

June 11, 2018  
City Council Meeting Minutes

The June 11, 2018 Regular City Council meeting was called to order at 6:00PM by Mayor Staner. The Pledge of Allegiance was recited and then Hosch, Kelchen, Rausch, Knepper and Delaney answered roll call.

A motion was made by Kelchen, second by Rausch to approve the agenda as presented. Motion carried unanimously.

No speakers addressed the City Council.

Council reviewed the items in the consent agenda including City Council minutes 05/21/18, Personnel Committee minutes 05/30/18 & 06/06/18, Tennis Court minutes 05/24/18, Park Board minutes 06/04/18, liquor license renewal for the Bent Rim and Cascade Lanes, June claims for payment and May financial reports and fund balances and revenue by fund as follows: General \$90,524.26; Special Revenues \$64,478.50; Debt Service \$2,478.79; Enterprise \$103,595.23. Motion by Rausch, second by Delaney to approve the items in the consent agenda. Motion carried unanimously.

Whiskers McDermott's term on the Board of Adjustment is expiring and he wishes to be re-appointed for another five year term. Motion by Kelchen, second by Knepper to reappoint Whiskers McDermott to the Board of Adjustment for another five year term. Motion carried unanimously.

Josh Trumm, representing Ida Trumm requested to address the City Council on the possibility of vacating Washington Street SE between 2<sup>nd</sup> Ave SE and 3<sup>rd</sup> Ave SE. The family is looking at dividing the west side of the lot. If the street gets vacated, the Trumm's would be interested in purchasing. Once the street is vacated, it will be offered to both of the abutting property owners. Motion by Kelchen, second by Hosch to continue with vacating Washington Street and to offer the vacated street to both property owners and to include legal fees in the cost of the street that will be passed on to the purchaser. Motion carried unanimously.

Council received a request for a donation for the Small Heroes, Mighty Cause 5K run/ walk event. The Mayor would like to check with our attorneys to make sure we can use tax dollars for such a donation. Motion by Rausch, second by Delaney to table this until we can check with our city attorney on this. Motion carried unanimously.

Council reviewed **Resolution #52-18**, Resolution Accepting Bid and Authorizing Conveyance of Vacated Right-of-Way to Medical Associates/Mercy Family Care Network, LLC. This had been tabled from the last meeting pending a discussion with Mercy Family about reimbursing the City some of the legal fees. Mercy commented that the City didn't initially ask to be reimbursed for legal fees so they don't feel they need to adjust the agreement now. Council wants to make sure when selling property, we will always ask for the buyer to pay the legal fees. Motion by Kelchen, second by Delaney to approve **Resolution #52-18**. Motion passes 3-2 by roll call vote, with Hosch and Knepper voting no.

Council reviewed **Resolution #53-18**, Resolution Authorizing Purchase of Real Property. This is the purchase of 601 2<sup>nd</sup> Ave SW, which is needed for the Garfield Street project, since part of the street was on private property. Motion by Hosch, second by Delaney to approve **Resolution #53-18**. Motion carried unanimously by roll call vote.

Council reviewed **Resolution #54-18**, Resolution Approving a Wage Increase for Ben Frasher Upon Passing His Grade II Waste Water Certification for the City of Cascade. Council congratulated Ben on passing his Grade II. Ben will start studying for the Grade III test this fall. The wage increase will be \$.60 due to passing his Grade II. Motion by Delaney, second by Knepper to approve **Resolution #54-18**. Motion carried unanimously by roll call vote.

Council reviewed **Resolution #55-2018**, Resolution Proposing Conveyance of Real Property and Setting Public Hearing. This resolution is setting the public hearing on the vacated 2<sup>nd</sup> Ave NE street. The public hearing will be held June 25<sup>th</sup> at 6:00pm at the Council meeting. Motion by Kelchen, second by Rausch to approve **Resolution #55-2018**. Motion carried unanimously by roll call vote.

Council reviewed **Resolution #57-18**, Resolution Authorizing the City Clerk to Transfer Funds to Debt Service for the City of Cascade, Iowa. Motion by Rausch, second by Delaney to approve **Resolution #57-18**. Motion carried unanimously by roll call vote.

Council reviewed **Resolution #58-18**, Resolution Authorizing the City Clerk to Transfer Funds to Reserve Funds and Budgeted Funds for FY18 for the City of Cascade, Iowa. Motion by Delaney, second by Rausch to approve **Resolution #58-18**. Motion carried unanimously by roll call vote.

Council reviewed **Resolution #59-18**, Resolution Approving Training and Reimbursement Agreement Between the City of Cascade and Joshua Lamey. This covers what is reimbursable to the City if Josh would cease employment with the City of Cascade before the end of 4 years following the police academy. Motion by Rausch, second by Hosch to approve **Resolution #59-18**. Motion carried unanimously by roll call vote.

The personnel committee discussed possible wage increases with the council. The personnel committee met two times to discuss wage increases. The Mayor commented that the Council appreciates all the employees. The personnel reviewed salary information from other cities and the majority of our employees are in or very near the median level of pay. We do have a very good longevity with our employees. The City Administrator in the meetings and again suggested a 3% increase for all employees. She thanked her employees and said they all do a good job and receive a good raise. Many of the Council members commented that a 3% increase would be ok. A member of the personnel committee commented that they thought a 2% increase would be good for this year. Following discussion on wages, motion by Rausch, second by Hosch to approve a 2% wage increase for all city employees with the addition of 24 hours of vacation for Lee Ann, local access director and an additional increase for the City Administrator on top of the 2% bringing her salary to \$75,000. Motion by Rausch, second by Kelchen to approve the 2% increase, vacation for Lee Ann and the additional increase for the City Administrator. Motion carried unanimously.

Council reviewed a quote from Infrastructure Technology Solutions, LLC. for a new server for City Hall. The current server is 7 years old and 2 of the hard drives failed earlier this month. The total cost is \$6,744.77, which will be split with Cascade Municipal Utilities. Council member Delaney questioned the storage space of the server, which is adequate. Motion by Kelchen, second by Delaney to approve the purchase of the server for \$6,744.77, with CMU paying half of the cost. Motion carried unanimously.

The City Administrator gave the Council an overview of Heart & Soul. This is an initiative that listens to everyone in Cascade about what they love about Cascade and how it can be better. This process takes 18-24 months and includes surveys and listening to people's stories. There will be events coming up where the core leadership team will be talking to lots of people. From this information plans will be made. Then the Hometown pride group will take this information and prioritize and seek grants to fund the various projects. The Heart & Soul will also assist the City Council with what is important and what should be budgeted for. For example, another trail or a sports complex might come out of the plan. This initiative is getting young people involved and they are excited about this. Heart & Soul will do fliers and hold events and therefore some funds are necessary. The City Administrator is on the leadership team and recommended that the City donate \$1,000 in FY19 and then again in FY20. Council all seemed excited and on board with this process. Motion by Delaney, second by Kelchen to approve \$1,000 in FY19 and then in FY20. Motion carried unanimously.

Council again reviewed a proposal from Kluesner Construction for repair to the alley by the museum for \$12,690. The City Superintendent put together a cost for using asphalt to even the alley out and then to seal coat it. That cost would be \$1,685.60. It was discussed to double seat coat the alley and to drop asphalt and

drag it to even out the alley. Motion by Kelchen, second by Delaney to double seal coat the alley. Motion carried unanimously.

Council again discussed restriping 1<sup>st</sup> Ave with a center lane and 2 driving lanes and then a bike lane on each side. Bob Moriarty addressed the City Council. He commented that it doesn't make sense marking bike lanes on the busiest road in town. The bike lanes could go on 2<sup>nd</sup> Ave instead. Council has heard many comments about this proposal. Many people are in favor of wider driving lanes, but not the bike lanes. Other people are just not in favor of making any type of change. Making this change will make our town look friendlier and more progressive. The two driving lanes with a center turning lane are safer than 4 lanes of driving. It was suggested that we look at the possibility of removing the white line on the sides which indicated a bike lane and then just review changing 4 driving lanes to 2 driving lanes with a center turning lane at the next meeting. Jake will look at this for the next meeting. Motion by Kelchen, second by Knepper to table and have Jake look at removing the white lines on the sides. Motion carried unanimously.

Council discussed the waterway in the back of the Community Park. The waterway is not working as it should. The water does not flow it just ponds at the back and creates a mosquito area and a safety concern for children. The City engineer looked at this with the City Administrator. This will need to be shot to make sure there is adequate fall. Some pipes may need to be reset to increase the grade. It was also mentioned that the water to the south could possibly be drained to the big ditch and under the road to Buchanan Street and to the river. This would require a berm of sorts to be developed. There is also a water issue around the tennis court and it would require draining it to the waterway. A comprehensive plan to fix all these issues needs to be looked at. Motion by Kelchen, second by Rausch to table this and to have Jake from MSA come up with a scope of project with an estimated cost. Motion carried unanimously.

Council discussed the blowout of pavement on Industrial Street. This occurred over Memorial Day weekend. The two contractors who will be in town doing projects for the City were contacted to see what it would cost to fix this small area. Quotes were received from Horsfield Construction for \$5,520 and Midwest Concrete for \$3,600 and both would charge \$20 per ton if rock is needed for the subbase. This will include replacing roughly 24' of roadway but keeping the existing curb and gutter. Motion by Kelchen, second by Rausch to approve Midwest Concrete to fix repair on Industrial Street for \$3,600 with full road closure. Motion carried unanimously.

Jake from MSA introduced Nate Stevenson from MSA. He has 4 years of experience with MSA and will be the onsite engineer for the Garfield and Lot 9 Industrial Street projects this summer.

Council received a report from the Police Chief and City Administrator. Included in the City Administrator's Report is information that the CEDC was awarded \$3,000 from the DRA for the Housing Needs Study. The City agreed to pay the other \$3,000. The zoning continuation trail with Delaney's Auto & Ag is scheduled for Friday, June 15<sup>th</sup> and the continuation trail for the municipal infraction is scheduled for Thursday, August 30<sup>th</sup>. The next joint meeting with CMU will be held Wednesday, July 11<sup>th</sup>. The Annual Conference will be held September 12-14<sup>th</sup> in Council Bluffs and any council member wanting to go needs to let us know so we can get them registered and hotel reservations made. The projects on Garfield/Dillon Street and Lot 9 Industrial Street will start construction the last week of June or July 2<sup>nd</sup>. The DOT verified quantities for the Highway 136 project and an error was found so the City will be receiving a check from Horsfield Construction for \$2,245.37. Following the next Council meeting on June 25<sup>th</sup> there will be a workshop to discuss moving forward with the hotel project, the downtown assessment and other items. Additionally, the pool committee will be meeting soon to finalize plans and to tweak the timeline. A capital campaign will be started soon for extra features at the pool. If interested in serving on the capital campaign committee please contact the Mayor.

With no other business, Kelchen moved and Delaney seconded to adjourn the meeting at 8:12p.m. Motion carried.