BONDURANT CITY COUNCIL
Minutes
July 10, 2017 6:00 P.M.
Bondurant City Center

1. Roll Call
Present: Mayor Curt Sullivan, Council Member Jen Keeler, Council Member Doug Elrod, Council Member Wes Enos, Council Member Brian Lohse, Council Member Bob Peffer

City Officials Present: City Administrator Marketa Oliver, City Clerk Shelby Hagan, Finance Director Lori Dunham, Library Director Jill Sanders, Utility Clerk Misty Richardson-Kugler, City Attorney David Brick

2. Call to Order and Declaring a Quorum
Mayor Sullivan called the meeting to order at 6:01 p.m. and declared a quorum.

3. Pledge of Allegiance

4. Abstentions declared – None.

5. Perfecting and Approval of the Agenda
Motion made by Peffer, seconded by Enos, to amend and approve the agenda by adding Resolution No. 17-86 regarding a Plat of Survey for Speas Farms, Inc. Vote on Motion 5-0. 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 June 19, 2017
b. Receive and File – Planning and Zoning Commission Meeting Minutes of June 8, 2017
c. Receive and File – Parks and Recreation Board Meeting Minutes of May 18, 2017
d. Claims Report
e. Delinquent Account Listing & Utility Bad Debt Listing
f. Tax Abatement Applications
g. Special Event Applications/Street Closing Applications
h. RESOLUTION NO. 17-77 - Resolution approving the appointments of primary and alternate contacts to represent Member with the Iowa Communities Assurance Pool (ICAP)
i. RESOLUTION NO. 17-78 - Resolution setting a Public Hearing to amend the City of Bondurant Zoning Code
j. RESOLUTION NO. 17-79 – Resolution approving the Municipal Wages Report for Fiscal Year 2016/2017 for the City of Bondurant
k. RESOLUTION NO. 17-80 - Resolution approving the Partial Payment Estimate No. 3 (Final) and Partial Payment Estimate No. 4 (Retainage) for the Pleasant Street Water Main Crossing
Council Member Elrod addressed the comments from the Planning and Zoning Commission for the Bondurant Dental Office Site Plan.

Motion by Elrod, seconded by Peffer, to amend the Consent Agenda reflecting that the Bondurant Dental Office Site Plan is approved dependent on the final approval by Veenstra & Kimm, Inc. to determine that enough parking is provided, detention rates are recalculated and the detention pond is appropriately sized. Roll Call: Ayes: Lohse, Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 5-0.

Motion by Lohse, seconded by Elrod, to approve the Consent Agenda as amended. Roll Call: Ayes: Lohse, Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 5-0.

7. Polk County Sheriff’s Report – Deputy Pilch reported fifteen disturbing the peace calls, and the Deputy Chief is drafting a document to share with the Council regarding fireworks calls.

Mayor Sullivan presented a Proclamation of Appreciation for Jerry Pritchard to his family.

8. Guests requesting to address the City Council

Misty Richardson-Kugler, Utility Billing Clerk, reported to Council that the new device for meter reads has improved the efficiency of reading meters and loading the reads into the system. The old system would take more than two days; the new system takes around two hours.

8. a. RESOLUTION NO. 17-86 – Resolution approving the Plat of Survey for Speas Farms, Inc.

Due to the timeframe of the property sale, the City Council approved the Plat of Survey dependent on Planning and Zoning Commission approval. The Planning and Zoning Commission will meet on Tuesday, July 18 at 6:00 p.m. for a Special Meeting.

Motion by Lohse, seconded by Enos, to approve RESOLUTION NO. 17-86. Roll Call: Ayes: Lohse, Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 5-0.

9. PRESENTATION – Downtown Development, Brad Lewis

Brad Lewis and Thad Long presented a concept plan for the City’s lot on the corner of Main Street, Southeast, and First Street, Southeast. The building architecture would resemble the other buildings downtown Bondurant. There would possibly be three tenants with no residential.

Council questioned parking, and discussed options of moving forward. Lewis’s proposal is the fourth concept plan that has been presented for that particular real estate.

10. PRESENTATION – Submarine Veterans Memorial Highway Proposal, David Farran
David Farran and Bob Kirby presented the Submarine Veterans Memorial Highway Proposal to the Council. The route would follow Highway 65 from Marshalltown to University Avenue, and end at the Capital Building. The City will draft a letter granting permission for the Memorial Highway.

Motion by Enos, seconded by Elrod, to close the regular City Council meeting at 6:49 p.m. and move into a Public Hearing. Roll Call: Ayes: Lohse, Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 5-0.

11. PUBLIC HEARING – Relative to the City of Bondurant Fiscal Year 2018 Budget

Finance Director Lori Dunham reported to Council the purpose of the budget amendment. The City has not received certain project invoices to pay out of FY17, so the expenses need to be amended for FY18.

Motion by Enos, seconded by Peffer, to close the Public Hearing and move back into the regular City Council meeting at 6:51 p.m. Roll Call: Ayes: Lohse, Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 5-0.

12. RESOLUTION NO. 17-84 – Resolution amending the current budget of the City of Bondurant for the fiscal year ending June 30, 2018

Motion by Keeler, seconded by Peffer, to approve RESOLUTION NO. 17-84. Roll Call: Ayes: Lohse, Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 5-0.

13. RESOLUTION NO. 17-85 – Resolution approving the MidAmerican Energy Easements

Motion by Peffer, seconded by Elrod, to approve RESOLUTION NO. 17-85. Roll Call: Ayes: Lohse, Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 5-0.

14. Discussion Items –
   a. BlueJay Landing Sidewalk Connections - There is a section of sidewalk between the Mallard Pointe Development and the Blue Jay Landing Development that is unfinished. The City Council agreed to pay for the installation of the sidewalks to connect the developments when they install the sidewalk at the park.
   b. Berwick Water Capacity – Berwick is selling 250,000 gallons, bids are due July 28, and the City plans to submit a bid.
   c. Comprehensive Plan Review – City Council and the Planning and Zoning Commission plan to hold a work session to review the Comprehensive Plan this fall. The Comprehensive Plan was finalized in 2010.

15. Reports / Comments and appropriate action thereon:
   a. Mayor – unable to attend the Mayor’s meeting, fireworks comments, solicitors need permitted to be in the City.
   b. City Administrator – will be out of the office Thursday and Friday.
   c. Council Members
      Elrod – draft an article for permits needed for recent hail damage.
Keeler – in need of a Library Board member, the library is updating their personnel policy, Sidewalk Chalk Festival and Jazz in July report.
Enos – MWA grant update.
Peffer – None.
Lohse – Bondurant Business Center update, meeting with a Mexican restaurant, gym walls will be delivered soon, absent for the July 24 meeting.

d. City Attorney – None.

Motion by Enos, seconded by Elrod, to close the regular City Council meeting at 7:32 p.m. and move into Closed Session. Roll Call: Ayes: Lohse, Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 5-0.

16. CLOSED SESSION – Pursuant to Iowa Code 21.51(j) to discuss property acquisition

Mayor Sullivan closed the Closed Session at 8:17 p.m. and moved back into the regular City Council meeting.

17. Adjournment

Moved by Peffer, seconded by Lohse, to adjourn the meeting at 8:17 p.m. Vote on Motion 5-0. Motion declared carried unanimously.

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Shelby Hagan, City Clerk

ATTEST:

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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 July 10, 2017, 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.

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Curt Sullivan, Mayor