BONDURANT CITY COUNCIL
Minutes
February 5, 2018  6:00 P.M.
Bondurant City Center

1. Roll Call
   Present:  Mayor Curt Sullivan, Council Member Bob Peffer, Council Member Jen Keeler, Council Member Brian Lohse, Council Member Doug Elrod
   Absent:  Council Member Wes Enos
   City Officials
   Present:  City Administrator Marketa Oliver, City Clerk Shelby Hagan, Library Director Jill Sanders, Planning & Zoning Commission Chair Jeff Kromrie

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 – Lohse abstained from item #11 and Closed Session.

5. Perfecting and Approval of the Agenda
   Motion made by Elrod, seconded by Peffer, 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 15, 2018
   b. Receive and File – Planning & Zoning Commission Minutes of January 11, 2018
   c. Receive and File – Parks & Recreation Board Minutes of November 16, 2017
   d. Claims Report
   e. Bad Debt & Delinquent Listing
   f. Tax Abatement Applications
   g. Liquor/Beer License – Founders Irish Pub
   h. Special Event Applications – Pedal CVT
   i. Receive and File - Bridge Rating
   j. **ORDINANCE NO. 17-208** – (Third Reading) Ordinance amending the Code of Ordinances of the City of Bondurant, Iowa, 2002, by amending Chapter 47, Park Regulations
   l. **ORDINANCE NO. 18-201** – (Third Reading) Ordinance amending the Code of Ordinances of the City of Bondurant, Iowa, 2002, by amending Chapter 24, Parks & Recreation Board
m. **ORDINANCE NO. 18-202** – (Third Reading) Ordinance amending the Code of Ordinances of the City of Bondurant, Iowa, 2002, by amending Chapter 27, Board of Adjustment

n. **ORDINANCE NO. 18-203** – (Third Reading) Ordinance amending the Code of Ordinances of the City of Bondurant, Iowa, 2002, by amending Chapter 28, Tree Board

o. **RESOLUTION NO. 18-12** – Resolution setting a Public Hearing on plans and specifications, proposed form of contract and estimate of cost for construction of the Bondurant Sports Fields Grading Plan – Rebid for the City of Bondurant, Iowa

p. **RESOLUTION NO. 18-13** – Resolution setting a public hearing date of February 20, 2018, to receive public comment on the proposed City of Bondurant Municipal Budget for Fiscal Year 2018-2019

q. **RESOLUTION NO. 18-14** – Resolution setting the date for public hearing on proposal to enter into a General Obligation Loan Agreement and to borrow money thereunder in a principal amount not to exceed $1,925,000

r. **RESOLUTION NO. 18-15** – Resolution approving the Finance Director Job Description and pay range

s. **RESOLUTION NO. 18-16** – Resolution setting a Public Hearing to amend the Code of Ordinances of the City of Bondurant, Iowa, 2002, by amending the Zoning Classification of Certain Real Estate from commercial to industrial

t. **RESOLUTION NO. 18-17** – Resolution approving the District 30 Tile Replacement/Grant Street Drainage Improvements Contract and Bond

u. **RESOLUTION NO. 18-18** – Resolution approving action to order construction and set date of hearing and letting for the Highway 65 Utility Extension Project

Council Member Elrod questioned item #6q.

Motion by Peffer, seconded by Lohse, to approve the Consent Agenda. Roll Call: Ayes: Lohse, Keeler, Elrod, Peffer. Nays: None. Absent: Enos. Motion Carried 4-0.

7. Polk County Sheriff’s Report

   Lieutenant Brandon Bracelin reported 336 calls of service last month.

8. Guests requesting to address the City Council

   None.

9. **PRESENTATION** – Audit Report

   Rescheduled due to the weather. Motion by Keeler, seconded by Lohse, to table the audit report. Vote on Motion 4-0. Motion declared carried unanimously.

10. **APPEAL** – Mr. Steve Fritchett of Spencer would like to appeal his snow ordinance ticket

    Motion by Lohse, seconded by Keeler, to table the appeal due to the weather and Mr. Steve Fritchett’s absence. Vote on Motion 4-0. Motion declared carried unanimously.
11. **RESOLUTION NO. 18-19** – Resolution approving the Preliminary Plat and Final Plat for the Bondurant Business Park


12. **RESOLUTION NO. 18-20** – Resolution approving the Purchase Agreement for the Young Property

   Motion by Peffer, seconded by Lohse, to approve RESOLUTION NO. 18-20. Roll Call: Ayes: Lohse, Keeler, Elrod, Peffer. Nays: None. Absent: Enos. Motion Carried 4-0.


   Motion by Lohse, seconded by Keeler, to waive the first and second reading and approve the third and final reading of ORDINANCE NO. 18-204. Roll Call: Ayes: Lohse, Keeler, Elrod, Peffer. Nays: None. Absent: Enos. Motion Carried 4-0.

14. Discussion Items –
   a. Cemetery Regulations – City Administrator Oliver discussed the potential new regulations and new lot prices. Oliver noted the City’s cemetery revenue is less than expenses. (The average revenue for the current and preceding three years is $3,482 and the average expenses for the same period are $5,313.) She indicated that even though the City immediately deducts 20% of lot sales to add to the cemetery perpetual care fund, the amount of interest generated does not begin to cover maintenance. (Interest for the current year is projected to be $45.) While we still have multiple plots to sell, at some point in the future, there will no longer be any lots to sell and theoretically, the interest generated from the perpetual care fund should support maintenance for the cemetery. Additionally, reviewing lot prices, the City of Bondurant’s price is significantly lower than the Midwestern state’s average of $1,394, the Iowa state average of $1,465, and other cemeteries in the area. Lot prices have not been raised for more than a decade. For those reasons, staff is recommending that prices from $400/resident and $800/nonresident to $1,400/resident and $2,800/nonresident. After discussion, the Council decided to raise the prices to $900/resident and $1,800/nonresident immediately and then to $1,400/resident and $2,800/nonresident beginning January 1, 2020.
   c. Study Session Schedule – Council agreed to schedule a study session every 5th Monday (quarterly).
   d. DMDC Trip – Council discussed the value of the trip and residual benefits from it. Council Member Enos is interested in attend and Council Member Lohse volunteered to go; other members will check their schedule.

15. Reports / Comments and appropriate action thereon:
   a. Mayor – MIALG meeting update.
   b. Administrator – RFQ for the consultants for the Master Planning for the area by Bondurant’s interstate exchange are due this Thursday.
   c. Council Members
      Peffer – None.
Elrod – Shelter at Lake Petocka has some roof damage, and the trail around the lake needs attention.
Keeler – None.
Lohse – MPO update.
d. City Attorney – Absent.

Motion by Peffer, seconded by Elrod, to close the regular meeting and move into Closed Session at 6:57 p.m. Roll Call: Ayes: Keeler, Elrod, Peffer. Nays: None. Abstain: Lohse. Absent: Enos. Motion Carried 3-0.

Council Member Lohse left at 6:57 p.m.

16. CLOSED SESSION – Pursuant to Iowa Code 21.5.1(j) to discuss purchase or sale of particular real estate

Mayor Sullivan closed the Closed Session at 7:15 p.m. and moved back into the regular meeting.

17. Adjournment

Moved by Peffer, seconded by Elrod, to adjourn the meeting at 7:15 p.m. Vote on Motion 3-0. 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 City Council on February 5, 2018, 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