Mayor Schmidt opened the Public Hearing on the CDBG/SRF 2020 Sewer Main Project. As there were no oral or written comments, the Public Hearing was closed at 7:01 p.m.

Resolution 2020-20 Setting Wages for Non-Union Full-time Employees

Motion by Miller, seconded by Brown, to adopt Resolution 2020-20, a Resolution Setting Wages for Non-Union Full-time Employees, allowing for a 2.75% wage increase on July 1, 2020. Roll call was: AYES: All. NAYES: None.

Resolution 2020-21 Local Match for HMPG Flood Program

List explained that in regard to the 2019 Hazard Mitigation Grant Program, the next step in the application process is to commit local matching funds (minimum 15% local match). Motion by Brown, seconded by Pingel to adopt Resolution 2020-21, a Resolution Setting Local Match for the Hazard Mitigation Program, with the provision that the Council has the ability to scale back the size of the project at any time during the application or project life cycle. Roll call was: AYES: Johnson, Loughlin, Brown, Pingel, Miller. NAYES: None.

Ordinance #682 – Urban Chickens

Motion by Miller, seconded by Loughlin to approve the first reading of Ordinance #682, an Ordinance Adding Provisions and Restrictions for Urban Chickens. This Ordinance allows for a maximum of 6 hens at properties located within R-1 and R-2 residential zoning districts. Also included in the Ordinance provisions is requiring that an annual permit (\$25 fee) would be obtained from the City, and if the permit is revoked or denied it cannot be applied for again for one year, chickens must be kept in an enclosed or fenced area in the rear yard and housed in a hen house or chicken tractor at night, and the premises kept free of odor and noise. Roll call was: AYES: All. NAYES: None.

Consent Agenda

On a motion by Brown, seconded by Pingel, the following was approved under Consent Agenda. Roll call was: AYES: All. NAYES: None.
City Council Minutes of May 26, 2020.

May Police Report

May Library Report

Cigarette Permit renewals for the following: Hy-Vee Gas, Hy-Vee Food Store, Fareway Stores, Sparky's One Stop, Casey's General Store, Liquor on the Corner, Dollar General Store, Kimmes Cherokee Country Store, A to Z Liquor & Smoke Shoppe.

Appointment of John Loughlin to Aviation Authority Board.

Pay Application #1, VanderPol Excavating, \$150,606.36, South 5th St. Improvement Project

Pay Application #1, DeLoss Const., \$60,164.97, S. 1st St. Project (FEMA)

Change Order #1, S. 1st St. Project (FEMA)

Pay Application #3, Grundman-Hicks Const., Outfall Structure Project (FEMA)

Class E Liquor License – Liquor on the Corner

Class C Beer Permit – Sparky's One Stop

Appointment of Lisa Perrin and Julie Wright to Library Board.

Re-Appointment of Linda Burkhart to Library Board.

May Treasurer's Report and Receipts as follows: General \$173,060.15; Police Forfeiture \$172.80; County Library \$1.84; Road Use \$49,585.82; Employee Benefits \$61,758.63; Emergency \$4,335.20; Other Street Monies/Local Option Sales Tax \$47,130.12; Hotel/Motel Tax \$14.94; Tax Increment Financing \$0; Wilson School Reserve \$0; Revolving Loan \$.625; Library Memorial \$804.53; Park & Rec Capital Improvement \$3.17; Cemetery Special Care \$2.78; Debt Service \$398,217.18; 2016 Capital Projects \$0; Floods of 2018/19 \$0; N. 5th Street Improvement Project \$0; Emergency Set-Aside \$12.73; Oak Hill Perpetual Care \$0; Water Utility \$52,277.50; Water Utility – Industrial \$14.14; Water Main Project Bond & Interest \$5,344.00; Water System Maintenance \$9,335.18; Sewer Utility \$88,932.64; Sewer Utility – Industrial \$.89; Sewer Facility Bond & Interest \$31,686.67; Sewer System Maintenance \$8,614.54; Aviation Authority \$2,408.43; Solid Waste \$30,227.93; Landfill \$28,849.91; Storm Sewer Utility \$6,610.80; Self-Insurance \$30.46; Police Dept. Special Acct. \$0

Bills totaling \$1,550,943.97

ACCO	LIQUID CHLORINATING SOLUTION	\$1,167.30
AHLERS & COONEY P.C.	LOPEZ URBAN RENEWAL AREA & DA	\$1,062.00
ALLIANT ENERGY	NATURAL GAS	\$424.24
ARMOND RIDER	6/20 CELL PHONE REIMBURSEMENT	\$50.00
BECK ENGINEERING, INC.	S. 5TH ST. RECONSTRUCTION	\$6,900.00
BECK ENGINEERING, INC.	FEMA-SPRING LAKE OUTLET	\$5,170.00
BECK ENGINEERING, INC.	FEMA-S. 1ST ST. RECONSTRUCTION	\$4,012.50
BECK ENGINEERING, INC.	WATER MAIN EXTENSION	\$1,708.75
BECK ENGINEERING, INC.	FEMA-WESCOTT RELOCATION	\$3,493.75
BECK ENGINEERING, INC.	ROOSEVELT AVE. RECONSTRUCTION	\$18,844.00
BECK ENGINEERING, INC.	2020 CITY ENGINEERING	\$2,022.50
BICYCLING	SUBSCRIPTION RENEWAL	\$16.02
BLAINE'S WATER CONDITIONING	SOFTNER & COOLER RENT & WATER	\$105.40
BLOOMING HOUSE	MEMORIAL PLANTERS, HANGING BASKETS	\$1,413.00
BOKF, NA	BOND PAYMENTS	\$751,627.50
BOMGAARS	OPERATING SUPPLIES	\$2,305.82
BOOK PAGE	SUBSCRIPTION RENEWAL	\$354.00
BRAD'S TIRE SERVICE	ADVANCED CHUTE SYSTEM	\$295.79
BROWN SUPPLY CO.	POOL PARTS	\$678.93
BUGH WELDING	HITCH FOR MOWER	\$82.50
BUILDERS SHARP. & SERVICE	OPERATING SUPPLIES	\$418.66
C-M-L TELEPHONE	TELEPHONE & INTERNET	\$637.19
CARROLL CONSTRUCTION SUPPLY	RESPIRATORS	\$30.00

CHAMPION ELECTRIC, INC.	REPLACE TRAFFIC LIGHT ASSEMBLY & WIRES	\$1,467.56
CHEROKEE COUNTY RECORDER	RECORD EASEMENTS	\$44.00
CHEROKEE NAPA	ANTIFREEZE & BATTERY	\$115.91
CHEROKEE STATE BANK	FIRE PUMPER PAYMENT	\$32,409.50
CHRONICLE TIMES	5/17 LEGAL PUBLICATIONS	\$552.52
CINTAS	FIRST AID SUPPLIES	\$118.49
COLLABORATIVE SUMMER LIBRARY	T-SHIRT	\$13.25
CONTROL SYSTEM SPECIALISTS	INSTALL NEW PUMP	\$6,431.59
COUNSEL	COPY OVERAGE	\$56.14
COUNTRY TIRE & SERVICE	NEW TIRES & OIL CHANGES	\$831.49
DELOSS CONSTRUCTION, INC.	S. 1ST ST. RECONSTRUCTION	\$60,164.97
DEMCO, INC.	OFFICE SUPPLIES	\$847.23
DUANE MUMMERT	6/20 CELL PHONE REIMBURSEMENT	\$35.00
ERIC LIST	6/20 CELL PHONE REIMBURSEMENT	\$50.00
ERIN RYDREN	DVD'S	\$69.38
FASTENAL COMPANY	NUTS & BOLTS	\$135.42
FOUNDATION ANALYTICAL LAB	WASTEWATER SAMPLES	\$265.50
GEORGE SCHMIDT	6/20 CELL PHONE REIMBURSEMENT	\$35.00
GREG EATON, FIRE CHIEF	VOLUNTEER FIREMAN PAYROLL	\$560.00
HACH CO.	LAB SUPPLIES	\$44.93
HALLETT MATERIALS	HIGH PERF. COLD MIX, SAND, CHIPS	\$1,877.28
HEARTLAND BACKFLOW INC.	BACKFLOW TESTING	\$420.00
HILLYARD	OPERATING SUPPLIES	\$41.04
I & S GROUP, INC.	CENTRAL ST. SANITARY SEWER	\$6,800.00
I.M.W.C.A.	FY 20/21 WORK COMP PREMIUM	\$47,134.00
IOWA FINANCE AUTHORITY	SRF LOAN PAYMENTS	\$368,852.25
JAMIE HODGDON	6/20 CELL PHONE REIMBURSEMENT	\$35.00
JJSS, LLC	SPRUCE ST. SEWER MAIN	\$16,500.00
JUDY GRIENKE-MILLER	CANVA SUBSCRIPTION	\$119.40
LOVE OF QUILTING	SUBSCRIPTION RENEWAL	\$32.97
MARCUS LUMBER COMPANY	LUMBER	\$203.78
MARTIN MARIETTA MATERIALS	EROSION STONE	\$512.53
MEN'S HEALTH	SUBSCRIPTION RENEWAL	\$26.97
MID AMERICAN ENERGY	ELECTRICTY	\$851.65
MID-AMERICAN BENEFITS, INC	CLAIMS THROUGH 6/3/20	\$721.01
MIKAYLA OZ	VIRTUAL MAGIC SHOW	\$200.00
MOTOR PARTS SALES	FUEL FILTER	\$4.99
MUNICIPAL SUPPLY, INC.	WATER SUPPLIES	\$1,339.75
NATE JAMES	6/20 CELL PHONE REIMBURSEMENT	\$50.00
NOGGIN WATER	COOLER RENT & WATER	\$25.00
ONE OFFICE SOLUTION	OFFICE SUPPLIES	\$506.99
OTC BRANDS, INC.	LIBRARY SUPPLIES	\$296.79
OUR IOWA MAGAZINE	SUBSCRIPTION RENEWAL	\$34.98
PETTY CASH - LIBRARY	CLEANING SUPPLIES & POSTAGE	\$95.70
PITNEY BOWES GLOBAL FIN. SERVICE	POSTAGE MACHINE LEASE	\$158.64
POPULAR MECHANICS	SUBSCRIPTION RENEWAL	\$19.97
R.J. THOMAS MFG. CO., INC.	TRASH CANS & LIDS, SIGN	\$602.66
REHAB SYSTEMS, INC.	SEWER CLEANING & POOL REPAIRS	\$1,032.50
REMINISCE SUBSCRIPTION CENTER	SUBSCRIPTION RENEWAL	\$12.98
SANITARY SERVICES	5/20 GARBAGE PICK UP	\$28,827.30
SCE, LLC	POOL REPAIRS & GRAVE DIGGING	\$1,459.10
SCHOLASTIC, INC.	BOOKS	\$423.00
SHARE CORPORATION	CLEANING SUPPLIES	\$109.07
STEVE'S WINDOW SERVICE	CLEAN WINDOWS	\$105.00

SYNCHRONY BANK/AMAZON	BOOKS	\$498.72
THE ACCURATE COURT REPORTER	SUBSCRIPTION RENEWAL	\$39.00
THE BOOK VINE	BOOKS	\$224.44
THE OPRAH MAGAZINE	SUBSCRIPTION RENEWAL	\$8.00
TODD LARSEN	6/20 CELL PHONE REIMBURSEMENT	\$35.00
TODD MILLER	6/20 CELL PHONE REIMBURSEMENT	\$35.00
TOM MUMMERT & SON CONSTRUCTION	REMOVE & REPLACE PATCHES AT POOL	\$4,898.50
TRUCK EQUIPMENT INC.	TRUCK PARTS	\$1,822.32
U.S. BANK	MISCELLANEOUS CHARGES	\$1,457.01
USPS	UTILITY BILL POSTAGE	\$319.64
VALLEY GLASS & FRAMING	TEMPERED GLASS	\$236.00
VANDER POL EXCAVATING, LLC	S. 5TH ST. RECONSTRUCTION	\$150,606.36
VERIZON WIRELESS	HOT SPOT & CELL PHONES	\$397.55
WALDNER'S LAWN SERVICE	MOWING	\$76.00
WELLS FARGO FINANCIAL LEASE	COPY CONTRACT	\$63.00
WEX BANK	FUEL	\$2,322.96
WIESE OIL & SUPPLY CO., LT	FUEL	\$1,398.38
WINDSTREAM	EMAIL	\$6.06

IMWCA Worker's Comp Insurance Renewal/Pollution Liability Ins.

Terri Brown, Perspective Insurance, gave an overview of the city's worker's compensation estimated premium in the amount of \$47,134 for the fiscal year 2020/21. The premium is slightly higher than that of 2019/20 (\$41,131); however Brown stated that the experience modification factor (mod) remains very good at .8%. The higher estimated premium is based on a projected increase in payroll costs. A payroll audit will be completed later this summer to determine the actual payroll costs and the premium will be adjusted at that time. Motion by Miller, seconded by Brown, to approve the renewal of the Worker's Comp Insurance with IMWCA. Roll call was: AYES: All. NAYES: None. Brown received two quotes for pollution liability coverage for 2020/2021 for the City's two above ground fuel storage tanks as follows: Mid-Continent \$656.60; Crum & Forster \$999.90. The City currently has coverage with Nautilus, however they did not provide a quote. Motion by Miller, seconded by Brown to accept the quote of Mid-Continent. Roll call was: AYES: All. NAYES: None.

Request for Utility Bill Adjustment – Cherokee Daycare

Erica Clark, Treasurer for the Cherokee County Daycare explained that due to COVID-19 concerns resulting in a drop in attendance, daycare personnel made the decision to close the facility on March 17. No one then entered the building until May 7, when the Daycare director did so and found a toilet running. She contacted a plumber and the toilet was repaired immediately. The meter reading taken on April 16 showed normal consumption for the time period March 18 to April 16. When the bill was calculated for the period April 16 to May 18, Deputy Clerk Lucas noticed a huge jump in water consumption, resulting in a billed amount of \$6,337.96. Lucas immediately contacted daycare personnel. Clark and Board Member Meredith Aguirre stated that the daycare does not have the funds to pay this bill. Miller commented that in the past, the only time a utility bill adjustment has been made is to the sewer portion of a bill when it can be determined that the water did not enter the sanitary sewer system. That is not the case in this situation. After further discussion a motion was made by Loughlin, seconded by Brown to table this matter until the June 29, 2020, council meeting. Roll call was: AYES: All. NAYES: None. Loughlin also advised they should pay their normal bill amount by the due date.

Change Orders #1, #2, and #3 – South 5th St. Reconstruction Project

Motion by Miller, seconded by Brown to approve Change Orders #1, #2 and #3 to the South 5th Street Reconstruction Project. Roll call was: AYES: All. NAYES: None.

Reports/Other

The council reviewed a proposal regarding swim team board duties and recreation department duties in relation to swim team activities.

Tyler Hahn, newly appointed Library Director briefly addressed the council (via Zoom conferencing) expressing appreciation for their support.

Adjournment

On a motion by Brown, seconded by Loughlin, the meeting was adjourned at 8:04 p.m.

Media Present: None.

Craig Schmidt
Mayor

ATTEST:

Diane Cargin
City Clerk-Treasurer