

## ALBURNETT CITY COUNCIL

### MINUTES OF THE JUNE 14th, 2018 REGULAR MEETING

Mayor McClintock called the meeting to order at 7:00 pm in the Alburnett City Hall on **Thursday June 14<sup>th</sup> 2018**. After the Pledge of Allegiance to the Flag, roll call was taken with Councilors Brian Mensen, Bethany Sarazin, Chester Schantz, Joe Trumm and Josh Henricksen present. Motion to approve the agenda was moved by Mensen, seconded by Trumm. All voted aye. Also present were Public Works/Interim Clerk Guy Trimble, Steve Graham (Fire Chief), Brent Oleson, John Harris, Dave Boesenberg, Barb Hand, Scott Shover (IRWA), Jim Hill, Clayton Foreman, Kenneth Foreman, Charlene Alguire, April Graham, Nancy Fuller, Corrina Smith and Craig Wright.

Mayor McClintock opened a public hearing to hear comments or concerns relating to updating Chapter 28 to adopt by reference the International Building Code, 2018 Edition and providing penalties. Hearing no objections, motion was made by Trumm, seconded by Sarazin to approve the first reading of Chapter 28 adopting the aforementioned code. All voted aye.

Mayor McClintock opened a public hearing to hear comments or concerns relating to updating Chapter 42A to adopt by reference the International Building Code, 2018 Edition and providing penalties. Hearing no objections, motion was made by Schantz, seconded by Mensen to approve the first reading of Chapter 42A adopting the aforementioned code. All voted aye.

Mayor McClintock opened a public hearing to hear comments or concerns relating to updating Chapter 43A to adopt by reference the International Plumbing Code, 2018 Edition and providing penalties. Hearing no objections, motion was made by Mensen, seconded by Henricksen to approve the first reading of Chapter 43A adopting the aforementioned code. All voted aye.

Mayor McClintock opened a public hearing to hear comments or concerns relating to updating Chapter 30 to adopt by reference the International Property Maintenance Code, 2018 Edition and providing penalties. Hearing no objections, motion was made by Sarazin, seconded by Trumm to approve the first reading of Chapter 30 adopting the aforementioned code. All voted aye.

Mayor McClintock opened a public hearing to hear comments or concerns relating to updating Chapter 42B to adopt by reference the ICC Electrical Code, 2006 Edition with amendments and the National Electric Code, 2017 Edition with amendments and providing penalties. Hearing no objections, motion was made by Schantz, seconded by Sarazin to approve the first reading of Chapter 42B adopting the aforementioned code. All voted aye.

**Mayor's Report** – Mayor McClintock started his report by thanking County Supervisors John Harris and Brent Oleson for being present. The mayor continued by updating efforts to move forward with plans to build a new fire station.

**Council Reports** – Councilor Sarazin gave an update on content for the new website to go live on July 1<sup>st</sup>. She also expressed concern over sidewalk issues in Naylor's 3<sup>rd</sup> Addition and what should be done to better inform contractors as they receive their building permits.

**Citizen Comments** – County Supervisors John Harris and Brent Oleson made comments about the upcoming election for supervisor. They outlined a re-alignment of the supervisors from five member to three. Clayton Foreman expressed concern to the council over a proposed septic facility near

Toddville. Charlene Alguire echoed Mr. Foreman's comments. Barb Hand expressed concerns about certain line items within the published financials of the city and asked who could answer her specific questions and also wondered if financials not published earlier in the year would be published. Also, she asked who conducted employee reviews. Jim Hill asked for updates on concerns he expressed at previous meetings.

Public Works Report – Written. Trimble added that a refrigerator/freezer will need to be purchased for water/wastewater samples as the former city clerk has removed her personal refrigerator. Councilor Sarazin asked for an update on progress on the greenspace. Trimble informed the council that the work is not complete but on schedule for fall seeding.

Fire Department Report – Written. Chief Graham informed the council that their annual fire inspection went well.

#### CONSENT AGENDA

Sarazin moved to approve the consent agenda, Trumm seconded and all voted aye. Items approved were minutes of the May 10<sup>th</sup> regular meeting, the list of bills submitted with the addition of one bill submitted by Houts Construction for improvements to the pole shed for \$10,362.14, and the Financial Report.

#### NEW BUSINESS

Scott Shover from Iowa Rural Water Association was present to award a scholarship to Kylee Trimble. Kylee is the daughter of Alburnett employee Guy Trimble. The City of Alburnett is a member of IRWA.

Motion by Mensen, second by Sarazin and all voted aye to approve the renewal of Lefty's beer and wine permit.

Pirate Collaborative students would like to improve on their design after school starts this fall. Item tabled.

Nancy Fuller from Fuller's Pub & Grub presented a special event permit for a grand opening event on June 23<sup>rd</sup> that includes a temporary street closure in front of their business. She was asked to notify the linn County Sheriff of the event. Motion by Mensen and second by Schantz to accept the permit application. All voted aye.

Corrina Smith from the ACDC Club presented a special event permit for activities during Alburnett Benefit Day on August 4th. She informed the council of the status of the ACDC club and proposed events. Action was tabled pending more information.

Motion to approve Mike's Liquor License Permit Renewal by Mensen. Seconded by Trumm and all voted aye.

Discussed the possible purchase of property bordering the City's greenspace. Motion by Schantz, second by Trumm to authorize the Mayor to execute the purchase agreement at a maximum purchase price of \$55,000. All voted aye.

Discussed swimming pool filling policy. The council feels that since there is no pool filling policy in place at this time the fire department should not use city owned equipment to fill resident's pools.

Craig Wright at 405 N. Main Ave. was present to request a variance to ordinance Chapter 6-55 Section 8. Motion to approve Resolution #06-2018-01 by Sarazin, second by Trumm and all voted aye.

Reviewed crack sealing bid from Kluesner Construction. Motion by Mensen, second by Henriksen to approve crack sealing. All voted aye.

Reviewed generator maintenance bid from Altorfer Caterpillar. Motion by Schantz, second by Sarazin to accept the generator maintenance bid from Altorfer Caterpillar.

Discussed status of the city's planning and zoning board and board of adjustments. Mayor McClintock would like these boards to be updated and all positions filled. Clerk was instructed to contact the city attorney regarding the lack of governance of the board of adjustments. Chapter 54 is reserved and is the logical place to put this language. Council discussed the proper way to fill open positions.

Reviewed quotes and lease options for a new skid loader as discussed in previous meetings. Council preferred to purchase rather than lease. Councilor Sarazin had doubts whether we needed to trade or not. Tracks versus wheels was also discussed. Motion by Mensen, second by Trumm to purchase a 2018 Volvo MCT110D Compact track loader with 78" toothed bucket from Housby Volvo for \$47,625.00 with the intent to sell the current skid loader as soon as the delivery date of the new loader is known. Mensen, Schantz, Trumm and Henriksen voted aye. Sarazin voted nay.

Discussed continued efforts to hire a city clerk. The position is again advertised on Indeed and other municipality association websites. The hiring committee intends to post until the position is filled.

Sheriff's Report – 76.1 hours in May. No questions.

Mayor McClintock presented changes as outlined in previous meetings to the committee's previously used. New responsibilities for council members are as follows: Sarazin – Outreach administration EMA; Schantz – Finance; Henriksen – Public Safety; Mensen – Parks & Recreation; Trumm – Public Works. Motion by Mensen, second by Trumm to accept the Mayor's committee changes. All voted aye.

Discussed resource sharing with other cities to provide training for city employees about harassment and other issues. Tabled to gather more information.

Discussed employee review for Public Works Director Trimble. Additional compensation for Trimble for doing the clerk work in addition to his normal work load was discussed. Motion by Sarazin, second by Trumm to increase hourly wage by 10% or \$2.10 per hour retroactively to April 1<sup>st</sup>, 2018 continuing until a new clerk is hired. All voted ayes.

Motion to Adjourn at 8:52pm by Mensen, seconded by Trumm and all voted aye.

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Guy Trimble - Interim City Clerk

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C. Charles McClintock - Mayor