

**Minutes of the Grinnell City Council Meeting  
Monday, February 21, 2005**

The City Council of the City of Grinnell met in regular session in the Council Chambers of the Grinnell Community Center, 927 4<sup>th</sup> Avenue, Grinnell, Iowa, at 7:00 p.m., Monday, February 21, 2005. Mayor Pro-Tem White presided.

Roll Call:       PRESENT:     Wilson, White, McNaul, Worley, Witt, Elliott       Absent: Canfield

PERFECTING AND APPROVAL OF AGENDA:

Moved by ELLIOTT, second by MCNAUL, to approve the Agenda and the Consent Agenda. Roll Call Vote: Ayes: Elliott, McNaul, Wilson, White, Worley, Witt. Motion carried.

CONSENT AGENDA:

- o Previous minutes as drafted from the Monday, February 7, 2005 Regular Session.
- o Approval of the Clerk's Report.
- o Approval of the Treasurer's Report.
- o Approval of the one day transfer of the Class LC Liquor License for Grinnell College, 1114 10<sup>th</sup> Avenue.

PUBLIC HEARING:

- I.       In regard to the plans, specifications, and form of contract for the 2005 Lang Creek Crossing Phase 1B Project in the City of Grinnell, Iowa.

Mayor Pro-Tem White opened the public hearing at 7:05 pm. City Clerk Hage noted that no written comments had been submitted to the city clerk prior to the meeting. White asked if there were any comments from the citizens present. There were none.

Moved by WITT, second by ELLIOTT, to close the public hearing at 7:06 pm. Roll Call Vote: Ayes: Witt, Elliott, Worley, White, Wilson, McNaul. Motion carried.

Elliott reviewed the original bidding process for the project. The city had decided after receiving the bids for the complete project to break the project into two phases to attempt to gain better pricing. Phase 1A is in progress with a scheduled completion date of June 1, 2005. The project currently proposed is Phase 1B and includes the construction of the road. This project will be funded entirely by RISE grant funding and the developer. The completion date is scheduled to be July 1, 2005. Elliott stated that Lowry Construction of Grinnell, Iowa, was the low bidder for the project in the amount of \$267,954.25.

Moved by ELLIOTT, second by MCNAUL, to approve and adopt Resolution No. 2752: "A RESOLUTION ADOPTING PLANS, SPECIFICATIONS AND FORM OF CONTRACT (Lang Creek Crossing – Phase 1B.)" Roll Call Vote: Elliott, McNaul, Wilson, Worley, Witt, White.

Moved by ELLIOTT, second by MCNAUL, to approve and adopt Resolution No. 2753: "A RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT – LANG CREEK CROSSING – PHASE 1B." Roll Call Vote: Elliott, McNaul, White, Witt, Worley, Wilson.

- II.       For the purpose of considering sealed bids for the purchase of 60' Aerial Device.

Mayor Pro-tem White opened the public hearing at 7:10 pm. City Clerk Hage noted that no written comments had been submitted to city hall prior to the meeting. White asked if there were any comments from the citizens present. There were none.

Moved by ELLIOTT, second by MCNAUL, to close the Public Hearing. Roll Call Vote: Ayes: Elliott, McNaul, Wilson, White, Worley, Witt. Motion carried.

Elliott reviewed the amount budgeted for the purchase of the device was \$100,000.00. The low bid received was from Truck Equipment, Inc. for \$125,976.00. Staff had determined that the increase over the budgeted amount was that the price budgeted for was artificially low or the increase in the cost of steel. The gap is proposed to be paid for out of capital loan note money originally issued for relocation of a traffic signal.

Moved by ELLIOTT, second by MCNAUL, to purchase the truck from Truck Equipment, inc. for the bid price of \$125,976.00. Roll Call Vote: Ayes: Elliott, McNaul, Witt, Worley, White, Wilson. Motion carried.

#### COMMUNICATIONS/MEETING MINUTES:

- I. Thank You-League of Women Voters
- II. Finance Committee: Monday, February 7, 2005
- III. Public Works and Grounds Committee: Monday, February 7, 2005
- IV. Planning Committee: Thursday, February 10, 2005

#### OLD BUSINESS:

- I. Report from the Finance Committee.
  - o Review of the presentation by Bernie Lowe and Associates in regard to providing service to assist with health insurance benefits.

White reviewed the insight provided by Skip Lowe in regard to managing the city's health care plan. This contract is still under review and staff will report in the future.

- o Review of the 28E Agreement between Poweshiek County, Poweshiek County Attorney's Office, and the City of Grinnell.

White summarized the proposed agreement between the City, Poweshiek County and the Poweshiek County Attorney for the prosecution of city citations.

Moved by WHITE, second by ELLIOTT, to approve Resolution No. 2755: "RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO SIGN THE LEGAL SERVICES CONTRACT 28E AGREEMENT WITH THE POWESHIEK COUNTY BOARD OF SUPERVISORS, THE POWESHIEK COUNTY ATTORNEY'S OFFICE, AND THE CITY OF GRINNELL." Roll Call Vote: White, Elliott, Worley, Witt, Wilson, McNaul. Motion carried.

- o Report from Tourism Committee-increase of Hotel/Motel Tax.

White discussed the report from Menner in regard to the proposed use of the hotel/motel tax. The Hotel/Motel Tax Committee supports the ongoing tax and an increase. Menner informed the committee that the funds will be used for the purchase of more banners, the Iowa Transportation Museum, Chamber Convention and Visitors Bureau, and maintenance of the new downtown planters. White stated that the Finance Committee has requested a monthly report directly from the Hotel/Motel Tax Committee to make the information more available to the public. Staff will be preparing a draft ordinance for the committee to review.

- Review of Job Classifications/Wages.

White commented that this item is still under review.

- Approval of Housing and Urban Development Facade grant agreement.

White updated the Council that the agreement for receipt of the grant funding has finally been received and approval will allow the city clerk to immediately draw down funding.

Moved WHITE, second by ELLIOTT, to execute the grant agreement as proposed. Roll Call Vote: Ayes: White, Elliott, McNaul, Wilson, Worley, Witt. Motion carried.

- Discussion in regard to the FY06 Budget.

White summarized that a 3% wage increase has been budgeted for all nonunion employees and that the health insurance cost has increased by 24%. White stated that the committee recommends transferring from the Building and Planning Fund to balance the General Fund. White stated that the fund balances are being drawn down due to reduction of funding from outside sources. The city does hope to increase revenues associated with ambulance and fire service fees by amending charges emergency services outside of the city limits of Grinnell. White reviewed other various proposed projects that were included in the FY 05-06 budget. Behrens did note that an equal amount of non-city revenues will cover all expenditures associated with the Lang Creek Crossing Project. White stated that capital loan note money will not be permitted to be carried over by departments; it must be spent within the year it is requested. White reviewed the funds that will be set aside for equipment purchases in the water, waste water, fire and solid waste departments. Storm sewer reflects \$100,000.00 of revenue, which is half year anticipated revenue from new utility. White stated again the increase in health insurance and how it has impacted fund balances. He stated the anticipated revenues for increased amounts of recyclable materials being redeemed, increase in commercial fees, and gate fees for the compost site. White then reviewed projected costs of capital projects for future years. The tax levy will not increase.

Elliott re-emphasized that there will be no increase in the tax levy. This budget does not reduce staff and will finance Central Business District reconstruction. Elliott commended the foresight in planning that allowed for the city to maintain the levy this year. Capital loan notes will be just under \$300,000.00 and it is budgeted to pay the note off during the same year. She felt it was an important point that the city is not incurring long term debt. Elliott again reiterated that if a project is included in capital loan note funding and the project is not completed within the fiscal year, the funding will be reallocated at the end of the budget year.

Worley thanked the Finance Committee and city staff for their hard work and for stretching the tax dollars as far as they would go. Even with budget cuts, staff has been able to figure out how to get things done.

Moved by WHITE, second by ELLIOTT, to schedule the public hearing for the FY 06 budget for Monday, March 7, 2005, at 7:00 pm. White, Elliott, McNaul, Wilson, Worley, Witt. Motion carried.

- Recommendation in regard to the requests for assistance from the Campbell Fund.

The requests were approved by the council as presented.

## II. Report from Public Works & Grounds Committee.

- Review of the request by the Grinnell College Mortar Board in regard to a 5K run.

Elliott reviewed the date of the event (April 16, 2005) and the route. The committee discussed street safety for both the runners and for traffic, especially on the 16<sup>th</sup> Avenue stretch. The starting and ending point will

be at Merrill Park. The committee discussed the involvement of the police department and liability insurance for the run. Elliott requested that the police manage the intersections.

Moved by ELLIOTT, second by WITT, to close the portion of 16<sup>th</sup> Avenue within the corporate limits, work with the county to close the remaining portion of 16<sup>th</sup> Avenue, proof of liability insurance must be received and police must be involved in intersection control. Roll Call Vote: Ayes: Elliott, Witt, Worley, White, Wilson, McNaul. Motion carried.

- Review of the recommendation from the Planning and Zoning Commission in regard to the request submitted by Gerald Allen.

Elliott reviewed the location of the property and that it had never been paved for public use. She stated that the Planning and Zoning Commission had reviewed the request and was not opposed to the vacation and disposal of the land. The committee further discussed the established price for the sale of vacated land. The committee felt that price of fair market land be reviewed to allow the committee to review and recommend an updated price to go into effect before this sale would be considered.

Moved by ELLIOTT, second by WITT, to schedule the public hearing and potential sale of the land for the second meeting in March to allow for review of pricing. Roll Call Vote: Ayes: Elliott, Witt, McNaul, Wilson, White, Worley. Motion carried.

Worley requested discussion of the item after the motion was approved and agreed that the pricing was out of line. He did not feel it was fair that the city review the pricing with a request on the table. He felt the pricing increase should take effect after the request has been addressed. Elliott suggested that the council have the discussion in regard to the price increase at the next regular meeting.

Moved by ELLIOTT, second by WORLEY, to reconsider the original motion and amend it to schedule the public hearing at the second council meeting in March, or as soon as the paperwork is ready.

Wilson thought it may be easier to understand if the price was established per lot as opposed to per acre as most residential areas will not have acre parcels available. Behrens stated this property will also include a permanent easement.

Gerry Allen – 301 Pearl Street –has made the request for the purchase of the land. He does not object to applying the formula to land that is usable, however the shape and the easements that will be sold with the land will not permit him to truly use the land for anything other than yard. Because the land is currently zoned as a street, he could put a driveway on it without purchasing it. He also stated that he has maintained the ground for 55 years and felt that deserved some consideration.

Roll Call Vote: Ayes: Elliott, Worley, Wilson, McNaul, Witt, White. Motion carried.

- Acceptance of Change order No. 2 for the Farmhand Lift Station improvements.

Elliott reviewed that the change order proposes a new completion date of February 25, 2005.

Moved by ELLIOTT, second by WITT, to approve Change Order No. 2 in regard to the Farmhand Lift Station Improvements: Roll Call Vote: Ayes: Elliott, Witt, McNaul, Wilson, White, Worley. Motion carried.

- Discussion and review of the bids in regard to the purchase of a Truck for the Public Services Department.

Elliott reviewed the bid received from Hartwig Motors, Inc. from Iowa City in the amount of \$13,942 and the bid from Steve Link Ford in the amount of \$14,699.00. She stated the committee has wrestled with the issue of

local bidder not being the low bidder and how to award the contract. While they want to do business locally, they must do their best for the tax payer. The truck will be used by the Public Service Department. The box of the truck will be purchased separately as it will require specific details for lighting and a generator. The total cost for box is \$10,170.00.

Moved by ELLIOTT, second by WITT, to award the bid for the purchase of the truck to Hartwig Motors, Inc. of Iowa City, Iowa for the bid amount of \$13,942.00. Roll Call Vote: Elliott, Witt, Worley, McNaul, Wilson, White. Motion carried.

Moved by ELLIOTT, second by WITT, to proceed with the purchase of the box from Truck Equipment, Des Moines, IA in the amount of \$10,170.00. Roll Call Vote: Elliott, Witt, McNaul, Wilson, White, Worley. Motion carried.

- o Discussion in regard to setting of dates for the City of Grinnell Spring Cleanup.

Elliott reviewed the proposed dates and pricing. The dates will be as follows: Ward 1 – Monday/Tuesday, May 2 and 3, 2005, Ward 2 – Wednesday/Thursday, May 3 and 4, 2005, Ward 3 – Monday/Tuesday, May 9 and 10, 2005 and Ward 4 – Wednesday/Thursday, May 11 and 12, 2005. Pricing will be \$25.00 for the first 10 minutes, \$3.00 for each additional minute thereafter and a \$15.00 sticker will be required for any appliances.

Moved by ELLIOTT, second by Witt, to adopt the schedule and pricing as proposed. Roll Call Vote: Elliott, Witt, Wilson, White, McNaul, Worley. Motion carried.

- o Update on Food Compost.

Elliott alerted the council that the compost site will be open soon after the turn of the fiscal year. Discussions are on going with the college to expand the compost operations to include food waste.

### III. Report from the Planning Committee.

- o Discussion in regard to the Urban Renewal Plan Amendment.

Worley summarized the proposed resolution which will set the dates of consultation and then also set the date for the public hearing for the amendment to the urban renewal plan amendment. The amendment will incorporate the new Lang Creek Crossing development into the TIF district. Behrens stated that he had previously been appointed as the liaison for the consultation hearing and that the Planning and Zoning Commission has approved the amendment.

Moved by WORLEY, second by MCNAUL, to schedule the Consultation Hearing for Wednesday, March 2, 2005 at 9:00 am, and the Public Hearing for Monday, March 21, 2005 at 7:00 pm. Roll Call Vote: Worley, McNaul, Witt, Elliott, Wilson, White. Motion carried.

NEW BUSINESS:           None.

### SECOND READING OF THE ORDINANCE:

Moved by WORLEY, second by MCNAUL to conduct the second reading of Ordinance No. 1241: "AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF GRINNELL, IOWA BY AMENDING PROVISIONS PERTAINING TO CHAPTER 17, ARTICLE VI. (RENAISSANCE BOARD.)"

Elliott commented in regard to the conflict of interest issue due to council members serving on the Renaissance Board. They believe this service prevents them from voting in regard to Renaissance issues.

Elliott stated this issue comes forth on three committees: Hospital/St. Francis Board, Renaissance, and the Hotel/Motel Committee. The city will obtain an opinion from the city attorney.

Roll Call Vote: Ayes: Worley, McNaul, Witt, Wilson. Abstain: White, Elliott (due to conflict of interest.)  
Motion carried.

INQUIRIES: None.

The city council did not conduct the executive session as originally noted on the agenda.

ADJOURN:

Moved by ELLIOTT, second by MCNAUL, to adjourn this regular session of the Grinnell City Council at 8:24 pm. Vote: (6) ayes, motion carried.

ATTEST:

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Jim White, Mayor Pro-tem

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Cassandra R. Hage, City Clerk