



## NOTICE OF PUBLIC MEETING

City Council Meeting Minutes Thursday April 13th, 2023 @ 7:00 PM City Hall - 103 E 1st St

The City Council of the City of Alburnett, Iowa met in regular session, Thursday, April 13th, at 7:00 pm at City Hall with Mayor Bethany Sarazin presiding. Sarazin called the meeting to order at 7:00 pm.

**Following the Pledge of Allegiance**, roll call was taken with the following council members present Joe Trumm, TJ West, Chester Schantz, Chris Myers, and Dave Boesenberg. All in Attendance.

**Approval of Agenda:** Mayor Sarazin called for a motion to approve the agenda. No changes. Moved by Schantz, second by Boesenberg. Motion Approved. All Ayes. (5) Motion Carried.

### **Public hearing for the Codification of the City of Alburnett Ordinances:**

**SHERIFF'S REPORT:** Sheriff not present. 43 hours met. 18 Total calls.

Proof of publication verified. Code Book present. Mayor Declared public hearing open.

Mayor Sarazin read encroachment addendum to the Codification.

No comments no questions from public to the Clerk. Comments from the public present. No further comments or discussion.

Mayor declared public hearing closed.

**FIRE CHIEF REPORT:** Chief Ron not present. Full report provided. 8 calls in March.

**MAYOR'S REPORT:** Mayor Sarazin – nothing to report.

### **COUNCIL COMMENTS:**

Trumm - No Comment.

Boesenberg - No Comment.

Schantz - No Comment.

Myers - No Comment.

West - No Comment.

**CITIZEN'S COMMENTS – Agenda related:** None.

### **None Non-Agenda related:**

Joe from Solid Waste – gave presentation on fee changes happening at landfill.

### **WRITTEN REPORTS:**

**Fire Department** – Chief Hoover not present. No additions to report.





Approval Fullers liquor license renewal

### **Claims**

Moved by Schantz, second by Myers Motion Approved. All Ayes. (5) Motion Carried.

### **New Business**

#### **Digital Sign – Roberta Carver**

Roberta stated she was representing Lions Club and gave testimony to old sign and how names could be put on the sign in the past, highlighting members of the community and special achievements. Roberta requested a committee to be formed to determine whose names can go on the city owned digital sign and who could not.

Mayor explained policy currently in place was to only put nonprofit events happening in the community on the sign and no names. The council determined a tentative date to revisit a digital sign policy could tentatively take place in August, but added there were no guarantees given the current state of the City projects.

#### **Discuss replacement of Pump for Brush Truck**

The pump for brush truck has seized and pump needs to be replaced. Three quotes were presented. The lowest quote was Dinges Fire Company. Motion to have Dinges complete replacement and repairs of the pump.

Moved by Trumm second by Boesenberg. Motion Approved. All Ayes. (5) Motion Carried.

#### **Special Event Permit ACDC – Benefit Day 8/5/23**

Moved by Myers second by Trumm. Motion Approved. All Ayes no Nays. (5) Motion Carried.

#### **Special Event ACDC Adult Softball Tournament 9-9-23 to 9-10-23**

Moved by Schantz second by Myers. Motion Approved. All Ayes no Nays. (5) Motion Carried.

#### **Special Event ACDC Horseshoe tournament 10 - 7 2023**

Moved by Boesenberg second by Trumm. Motion Approved. All Ayes no Nays. (5) Motion Carried.

**First Reading Ordinance 2023-1:** Code of Ordinances of the City of Alburnett Iowa. Motion to approve Ordinance 2023-1.

Moved by Schantz second by West. Motion Approved. All Ayes no Nays. (5) Motion Carried.

Roll Call:



Joe Trumm - Aye

TJ West - Aye

Chester Schantz - Aye

Chris Myers - Aye

Dave Boesenberg - Aye

All Ayes No Nays. Motion carries.

**Mayor sought a motion to suspend** the rule requiring the ordinance be voted on for passage at two council meetings prior to the meeting at which it is to be passed with respect to Ordinance 2023-1: essentially a motion to waive the additional readings.

Moved by Boesenberg second by West. Motion Approved. All Ayes. (5) Motion Carried. All Ayes

Roll Call:

Joe Trumm - Aye

TJ West - Aye

Chester Schantz - Aye

Chris Myers - Aye

Dave Boesenberg – Aye

All Ayes No Nays

**Motion to approve the final reading, passage, and adoption with respect to Ordinance 2023-1.**

Moved by Trumm second by Myers. Motion Approved. All Ayes. (5) Motion Carried. All Ayes

Roll Call:

Joe Trumm - Aye

TJ West - Aye

Chester Schantz - Aye

Chris Myers - Aye

Dave Boesenberg - Aye

All Ayes No Nays

**Motion to set the Public Hearing date to May 11<sup>th</sup> 2023 for FY23 Budget Amendment.**

Moved by Myers second by Trumm. Motion Approved. All Ayes. (5) Motion Carried. All Ayes

**New Center Point Library contract renewal. Motion to approve.**



Moved by Schantz second by Myers. Motion Approved. All Ayes. (5) Motion Carried. All Ayes

**Discuss contract for lawn mowing** – Annual Dan Sherman. Motion for City to enter into a contract with Dan Sherman to mow and trim City owned lawns for one year.

Moved by Trumm second by Schantz. Motion Approved. All Ayes. (5) Motion Carried. All Ayes

**Discuss new printer contract** – 2 year and 3-year price and clarify pricing. Keep on agenda.

### **Discussed Investment Policy**

**Resolution #2023-6: City of Alburnett Investment Policy. Motion to approve Resolution.**

Moved by Myers second by Boesenberg. Motion Approved. All Ayes. (5) Motion Carried. All Ayes

**Discuss disposition of old siren.** Alliant to remove the post the siren is on. The clerk has permission to sign a waiver of liability. Once the pole is down Public Works will remove siren from pole. Siren then must be posted Facebook post for public. Siren will not be sold for less than \$25.

**Motion to approve signing waver to bring pole and siren to be sold.**

Moved by Trumm second by West. Motion Approved. All Ayes. (5) Motion Carried. All Ayes

**Posting for sale the siren. Siren will not be sold for less than \$25.**

Moved by Boesenberg second by Trumm. Motion Approved. All Ayes. (5) Motion Carried. All Ayes

**Discuss the Generator for Critical Facilities Programs. Resolution #2023-7 for support of the GCFP.**

Moved by Trumm second by Myers. Motion Approved. All Ayes. (5) Motion Carried. All Ayes

**Discuss Service Agreement for ECICOG project delivery and administration services.**

Moved by Trumm second by Boesenberg. Motion Approved. All Ayes. (5) Motion Carried. All Ayes

**Discuss forms to receive Federal Funding under CDBG-DR 2020 Derecho Recovery administered by the Iowa Economic Development Authority.** Motion to approve pursuing CDBG-DR 2020 Derecho Recovery grant through ECICOG.

Moved by Myers second by Trumm. Motion Approved. All Ayes. (5) Motion Carried. All Ayes

**Old Business:**



### **Special Event Permit – Car Show**

Moved by Boesenberg second by West. Motion Approved. All Ayes. (5) Motion Carried. All Ayes

### **Review of Personal structure. Finalized position and job descriptions.**

Moved by Boesenberg second by West. Motion Approved. All Ayes. (5) Motion Carried. All Ayes

### **Proposal to City Administrator, Deputy Clerk, City Maintenance is new. Motion to move to a City Administration model with a revision to the City Maintenance job description.**

Moved by Myers second by West. Motion Approved. All Ayes. (5) Motion Carried. All Ayes

Roll Call:

Joe Trumm - Aye

TJ West - Aye

Chester Schantz - Aye

Chris Myers - Aye

Dave Boesenberg - Aye

All Ayes No Nays

### **Resolution #2023-8 Promote Chris Shelby to City Administration exempt position and set yearly salary to \$65,000 starting April 30, 2023**

Moved by Trumm second by Boesenberg. Motion Approved. All Ayes. (5) Motion Carried. All

Roll Call:

Joe Trumm - Aye

TJ West - Aye

Chester Schantz - Aye

Chris Myers - Aye

Dave Boesenberg - Aye

All Ayes No Nays

### **Part time public works: Upon the hiring of city maintenance personnel.**

Motion to maintain current part time facilities until June 1<sup>st</sup> provided there is someone hired for the city maintenance personnel. Should part time city maintenance prematurely vacate that position, the position of part time city maintenance will not be filled prior to June 1<sup>st</sup>, 2023.

Moved by Myers second by Boesenberg. Motion Approved. All Ayes. (5) Motion Carried. All Ayes



Roll Call:

Joe Trumm - Aye

TJ West - Aye

Chester Schantz - Aye

Chris Myers - Aye

Dave Boesenberg - Aye

All Ayes No Nays

**Discuss Hiring Committee – Motion to post positions effective immediately. Schantz and Boesenberg want to be hiring committee.** Full time city maintenance and part time deputy clerk.

Moved by Trumm second by West. Motion Approved. All Ayes. (5) Motion Carried. All Ayes

**Discuss Personnel Policy handbook.** Will need resolution to complete and next meeting will document and standing document.

**New City Hall remodel updates** – New City Hall remodel is moving forward as it should. Slight delay in receiving Store front windows due to supply issues beyond anyone’s control.

**Park Committee update** – Park committee meeting Friday April 14<sup>th</sup> 2023 to continue to finalize park plans and layout. The current goal is to start writing the grant May 1<sup>st</sup>.

### **Final Comment/Discussions**

Council members:

Trumm – Likes that things are happening and moving forward in the City.

Schantz - Nothing

West – Thanked Clerk for taking all the hats to keep City running.

Myers – Thank you to Mayor and Clerk for completing Recodification.

### **Motion to Adjourn**

Moved by West second by Trumm. Motion Approved. All Ayes. (5) Motion Carried. All Ayes