

The Dallas Center City Council met in regular session on January 11, 2022 at 7:00 pm. Mayor Beyer called the meeting to order and led the Pledge of Allegiance. Council members present were Amy Strutt, Ryan Kluss, Ryan Coon and Daniel Willrich.

Motion by Kluss, 2<sup>nd</sup> by Willrich to approve the agenda. Motion passed 4-0.

### **Public Comments**

Mayor Beyer gave guidelines regarding public comments and reminded the audience members to be civil and to address the elected officials and to refrain from turning around and addressing the audience. He stated name calling, insults or disrespect addressed to city staff, elected officials or other audience members will be not be tolerated.

Bob Haxton stated his concerns regarding growth.

Julie Becker stated her concerns regarding growth.

Meg Dickinson thanked council, staff and volunteers.

Bob King announced that Dallas Center is an Iowa Healthiest Hometown Award finalist.

Riesselman thanked Bob King for his work on the Iowa Healthiest Hometown Award application and on the recently awarded storm siren grant.

Beyer thanked April Scrivner, Brett Kaszinski and Joel Hofland for their service to the City.

Motion by Coon, 2<sup>nd</sup> by Strutt to approve the consent agenda [approve minutes of December 14<sup>th</sup> regular meeting and January 3<sup>rd</sup> and 4<sup>th</sup> budget workshops; December Treasurer's Report; December Law Enforcement, Fire/Rescue, Compliance and Water Reports; approve Dollar General liquor license (Class C beer permit with Class B wine permit and Sunday sales); approve Sugar Grove Goods Special Class C beer and wine liquor license; approve Mayor's reappointment of Dave Steinick to the Property Maintenance Appeal Board (term expires December 31, 2024); action to authorize linking of an Instagram account to the Parks and Recreation Board's Facebook page; designation of Official Newspaper (Dallas County News); approve pay increases for April Scrivner to \$16.42/hour; for Brett Kaszinski to \$26.15/hour; and for Joel Hofland to \$23.18/hour – all effective January 8<sup>th</sup> for payroll dated January 26, 2022; approve invoices for payment (review committee Willrich and Strutt)]. Willrich stated the city received 479 hours of law enforcement coverage, more than we pay for in the contract and stated we receive approximately a free half an hour for every hour we pay for. Motion passed 4-0.

### **2022-2023 Appointments**

Kluss was appointed as Mayor Pro Tempore.

Motion by Kluss, 2<sup>nd</sup> by Coon to appoint Cindy Riesselman as City Clerk. Motion passed 4-0.

Motion by Kluss, 2<sup>nd</sup> by Coon to appoint Cindy Riesselman as Treasurer. Motion passed 4-0.

Motion by Kluss, 2<sup>nd</sup> by Coon to appoint Cindy Riesselman as City Administrator/Finance Director. Motion passed 4-0.

Motion by Kluss, 2<sup>nd</sup> by Coon accepting Mayor's appointment of Ralph Brown as City Attorney. Motion passed 4-0.

Motion by Kluss, 2<sup>nd</sup> by Coon to appoint Bob Veenstra with Veenstra and Kimm as the City Engineer. Motion passed 4-0.

Motion by Kluss, 2<sup>nd</sup> by Coon to appoint Jason Van Ausdall with Veenstra and Kimm as the Zoning Administrator. Motion passed 4-0.

Motion by Kluss, 2<sup>nd</sup> by Coon to appoint Jason Van Ausdall with Veenstra and Kimm as the Building Official. Motion passed 4-0.

Motion by Kluss, 2<sup>nd</sup> by Coon accepting the Mayor's appointment of Brian Slaughter as the Public Works Director. Motion passed 4-0.

The Mayor stated council members have been appointed to various City committees and this list is available at City Hall.

Motion by Kluss, 2<sup>nd</sup> by Coon to approve Resolution 2022-1 – recognizing Mike Kidd’s service as Council Member since 2010 and Mayor since 2015. Roll call all ayes, motion passed.

Motion by Strutt, 2<sup>nd</sup> by Willrich to approve Resolution 2022-2 – recognizing Curtis Pion’s service as Council Member since 2015. Roll call all ayes, motion passed.

### **Planning and Zoning Commission**

Matt Ostanik reported the Commission has had several discussion items the last few months including an updated Skye View Estates concept plan and he stated they are supportive of the direction of that development.

Bob Veenstra stated Skye View Estates development is moving forward and will be back to P&Z in two weeks. He anticipates an application for annexation being received in March with a public hearing in April and a preliminary plat being submitted in that timeframe also.

Engineer Veenstra discussed his correspondence regarding the comprehensive plan policy statements on economic development. Council feels it would be appropriate to include a moderate level of economic development action language in the new plan.

### **Walnut Street Streetscape Phase 1**

ISG Landscape Architect Nathan Gruver gave a brief overview of the bids that had been received in the fall and provided some updated numbers on some site furnishings. He stated amended soil options were also reviewed. Council discussed possible timing to rebid and possibility of dividing the project into smaller projects. There will be an item on the February agenda to set the public hearing in April.

**Minburn Communications** – Slaughter discussed the location at the current public works facility property for the structure to house the electronics for serving fiber. Veenstra will get a topographical survey for elevations, prepare a legal description and an agreement.

### **Public Works**

Brian Slaughter stated work continues on the water plant project, snow fence has been installed, they’ve had a few weather events, more road salt has been ordered and Christmas lights have been taken down.

Slaughter discussed the purchase of a generator for Well #11 in an amount not to exceed \$23,000 for the FY23 budget. He stated the generator is a year out but in order to lock in the price, they need to order it now. Motion by Kluss, 2<sup>nd</sup> by Coon authorizing the purchase of a generator in an amount not to exceed \$23,000. Motion passed 4-0.

Slaughter discussed the Gravely mower to be purchased in FY23 in an amount of approximately \$6,500 and stated that there is only one left and he would like to give Moss Brothers authorization for the order. Motion by Kluss, 2<sup>nd</sup> by Strutt authorizing Slaughter to have Moss Brothers place the order additional formal action to be taken at a later date. Motion passed 4-0.

### **Cross Country Estates Private Sanitary Sewer**

Engineer Veenstra gave an overview of his letter and stated the project would be in the range of \$75,000 and the City can receive competitive quotes for the project. He stated the exact location can be decided later, a DNR permit is required but a public hearing is not required. Veenstra stated pipe delivery is an issue right now and suggested Council consider getting the bid information out to bidders in March or April.

Motion by Coon, 2<sup>nd</sup> by Strutt directing Veenstra to proceed with project preparation. Motion passed 4-0.

### **Cross Country Estates and Country Livings Estates roads**

Engineer Veenstra gave an overview of his letter and stated the City doesn’t want to own the ROW before we are ready to make the improvements. He suggested we get the deeds in stages so when we are ready to proceed with a project we can file the necessary documents. He also stated work would begin first on the west side of Hwy 169.

Motion by Kluss, 2<sup>nd</sup> by Willrich authorizing City Attorney Brown to draft a proposed agreement with the current owners of the roads. Motion passed 4-0.

Motion by Kluss, 2<sup>nd</sup> by Coon authorizing Veenstra and Kimm to prepare plats of survey to divide four existing street lots to create two parcels in each of these four lots. Motion passed 4-0.

### **Municipal Water System**

Engineer Veenstra reported work is progressing on the water plant upgrade project.

Veenstra stated the engineering portion of the Highway 44 Water Distribution Project is completed but due to material shortages and pricing issues it would be better to wait to bid the project. He also suggested we put the project out to bid with flexibility to adjust the project to fit the budget. Attorney Brown will continue to work on the easements.

### **Annexation Discussion/Update**

It has been brought to our attention that the cities of Grimes and Urbandale updated planning boundaries are within our future planning boundaries and both cities are sending out annexation letters and asking for signatures. Veenstra reviewed the annexation procedures and scenarios and Council discussed a need to research this further. Beyer and Coon volunteered to research and bring more information back to the Council.

Motion by Kluss, 2<sup>nd</sup> by Willrich to approve Resolution 2022-03 – changing the address of 111 Lake Shore Drive to 2400 230<sup>th</sup> Street. Roll call all ayes, motion passed.

### **Council Vacancy due to resignation of former Council Member Beyer**

Motion by Coon, 2<sup>nd</sup> by Strutt to fill the vacancy by appointment at the February meeting and to order the required newspaper publication. Appointment applications will be due Thursday, February 3<sup>rd</sup> before the February 8<sup>th</sup> meeting. Motion passed 4-0.

Motion by Strutt, 2<sup>nd</sup> by Kluss to approve Ordinance No. 565 – increasing the fees for the commercial solid waste removal rate to a minimum of \$23.48 each month effective February 16, 2022, first reading. Roll call all ayes, motion passed.

Motion by Willrich, 2<sup>nd</sup> by Kluss to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings of Ordinance 565 making it effective on February 16, 2022. Roll call all ayes, motion passed.

### **Community Swimming Pool Project Update**

The engineers have a tentative engineering timeline of December-April, with the project going out for bid in mid to late May with bids due back in early June and acted on in June 2022.

### **Fiscal Year 2023 Budget**

Riesselman gave a brief update on the preliminary budget worksheets and stated work will continue on entering the budget into the State online form.

Motion by Kluss, 2<sup>nd</sup> by Coon to approve Resolution 2022-04 – allocating 75% of the Fiscal Year 2022-2023 Local Option State Sales Tax Receipts. Roll call all ayes, motion passed.

Motion by Coon, 2<sup>nd</sup> by Strutt setting the public hearing on the FY 2022-2023 City budget maximum property tax dollars to certify for levy for 7:00 pm on February 8, 2022. Motion passed 4-0.

Council reports-Willrich stated the City of Waukee is interested in renewing our annexation moratorium.

The meeting adjourned at 8:08 pm.

Cindy Riesselman, City Clerk

## Claims

A King's Throne, Llc	Jan Serv	\$240.00
Access Systems Leasing	Copier	\$355.36
Access Systems	Copier	\$40.97
Acco	Supplies	\$601.50
Aetna Behavioral Health,	2022 1st Qtr Serv	\$26.28
Agsources Cooperative Svcs	Tests	\$1,181.00
Ascap	Annual Fee	\$390.00
Baker & Taylor Co.	Books	\$373.64
Baldon Hardware	Supplies	\$8.58
Bay Bridge Administrators	Insurance	\$150.63
Blackstrap, Inc.	Supplies	\$1,800.36
Boland Recreation	Playground Equip	\$12,429.75
Bomgaars	Snow Fence	\$499.90
Brown, Fagen & Rouse	Jan Serv	\$2,622.00
Capital City Equipment Co	Repairs	\$581.35
Center Point Large Print	Books	\$674.38
Centurylink	Dec Serv	\$759.79
Civicplus, Inc	Annual Fee	\$2,100.00
Cj Cooper & Associates	Annual Fee	\$50.00
Crossroads Ag, Llc	Supplies	\$135.00
Culligan Water System	Jan Serv	\$12.56
Dallas County Auditor	Election	\$1,092.67
Dallas County Treasurer	Dec Serv	\$18,165.06
Delta Dental	Insurance	\$43.03
Delta Dental	Insurance	\$324.01
Digital Stew Services	Dec Serv	\$1,459.76
Eftps	Taxes	\$3,188.14
Electronic Engineering	Repairs	\$167.52
Elite Electric & Utility	Repairs	\$173.88
Gis Benefits	Insurance	\$59.82
Gis Benefits	Insurance	\$1.38
Grainger	Repairs	\$656.25
Heartland Co-Op	Dec Serv	\$1,872.14
Iowa Dot	Posts	\$604.50
Iowa One Call	Nov Serv	\$75.60
Ipers	Ipers	\$7,633.30
Iron Mountain	Dec Serv	\$87.49
Karen Mccleary	Dec Serv	\$675.00
Leaf	Copier	\$102.08
Eddie Leedom	Dec Serv	\$447.60
Library Ideas Llc	Books	\$145.06
Linde Gas & Equipment Inc	Dec Serv	\$39.42

Mercy College Health Sciences	Training	\$10.00
Menards	Supplies	\$598.19
Midamerican Energy	Dec Serv	\$5,998.81
Midamerican Energy	Dec Serv	\$494.07
Minburn Communications	Jan Serv	\$54.99
Moss Bros, Inc	Supplies	\$45.70
Municipal Supply Inc	Supplies	\$1,401.25
Napa Auto Parts	Supplies	\$245.49
Nationwide Retirement Sol	Deferred Comp	\$675.00
O'halloran International,	Repairs	\$24.05
Office Depot	Supplies	\$225.06
Omnisite	Annual Fee	\$144.00
Quill.Com	Supplies	\$139.93
Treasurer - State of Iowa	Taxes	\$1,144.35
Treasurer - State of Iowa	Taxes	\$2,120.93
State Hygienic Laboratory	Tests	\$155.00
Storey Kenworthy/Matt Parrott	Supplies	\$1,191.20
Strauss Security Solutions	Repairs	\$263.85
Umb Bank Na	Bond Fees	\$250.00
Uhs Premium Billing	Insurance	\$550.95
Uhs Premium Billing	Insurance	\$5,418.46
Usa Blue Book	Repairs	\$2,602.69
Veenstra & Kimm	Nov Serv	\$8,928.86
Verizon Wireless	Dec Serv	\$280.07
Treasurer - State of Iowa	Taxes	\$1,592.00
Waste Management	Dec Serv	\$5,952.19
Wells Fargo	Postage/Supplies	\$579.65
Ziegler Inc	Repairs	\$293.05
	Accounts Payable Total	\$103,426.55
	General	\$65,002.68
	Rut	\$4,939.52
	T&A(Eb)	\$9,668.63
	Debt Service	\$250.00
	Water	\$12,823.93
	Water Capital Outlay	\$3,242.40
	Sewer	\$7,361.03
	Storm District	\$138.36
	Total Funds	\$103,426.55

#### Revenues

General Total	\$72,044.47
T&A (Pd) Benevolent	\$0.15
T&A(Ft) Total	\$635.31
T&A(Sc) Total	\$0.54

Capital Improvement	\$785.09
T&A(SI) Total	\$330.58
Rut Total	\$18,954.31
T&A(Eb) Total	\$4,446.59
Local Option Sales	\$39,097.08
Tif Total	\$5,772.21
Burnett Project Tot	\$2,993.83
T&A(Bc) Total	\$0.00
T&A(Burnett Cap Imp	\$718.15
Debt Service Total	\$18,525.61
Cap Imprv-American	\$25.59
T&A(B) Total	\$66.69
T&A(Y) Total	\$55.69
Water Total	\$40,480.71
Water Capital Outlaw	\$0.00
Sewer Total	\$38,140.43
Storm District Total	\$4,787.99
Total Revenues	\$247,861.02