

City of Preston
Regular City Council Meeting
July 08, 2019

Mayor Betts called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was recited by all.

ROLL CALL: T. Sieverding, R. Peterson, M. Petersen, A. Sullivan, P. Hoffman

PUBLIC FORUM: Ohnward Intern Group, Nancy Kiefer, Mark Schneider

APPROVAL OF AGENDA: A motion to approve the agenda as presented was made by T. Sieverding, seconded by A. Sullivan. Ayes 5, Nays 0. Motion carried.

OHWARD INTERN GROUP PROJECT: The Ohnward intern group presented their intern project to the City Council for a bird landscaping (bird watching) area on the Copper Creek Trail. Cole Sander, Logan Frerichs, Adrianna Fier, Dylana Luett, and Marta Grant met with Ann Burns and Nancy Kieffer to discuss the Birdwatching Project that they would like to do for the City of Preston. The project would be about a half of a mile from the parking area. The focus is on the Wood Duck. The group stated the advantages of having a bird watch area. Patty Schmitt, Easton Valley School Principal, is interested in this project and the group discussed how it can be an educational area/tool. The 4-H club has committed to doing the upkeep and cleaning of the area. The quote for the project is for \$496.31 at no cost to the City since each of the interns is given \$100 and they are going to donate the money towards the project. M. Petersen asked the group why they chose Preston? The group stated the new walking trail has drawn people to the park so they thought this would make a nice addition. R. Petersen wondered if the group has a good rapport with the DNR since this would be good for other locations. R. Petersen also stated to contact the local conservation officer and let them do the legwork for future projects. The project would start next Tuesday (July 16, 2019). No other questions from Council. P. Hoffman made a motion to approve the Copper Creek Trail Bird Landscaping Area as presented by the Ohnward Group. M. Petersen seconded the motion. Ayes,5. Nays, 0. Motion carried.

MESH SCREEN SECURED TO THE PAVILION AT WESTSIDE PARK: Nancy Kieffer presented to the council a quote for Side protection on the Pavilion. Wind has been an issue at the Pavilion and the mesh screen would be secured with hardware. The mesh "curtain" can either be used or left rolled up. The thought is to keep it rolled up and padlocked when not in use. If someone rents the pavilion then they would get the key for the padlocks, so if they would like to use the side screens to block wind and sun, they can. It would be the responsibility of the "renter" to roll the screens back up and secure with the padlock. The hope is the pavilion will be rented out more. N. Kieffer presented 2 different types of mesh, choosing to go with the second one which allows more visibility through the screen. The quote is \$403.20 plus \$100 for hardware. The Lion Club will erect. This is at no cost to the City. The Walking Path fund will pay for the improvements. The Mayor wondered if the screens will need to be taken down and stored in the Winter. N. Kieffer stated that no, they will be rolled up under the eaves. T. Sieverding wondered if they will screen out the sun and what is the cost. Yes, they will and at no cost to the City. M. Petersen made a motion to approve the installation of the mesh screens on the Pavilion at Westside Park. A. Sullivan seconded the motion. Ayes, 5. Nays, 0. Motion carried

ECIA CONTRACT FOR ADMINISTRATION OF CDBG GRANT: Mark Schneider, ECIA presented a contract to the City Council to approve up to \$23,000 for CDBG Grant administration. Since this is a Federal Grant there are requirements that are outlined in the different clauses within the contract agreement. There is a required 5-year retention of documents for this grant. M. Schneider stated that he will be working closely with City Administrator, T. Weinschenk. M. Schneider suggested that Mayor Betts fill out a form to name T. Weinschenk as an alternate signer in the case that the Mayor is unavailable since there is a quick turn around on these documents. Mayor asked Council if they had any other questions. With no other questions a motion was made by Tyler Sieverding to approve Resolution 2020-01 for the 2019 GCBG Grant Administration to ECIA. P. Hoffman stated she does serve on the ECIA Board, however there is no personal gain on her part so she will be voting yes. M. Petersen seconded the motion. Ayes, 5. Nays, 0. Motion carried.

RESOLUTION 2020-02, ADOPTING AN AFFIRMATIVE FAIR HOUSING POLICY: M. Schneider noted with this policy the City needs to either put the notice on its website, publish as a stuffer with utility billing or put a couple of statements on our

billing invoice which M. Schneider provides. T. Weinschenk stated that it is no problem and we could do all three. M. Schneider reviewed the Resolution with Council and there were no other questions. Motion was made by Patti Hoffman to approve Resolution 2020-02 adopting an Affirmative Fair Housing Policy. A. Sullivan seconded the motion. Ayes, 5. Nays, 0.

RESOLUTION 2020-03, ADOPTING A CODE OF CONDUCT: M. Schneider reviewed the clauses within Resolution 2020-03, a Resolution adopting a Code of Conduct. If there are concerns of fraud or abuse contact the Mayor. If the Mayor gets complaints call ECIA. R. Petersen wanted to know the definition of agent. M. Schneider stated that ECIA would be the agent. No other questions from Council. M. Petersen made a motion to approve Resolution 2020-03 Adopting a Code of Conduct. Tyler Sieverding seconded the motion. Ayes, 5. Nays, 0. Motion carried.

EQUAL OPPORTUNITY POLICY STATEMENT: Simply stated it means that the City will not discriminate and be an equal opportunity employer. The statement needs to be posted. Patty Hoffman made a motion to approve the Equal Opportunity Policy Statement as presented. Matt Petersen seconded the motion. Ayes, 5. Nays, 0. Motion carried.

RESOLUTION 2020-04, ADOPTING A POLICY PROHIBITING THE USE OF EXCESSIVE FORCE: M. Schneider gave an example and explained that this policy is against the Police Department using excessive force against individuals engaging in non-violent civil rights demonstrations. A motion was made by M. Petersen, seconded by A. Sullivan to approve Resolution 2020-04 developing a Policy prohibiting the use of excessive force against individuals engaging in non-violent civil rights demonstrations. Ayes, 5. Nays, 5. Motion carried.

RESOLUTION 2020-05 DEVELOPING A PROCUREMENT POLICY: M. Schneider discussed that this Policy has updates to it which is why Preston needs to approve it again. After discussion, the Mayor asked the Council if they had any questions. There were no questions. A motion was made by T. Sieverding, seconded by A. Sullivan approving Resolution 2020-05, a Resolution developing a Procurement Policy. Ayes, 5. Nays, 0. Motion carried.

RESOLUTION 2020-06 DEVELOPING A RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN: M. Schneider discussed that with Federal Funding this is needed even if we do foresee having to relocate anyone. M. Schneider reviewed the Policy. The Mayor asked Council if they had any questions. No questions. Motion was made by T. Sieverding seconded by P. Hoffman approving Resolution 2020-06, a Resolution developing a residential anti-displacement and relocation assistance plan. Ayes, 5. Nays, 0. Motion carried.

APPROVAL OF CONSENT AGENDA: A motion was made by T. Sieverding to approve the consent agenda with the omission of items C through G (financial reports) to the next meeting. Also, recognizing that the Library Report discusses the carry-over of the library which still needs Council Approval, seconded by P. Hoffman. Ayes, 5. Nays, 0. Motion carried. P. Hoffman stated that T. Weinschenk should explain to Caroline that the City Council still needs to approve the carry over. Also, P. Hoffman wondered where we are at with putting the library on the agenda with the information she submitted. Mayor Betts explained he is still researching.

RESOLUTION 2020-07 NOTICE OF PUBLIC HEARING: Discussed setting a date of July 22, 2019 for a Public Hearing on a Sewer Revenue Loan and Disbursement Agreement to borrow money in a principal amount not to exceed \$155,000. P. Hoffman questioned if this had not already been approved. M. Schneider said that the Council had approved applying for the loan. T. Weinschenk explained that this is Phase 1 and is a zero percent interest loan for Planning and Design expenses. P. Hoffman stated that there is \$200,000 in the Sewer Fund to cover some expenses. T. Weinschenk explained this is at zero percent interest and it will be rolled into the SRF Loan that will cover the construction cost. The City will need to have another Public Hearing when we are ready for that. No other questions. A motion was made by M. Petersen to approve Resolution 2020-07 fixing the date for July 22, 2019 for a Public Hearing at City Hall, 6 pm on a Sewer Revenue Loan and Disbursement Agreement to borrow money in a principal amount not to exceed \$155,000. Seconded by T. Sieverding. Ayes, 5. Nays, 0.

TENNIS COURT LIGHTING: T. Weinschenk presented Council with a document outlining the main issues from Gary Trenkamp's perspective. After reviewing the document M. Petersen suggested that Rick White get quotes from

electricians for fixing the issues. This would include the electrical issue at the Pavilion (overloading breakers) and the basketball lighting. Once we have a recommendation(s) and quotes Council can decide how to proceed. M. Petersen suggested maybe Gary can be there with Rick when the electricians are there to explain what is wanted/needed. S. Heiar wondered about the lighting and if it will bother the neighbors. M. Petersen stated that lighting technology is getting better and hopefully it can be more focused on the basketball court. Bring back to Council, hopefully by the July 22, 2019 meeting.

RECEIVE AND FILE GAS REPORT: TABLED

RECEIVE AND FILE ELECTRIC REPORT: TABLED

UPDATE ON ELECTRIC: M. Petersen stated we are still waiting for the cement to cure. M. Petersen requested a spreadsheet showing the Light Plan Renovations revenues and expenses. Requesting to know where these are compared to budget numbers. T. Weinschenk is to get with Rick White.

WATER/SEWER REPORT: TABLED

PLASTICS UNLIMITED SEWER CONSTRUCTION/RELOCATION UPDATE: They have made it to the corner and saved the tubes and started laying it to the other corner by Farrels. Now they are on the backside of Plastics by the creek. The contractor took Thursday and Friday off for 4th of July. Everything is going well and on schedule. Plastics will start their addition as soon as the sewer line is done.

RECEIVE AND FILE GAS REPORT: TABLED

DISCUSS THE RENEWAL OF THE 28E AGREEMENT FOR POLICE PROTECTION FOR MILES AND SPRAGUEVILLE: T. Weinschenk stated the contracts have been updated to reflect renewal in 1 year for both Miles and Spragueville. T. Weinschenk provided a report showing revenues and expenses. S. Heiar stated that the PD is keeping logs of when they are patrolling in Miles or Spragueville. M. Petersen stated this will help when having discussions with the two cities. M. Petersen stated just because the City has failed in the past does not mean we need to continue. Mayor Betts stated he understands however it is going to be difficult for these two cities since they already have their budget. S. Heiar and S. Thayer discussed how they report their call for service for Miles and Spragueville. P. Hoffman is going to look at the Excel spreadsheet provided by T. Weinschenk. Put back on the July 22nd agenda.

EASTON VALLEY ATHLETIC BOOSTERS: A motion was made by M. Petersen to donate \$100 to the Easton Valley Athletic Boosters for their Annual Golf Fundraiser. Seconded by A. Sullivan. Ayes, 5. Nays, 0. Motion carried.

CLEANING OF CITY HALL: T. Weinschenk stated that Sheryl and Teresa decided to do the cleaning and see how it goes. The Mayor feels this will take away from the administrative duties are being done. T. Weinschenk stated that Kathy Andersen charges \$15.00 an hour for cleaning. Mayor Betts stated it would be a better investment of City Hall administrative time to let Kathy Andersen clean at \$15 an hour for up to 2 hours per week. If Kathy needs more time come back to Council. Mayor Betts asked council if they all agreed to hire Kathy Andersen for \$15 per hour for 2 hours a week. A. Sullivan, T. Sieverding, R. Petersen, M. Petersen agreed. P. Hoffman needed to leave the meeting at 7:30 pm.

SET NEXT CODIFICATION MEETING: Mayor Betts stated he will not be available until around the middle of August. M. Petersen stated to wait until the Mayor knows when he will be available and set the meeting up at that time.

SPECIAL COUNCIL MEETING JULY 24, 2019: Who can attend from Council? T. Sieverding, A. Sullivan, M. Petersen (tentative), R. Petersen, P. Hoffman, Mayor Betts cannot attend. Tentative Special Council Meeting July 24, 2019 Dave Heiar, Marc Ruden, Heidi Kuhl will be attending the meeting to educate and discuss the Marvin Addition drainage issues and housing sub division.

S. Heiar stated that there are ants in the building and something chewed into a box of granola bars he had in his desk. M. Peterson told T. Weinschenk to get an exterminator in to spray City Hall. It was suggested to do this twice per year.

Mayor Betts requested a motion to adjourn. Motion made by T. Sieverding, seconded by A. Sullivan. Ayes 4, Nays 0. P. Hoffman left at 7:30 pm. Meeting adjourned at 7:58 p.m.



Mayor Richard Betts

ATTEST:



Teresa Weinschenk, City Administrator/Clerk