

The Dallas Center City Council met in regular session October 10, 2023, at 7:00 pm. Mayor Beyer called the meeting to order and led the Pledge of Allegiance. Council members present included Amy Strutt, Ryan Coon, Angie Beaudet, and Daniel Willrich. Ryan Kluss was late and arrived at 7:31 pm. Also present were City Administrator Cindy Riesselman, City Attorney Ralph Brown, and City Engineer Bob Veenstra.

The agenda was amended to move Item 9 – Fire Department before Item 8 – Planning & Zoning Commission.

Motion by Coon, 2nd by Beaudet to approve the amended agenda. Motion passed 4-0.

Public Comments

Robert Haxton had several comments on funding for the pool.

Julie Becker has several comments regarding the funding for a lift station.

Willrich stated 411 hours of law enforcement service were provided (320 hours are required) which is 33% above the agreement. Fire and EMT responded to 19 calls last month. Motion by Coon, 2nd by Beaudet to approve consent agenda: [Approve minutes of September 12th regular meeting and September 26th special meeting; September Treasurer's Report, Balance Sheet, and Budget Report; September Law Enforcement, Fire/Rescue, Compliance and Water Reports; Approve street closing for Halloween parade on October 28, 2023 at 2:00 pm, activities in Heritage Park and traditional trick-or-treating from 6:00-8:00 pm; Approve hiring Lance Studer as a temporary fill-in public works employee at \$25.25/hr. effective November 1st – March 31st pending background check and drug screening; Approve invoices for payment (review committee Coon and Kluss)] Motion passed 5-0.

Roy R. Estle Memorial Library

Shelly Cory, Director of the Dallas Center Library, presented annual statistics for the Library.

Fire Department

Motion by Coon, 2nd by Beaudet to accept retirement of Joel Hofland as Fire Chief effective September 29, 2023. Motion passed 4-0.

Motion by Coon, 2nd by Beaudet to approve the Fire Department's election of Daniel Howell as Fire Chief effective September 30, 2023. Motion passed 4-0.

Mayor Danny Beyer administered the Oath of Office to newly elected Fire Chief, Daniel Howell.

Motion by Strutt, 2nd by Beaudet on Resolution 2023-68 – approving a Cost Reimbursement Agreement in connection with Emergency Medical Response (EMR) training for MaKenna Brooks. Roll call all ayes, motion passed.

Motion by Strutt, 2nd by Beaudet on Resolution 2023-69 – approving a Cost Reimbursement Agreement in connection with Emergency Medical Response (EMR) training for Johnathan Minger. Roll call all ayes, motion passed.

Motion by Coon, 2nd by Beaudet to approve quote for Fire Department HVAC from Adel Heating & Cooling in an amount not to exceed \$9,000. Motion passed 4-0

Motion by Coon, 2nd by Beaudet to approve request to purchase Laser Range Finder in an amount not to exceed \$11,000 and authorizing payment from the Department's depreciation account (will require a budget amendment later). Motion passed 4-0.

Planning and Zoning Commission

Matt Ostanik reported on the action items and recommendations from the Planning & Zoning Commission.

Motion by Coon, 2nd by Beaudet on Resolution 2023-64 – approving the Site Plan submitted by Sonntag Properties, LLC at 1205 Walnut Street – for construction of off-street parking. P&Z recommends approval with the understanding that a sidewalk will be installed along 13th Street to the existing sidewalk along Walnut Street. Roll call all ayes, motion passed.

Motion by Coon, 2nd by Beaudet on Resolution 2023-65 – approving the Site Plan submitted by Raccoon Valley Bank at 590 Sugar Grove Avenue – for four basic modifications and improvements to the existing site and building.

P&Z recommended approval should include construction of sidewalk along west side of property, but east of the property line. P&Z recommended waiving the requirement for sidewalk north of building, along highway 44. Roll call all ayes, motion passed.

Motion by Coon, 2nd by Strutt on Resolution 2023-66 – approving the Architectural Plan submitted by Raccoon Valley Bank at 590 Sugar Grove Avenue. Roll call all ayes, motion passed.

Motion by Coon, 2nd by Strutt on Resolution 2023-67 – approving the revised Preliminary Plat of The Neighborhood Plat 2 previously approved by the Council by Resolution 2022-58 on July 12, 2022 to show a lower number of lots and larger lot sizes. Recommendation was made that sidewalks be added to the west end of the property to connect to the sidewalk to the north. Roll call all ayes, motion passed.

Motion by Coon, 2nd by Strutt to approve recommendation of P&Z that the contractor's signs placed on the shelter at the Community Swimming Pool be removed or covered. The recommendation has four parts (1) the building does not comply with the architectural plans that were originally approved; (2) the signs are violation of the City's sign ordinance which states that no sign should be located on public property except by permission of city council; (3) signs need to be removed or covered; and (4) private advertising signs should not be allowed on public structures. Motion passed 4-0.

Public Works

Assistant Public Works Director Brett Kaszinski reported that the Public Works Department has completed the following tasks: Clean up and get everything ready for winter; storm sewer finalized on Fair View Drive; finished putting up fence in the Pocket Park; a mechanical issue caused the water issue-new part has been installed and water is now back online; welcome to Cristian Nolte who started in the Public Works department on October 9, 2023.

Highway 44 Distribution Main Replacement – Phase 1

City Engineer Bob Veenstra reviewed the contract amount and final action items.

Motion by Willrich, 2nd by Coon to approve Partial Payment Estimate No. 3 (Final) – Max Smith Construction, LLC -\$14,250.00. Motion passed 4-0.

Motion by Coon, 2nd by Strutt to approve Partial Payment Estimate No. 4 (Retainage) – Max Smith Construction, LLC - \$17,189.66 (payment on or about November 11, 2023). Motion passed 4-0.

Motion by Beaudet, 2nd by Strutt on Resolution 2023-48 – acceptance of the Project. Roll call all ayes, motion passed.

Nutrient Reduction Strategy Report

City Engineer Bob Veenstra provided a background on the history of the need for a Nutrient Reduction Strategy Report. DNR has agreed to rerate the sewer plant. If the rating is low enough, compliance with the requirement of the Nutrient Reduction Strategy Report may not be required.

Ryan Kluss arrived at 7:31 pm

Dallas Center Outdoor Community Swimming Pool Construction Project

City Engineer Bob Veenstra reported that the process of getting the slides is holding up the acceptance of the project.

Cross Developments Street Improvements

City Engineer Bob Veenstra reviewed the timeline for completion of the schedule for this project.

Motion by Kluss, 2nd by Coon on Resolution 2023-70 – approving Amendment to Agreement (approved by Resolution 2023- 46) for professional services with Veenstra & Kimm, Inc.to establish the maximum fee for engineering services during construction. Roll call all ayes, motion passed.

Amendment No. 8 to the Dallas Center Urban Renewal Plan (adding territory to facilitate the construction of the Northeast Sewer Project, including the lift station)

City Engineer Bob Veenstra reviewed the projected area to be added to the urban renewal plan. Dallas County Board of Supervisors has given consent for the inclusion of extra-territorial property.

Motion by Kluss, 2nd by Strutt on Resolution 2023-71 – setting dates for a consultation (October 26 at 3 pm) and a public hearing at 7 p.m. on November 14, 2023, on proposed Amendment No. 8 to the Dallas Center Urban Renewal Plan in the City of Dallas Center, Iowa. Roll call all ayes, motion passed.

Amendment No. 1 to the West Urban Renewal Plan (increasing to \$2,500,000 the maximum dollar amount of costs to support the urban renewal project)

Motion by Coon, 2nd by Strutt on Resolution 2023-73 – setting dates for a consultation (October 26 at 3 p.m.) and a public hearing at 7 p.m. on November 14, 2023, on proposed Amendment No. 1 to the West Urban Renewal Plan in the City of Dallas Center, Iowa. Roll call all ayes, motion passed.

Pioneer Plat 4 – Final Plat

Engineer Veenstra provided a background of Pioneer Plat 4 and the intent of Casey's to divide the plat into 2 parcels.

Motion by Kluss, 2nd by Beaudet on Resolution 2023-74 – approving Final Plat. Strutt, Coon, Kluss and Beaudet Ayes, Willrich abstained.

Motion by Coon, 2nd by Beaudet. City council supports the lowering of the speed limit on highway 44 to no greater than 45 mph. Strutt, Coon, Kluss and Beaudet Ayes, Willrich abstained.

28E Annexation Moratorium with the City of Waukee

Motion by Beaudet, 2nd by Coon on Resolution 2023-72 – setting a public hearing 7 p.m. on December 12, 2023 on proposed Agreement with the City of Waukee and directing the Clerk to make the required notifications. Roll call all ayes, motion passed.

Motion by Kluss, 2nd by Strutt on Ordinance No. 593 – pertaining to liquor licenses and cigarette and tobacco permits, first reading. Roll call all ayes, motion passed.

Motion by Kluss, 2nd by Coon to waive 2nd and 3rd reading making the ordinance effective upon publication. Roll call all ayes, motion passed.

Motion by Coon, 2nd by Strutt on Ordinance No. 594 – pertaining to fiscal management, first reading. Roll call all ayes, motion passed.

Motion by Coon, 2nd by Kluss to waive 2nd and 3rd reading making the ordinance effective upon publication. Roll call all ayes, motion passed.

City Administrator

City Administrator will set Budget Strategy Meeting for later in October.

Motion by Kluss, 2nd by Strutt to approve request of Parks and Recreation Board to spend \$1,477.17 paid for with T&A Youth funds for soccer nets from Fiscal Year 2023 Budget (will require a budget amendment later).

The meeting adjourned at 7:56 pm.

Shellie Schaben, City Clerk

Claims

| | | |
|--------------------------------|---------------|------------|
| Access Systems Leasing | Lease | \$366.21 |
| Access Systems | Aug Serv | \$48.53 |
| AccuJet | Repairs | \$688.69 |
| Adel Auto Parts | Supplies | \$132.63 |
| Aerzen USA Corporation | Supplies | \$220.50 |
| Agsources Coop Services | Tests | \$1,566.50 |
| American Plumbing & Excavating | Refund | \$1,000.00 |
| Anderson, Hailee | Reimbursement | \$90.00 |
| Aztec Signs | Logos | \$575.00 |

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|--------------------------------|----------------|-------------|
| Baker & Taylor Co. | Books | \$466.82 |
| Baldon Hardware | Supplies | \$2.25 |
| Bay Bridge Administrators | Insurance | \$100.42 |
| Bentley Ridge Tree Farm | Trees | \$1,466.07 |
| Brown, Fagen & Rouse | Sept Serv | \$3,133.53 |
| Centurylink | Aug Serv | \$753.60 |
| Chiochon, Jackson L | Reimbursement | \$251.16 |
| Crossroads Ag, LLC | Supplies | \$55.00 |
| Culligan Water System | Sept Serv | \$12.56 |
| Dallas County Treasurer | Aug Protection | \$18,924.51 |
| Dan Brubaker Enterprises | DD76 | \$3,752.50 |
| Davidson, Stella K | Reimbursement | \$350.00 |
| Scott Deaver | Sign | \$1,362.15 |
| Delta Dental | Insurance | \$41.50 |
| Delta Dental | Insurance | \$624.18 |
| Digital Stew Services | Aug Serv | \$195.60 |
| Dirks, Mckenna | Reimbursement | \$59.91 |
| EFTPS | Taxes | \$6,346.81 |
| EFTPS | Taxes | \$4,503.74 |
| Freedom Tire & Auto Center | Tires | \$704.00 |
| Gatehouse- Db Iowa Holdings | Publications | \$350.48 |
| Hawkeye Truck Equipment | Accessories | \$750.00 |
| Heartland Co-Op | Aug Serv | \$2,315.32 |
| HSA Cory, Rochelle | HSA | \$100.00 |
| HSA Riesselman, Cindy | HSA | \$329.00 |
| HSA Schaben, Michele | HSA | \$412.50 |
| HSA Scrivner, April | HSA | \$50.00 |
| HSA Slaughter, Brian | HSA | \$300.00 |
| HSA Tiffany, Joshua | HSA | \$100.00 |
| Iowa Dept of Natural Resources | Renewal | \$1,275.00 |
| Iowa One Call | July Serv | \$61.20 |
| Iowa Parks And Recreation | Renewal | \$65.00 |
| IPERS | IPERS | \$6,245.85 |
| Iron Mountain | Aug Serv | \$103.99 |
| Johnson Controls Fire Protect. | Repairs | \$1,586.73 |
| Karen McCleary | Aug Serv | \$675.00 |
| Keenan, Gary | Services | \$1,200.00 |
| Leaf | Contract | \$165.81 |
| Eddie Leedom | Aug Serv | \$560.04 |
| Linde Gas & Equipment Inc. | Aug Serv | \$42.16 |
| Little, Hannah R | Reimbursement | \$350.00 |
| Little, Haydn N | Reimbursement | \$294.95 |
| Luebke, Nicole E | Reimbursement | \$350.00 |
| Main Street Checks | Supplies | \$139.86 |
| Manatts | Concrete | \$917.50 |
| Marshall McCalley | Services | \$270.00 |
| Menards | Supplies | \$403.11 |

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| Mercy Clinics Inc | Services | \$10.00 |
| Mercy College Of Health Science | Services | \$5.00 |
| Merritt Company | Supplies | \$66.45 |
| Micromarking LLC | Books | \$124.45 |
| Micromarking LLC | Books | \$88.98 |
| MidAmerican Energy | Aug Serv | \$7,956.17 |
| Midwest Breathing Air LLC | Testing | \$198.00 |
| Miller, Jake | Refund | \$100.00 |
| Minburn Communications | Sept Serv | \$54.99 |
| Municipal Supply Inc | MXU'S | \$4,437.30 |
| Nationwide Retirement Solutions | Deferred Comp | \$225.00 |
| Nationwide Retirement Solutions | Deferred Comp | \$225.00 |
| Navarro, James | Mural | \$3,687.50 |
| ODP Business Solutions LLC | Supplies | \$62.76 |
| Otis Elevator Company | Maintenance | \$100.00 |
| Overdrive, Inc | Renewal | \$699.21 |
| Cindy Riesselman | Mileage | \$69.43 |
| Rinker Materials | Repairs | \$1,710.00 |
| Rotary Club of Dallas Center | Dues | \$98.33 |
| Treasurer - State of Iowa | Taxes | \$1,525.77 |
| Treasurer - State of Iowa | Taxes | \$2,473.14 |
| Schmitz, Ellie | Reimbursement | \$275.00 |
| Schmitz, Madalyn | Reimbursement | \$274.44 |
| Simmering-Cory/Iowa Codification | Services | \$450.00 |
| Stivers Ford, Inc | 2023 FORD F250 SRW | \$48,435.00 |
| Storey Kenworthy/Matt Parrott | Supplies | \$94.48 |
| Trionfo Solutions LLC | July Serv | \$87.32 |
| Trionfo Solutions LLC | Aug Serv | \$137.24 |
| Trugreen And Action Pest Control | Maintenance | \$308.48 |
| UHS Premium Billing | Insurance | \$598.04 |
| UHS Premium Billing | Insurance | \$11,262.72 |
| Unplugged Wireless | Supplies | \$72.00 |
| USA Blue Book | Supplies | \$871.35 |
| Veenstra & Kimm | Aug Serv | \$12,420.46 |
| Verizon Wireless | Aug Serv | \$280.07 |
| Treasurer - State of Iowa | Taxes | \$1,507.12 |
| Waste Management | Aug Serv | \$23,130.30 |
| Waters Edge Aquatic Design | Services | \$1,650.00 |
| Wells Fargo | Aug Payment | \$1,297.56 |
| Woodward, Jill | Murals | \$1,140.00 |
| Buse & Vrieze LLC | Tree Removal | \$6,335.00 |
| | Accounts Payable Total | \$201,747.93 |
| | General | \$91,303.90 |
| | T&A (SC) | \$1,000.00 |
| | Capital Improvement | \$15,699.00 |
| | RUT | \$35,135.33 |

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|---------------------------|---------------------|
| T&A (EB) | \$12,671.98 |
| CAP Improve Pool | \$4,950.00 |
| CAP Improve Cross Streets | \$4,000.66 |
| Water | \$17,704.65 |
| Water Capital Outlay | \$720.00 |
| Sewer | \$12,955.67 |
| Storm District | \$1,854.24 |
| Drainage District 76 | \$3,752.50 |
| Total Funds | <u>\$201,747.93</u> |

Revenues

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|------------------------------|----------------------|
| General Total | \$ 55,307.69 |
| T&A(FT) Total | \$ 44.50 |
| T&A(SC) Total | \$ 2,009.56 |
| Capital Improvement Total | \$ 550.21 |
| T&A(SL) Total | \$ 18.97 |
| RUT Total | \$ 21,524.86 |
| T&A(EB) Total | \$ 144.14 |
| Local Option Sales Tax Total | \$ 58,134.04 |
| TIF Total | \$ 16.40 |
| Trees Total | \$ 38.40 |
| Burnett Project Total | \$ 71.53 |
| Debt Service Total | \$ 21,298.34 |
| CAP Improve Pool Total | \$ 237,500.00 |
| T&A(B) Total | \$ 7.80 |
| T&A(Y) Total | \$ 4.63 |
| Water Total | \$ 49,841.84 |
| Sewer Total | \$ 42,025.19 |
| Storm District Total | \$ 5,308.99 |
| Drainage District 76 Total | \$ 34,324.09 |
| Total Revenue By Fund | <u>\$ 528,171.18</u> |