

BONDURANT CITY COUNCIL
Minutes
February 2, 2016 6:00 P.M.
Bondurant City Center

1. Roll Call

Present: Mayor Curt Sullivan, Council Member Doug Elrod, Council Member Bob Peffer, Council Member Wes Enos, Council Member Jennifer Keeler

Absent: Council Member Brian Lohse

City Officials

Present: City Administrator Mark Arentsen, City Clerk Shelby Hagan, Library Director Jill Sanders, Finance Director Lori Dunham, Utility Billing Clerk Misty Richardson-Kugler, City Attorney David Brick

2. Call to Order and Declaring a Quorum

Mayor Curt Sullivan called the meeting to order at 6:02 p.m. and declared a quorum.

3. Pledge of Allegiance

4. Abstentions declared - None.

5. Perfecting and Approval of the Agenda

Motion made by Enos, seconded by Elrod, to approve the agenda. Vote on Motion 4-0. Motion declared carried unanimously.

6. Consent Agenda:

All items listed below are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the Consent Agenda and considered separately.

- a. Approval of the City Council Meeting Minutes of January 18, 2016
- b. Receive and File – Planning and Zoning Commission Minutes of January 14, 2016
- c. Receive and File – Parks and Recreation Board Minutes of November 19 and December 17, 2015
- d. Claims Report
- e. Utility Delinquent Listing
- f. Tax Abatement Applications

Motion by Peffer, seconded by Enos, to approve the Consent Agenda. Vote on Motion 4-0. Motion declared carried unanimously.

7. Polk County Sheriff's Report – Polk County Sheriff's Deputy had nothing to report. Mayor Sullivan requested an annual report for 2015.

8. Guests requesting to address the City Council - None.

9. **PRESENTATION** – Leslie Irlbeck and Michael McCoy, Metro Waste Authority

Leslie Irlbeck presented survey information and facts regarding the future decision of whether to co-mingle yard waste with residential garbage. MWA will be making a decision around June 2016 for the future of the yard waste program starting in 2017. The MWA City representative, Wes Enos, should be aware of the City's decision at the future vote.

10. **RESOLUTION NO. 16-18** - Resolution approving the Site Plan for Concrete Technologies at 3507 Grant Street, South

Justin Coen, Concrete Technologies, Ames, Iowa, presented a site plan regarding the temporary concrete plant. The highway construction will continue for another 3-4 months this year and the facility will be moved out as soon as it is complete. Mayor Sullivan reminded Mr. Coen that the Planning & Zoning Commission would like updates on its status. Moved by Enos, seconded by Elrod, to approve RESOLUTION NO. 16-18. Roll Call Vote: Ayes: Enos, Keeler, Peffer, Elrod. Nays: None. Motion Carried 4-0.

11. **RESOLUTION NO. 16-19** - Resolution approving the Site Plan for Personal Attention Leasing at 3507 Grant Street, South

Mike Felton, Operations Manager, Personal Attention Leasing, noted that some of the trailers have been moved out but there are still over 90 trailers on site. The trailer storage is not a proper use for the zoning of this property. The contract for storage expires May 6 and the trailers will be removed by then. Planning and Zoning requested they return to the April meeting to give an update. Moved by Enos, seconded by Elrod, to approve RESOLUTION NO. 16-19. Roll Call: Ayes: Enos, Keeler, Elrod. Nays: Peffer. Motion Carried 3-1.

Council Member Elrod inquired about the Mobil Mini storage. They were to appear at the January 28 Planning and Zoning Commission meeting but did not show. They are to appear at the Planning and Zoning Commission meeting on February 11.

12. **PRESENTATION** – Sankey Summit Subdivision Proposal

Eric Cannon, Civil Engineer, Snyder & Associates, 2727 Southwest Snyder Boulevard, Ankeny, presented a subdivision proposal for land on the west side of Grant Street, North, across from the high school. Discussion was held regarding cul-de-sacs, traffic circulation, Grant Street access, future sewer needs, and park dedication. The subdivision would be developed in four phases with only one phase serviceable by the current sewer. Lot size would be 65' and 70' for single family homes with a pond and area for a trail loop. There is currently 6.4 acres of parkland dedication, exceeding the requirement. Council Member Peffer asked the developer to consider housing that would appeal to empty nesters due to the school impact. The subdivision site, currently owned by Sandra Miller, will need to be annexed into the City.

13. **PRESENTATION** – England Property Subdivision Proposal

Nick Halfhill, Landmark Companies, Inc., 3405 Southeast Crossroads Drive, Grimes, Iowa, presented a subdivision proposal for land north of Lake Petocka. The east/west connector street currently being planned by Hoisington Koegler will pass through this development. The location may need to be moved north with driveways along the western end. Access to Highway 65/330 was discussed.

Motion by Enos, seconded by Keeler, to close the regular Council meeting and open the public hearing at 7:53 p.m.

14. **PUBLIC HEARING** – Relative to the proposal to enter into a loan agreement and to borrow money thereunder in a principal amount not to exceed \$1,130,000. No comments by the public.

Motion by Enos, seconded by Peffer, to close the public hearing and reopen the regular Council meeting at 7:54 p.m.

15. **RESOLUTION NO. 16-20** - Resolution taking action to enter into a Loan Agreement and awarding the sale of \$1,065,000 General Obligation Urban Renewal Refunding Bonds, Series 2016A

Susanne Gerlach, Public Financial Management, presented the bid information received earlier in the day. Five bids were received with good pricing. The debt will be paid at an interest rate just over 1% instead of the initial borrowing rate of over 4%.

Moved by Enos, seconded by Elrod, to approve RESOLUTION NO. 16-20. Roll Call: Ayes: Peffer, Keeler, Enos, Elrod. Nays: None. Motion Carried 4-0.

16. **RESOLUTION NO. 16-21** - Resolution approving the Water Utility, Sewer Utility, Storm Water Utility and Garbage Utility FY17 Budgets

Finance Director Dunham discussed current and next fiscal year extraordinary budget items impacting the proprietary funds. An adjustment was made to the Water Utility PILOT payment due to the DMWW rate increases with the adjustment shifted to the Sewer Utility. A water connection is planned between Courtyard Estates and the Paine Heights subdivision. The Sewer Utility will pay debt off early, repair the Urban Service Area lift station, and line the sewers in Paine Heights. A \$0.25 sewer rate reduction was discussed.

Pie charts, regarding budget information, were given to the Council Members as potential future articles in the Bondurant Living Magazine. The Mayor would also like an article regarding property valuations.

Moved by Enos, seconded by Peffer, to approve RESOLUTION NO. 16-21. Roll Call: Ayes: Peffer, Enos, Keeler, Elrod. Nays: None. Absent: Lohse. Motion Carried 4-0.

17. **RESOLUTION NO. 16-22** - Resolution approving the updated Information Systems Disaster Prevention and Recovery Plan

Moved by Peffer, seconded by Enos, to approve RESOLUTION NO. 16-22. Roll Call: Ayes: Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 4-0.

18. **RESOLUTION NO. 16-23** - Resolution approving the revised Recreation Coordinator Job Description

Moved by Peffer, seconded by Enos, to approve RESOLUTION NO. 16-23. Roll Call: Ayes: Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 4-0.

19. **RESOLUTION NO. 16-24** - Resolution approving Faller, Kincheloe and Co, PLC, to perform the City Audits for FY16, FY17 and FY18

Moved by Enos, seconded by Peffer, to approve RESOLUTION NO. 16-24. Roll Call: Ayes: Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 4-0.

20. **RESOLUTION NO. 16-25** - Resolution setting March 07, 2016, as a Public Hearing Date to receive public comment on the proposed City of Bondurant Municipal Budget for Fiscal Year 2016-2017

Moved by Keeler, seconded by Enos, to approve RESOLUTION NO. 16-25. Roll Call: Ayes: Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 4-0.

21. **RESOLUTION NO. 16-26** - Resolution authorizing the Dissolution of the Iowa Cities E-Payment Aggregation System ("iCash") Established Under an Intergovernmental Agreement Pursuant to Iowa Code Chapter 28E

Moved by Enos, seconded by Keeler, to approve RESOLUTION NO. 16-26. Roll Call: Ayes: Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 4-0.

22. **RESOLUTION NO. 16-27** - Resolution encouraging Polk County Conservation Board to remove snow from Chichaqua Valley Trail

Moved by Keeler, seconded by Enos, to approve RESOLUTION NO. 16-27. Roll Call: Ayes: Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 4-0.

23. **ORDINANCE 16-201** - (First Reading) Ordinance amending Chapter 122, Peddlers, Solicitors, and Transient Merchants

Council Member Elrod inquired about the bond requirement vs liability insurance. Utility Billing Clerk Richardson-Kugler requested that the background check be provided by the merchant. Attorney Brick will make changes for the next reading.

Moved by Enos, seconded by Peffer, to approve the first reading for ORDINANCE 16-201. Roll Call: Ayes: Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 4-0.

24. **ORDINANCE 16-202** - (First Reading) Ordinance amending the Chapter 115, Cemetery, that the City of Bondurant hereby states its willingness and intention to act as the trustee for the perpetual maintenance of interment spaces in the Bondurant Cemetery

The Iowa Insurance Division regulates cemeteries and the City is undergoing a compliance review. The Ordinance amendment was requested.

Moved by Enos seconded by Keeler, to waive the first and second reading and approve the third reading of ORDINANCE 16-202. Roll Call: Ayes: Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 4-0.

25. Discussion Items –

- a. City Sanitary Sewer Extension Policy OR Sewer Extension Priorities – Bob Veenstra, Veenstra and Kimm, presented sewer system expansion needs and reviewed an extension policy. A resolution will be added to the next agenda to adopt the policy.
- b. Monthly Chipping Service – City Administrator Arentsen discussed options for having a brush drop off site once a month at the old water plant site instead of driving the chipper around town. A resolution will be added to the next agenda to adopt a policy and provide public notice.

26. Reports / Comments and appropriate action thereon:

- a. Mayor - Proposed meeting for BRSC to follow up with Tim Mullen and Todd Wilson, Bob Peffer and Doug Elrod would like to attend.
- b. City Administrator – Trout stock last Saturday, flagpole arrived for Porch Swings and Fireflies project, City Engineer will be giving grant presentations at MPO, SSMID workshop on February 8
- c. Council Members
 - Elrod – Inquired about the public hearing and adoption for the tax abatement
 - Keeler – Attended Polk County Emergency Management meeting, BDI meeting, BDI Arts and Recreation, inquired about the length of snow ordinance duration
 - Enos - None.
 - Peffer – Attended Eastern Polk Regional Development meeting January 28, City of Altoona is rejoining
- d. City Attorney Brick – None.

27. Adjournment

Moved by Peffer, seconded by Elrod, to adjourn the meeting at 9:27 p.m. Vote on Motion 4-0. Motion declared carried unanimously.

Shelby Hagan, City Clerk

ATTEST:

Curt Sullivan, Mayor

I, the understated Mayor of the City of Bondurant, Polk County, Iowa, hereby certify that the foregoing is a true and accurate copy of proceedings had and done by the Mayor and City Council on February 2, 2016, that all the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for the public inspection at the Office of the City Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting and the said minutes from which the foregoing proceedings have been extracted were in written form and available for public inspection within ten business days and prior to the next convened meeting of said body.

Curt Sullivan, Mayor