

City of Preston
Regular City Council Meeting
September 23, 2019

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

The Pledge of Allegiance was recited by all.

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

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

SHADES FOR THE NORTH SIDE OF THE PAVILION AT WESTSIDE PARK: Nancy Kieffer proposed to council the Walking Path would like to purchase and install shades for the North side of the pavilion and would like permission from the council to do so. The Master Gardener's had a meeting at the park and used the shades for the West side of the pavilion. They work very well. Nancy proposed installing the screens on the North side. Gary Trenkamp designed it. Gary stated two poles would need to be installed so the screen can be secured. M. Petersen wondered if there is a downside to the poles. The Mayor questioned how the poles are going to be secured. N. Kieffer stated with L brackets and cement screws to secure the screen on the bottom; this is why they need permission to install the pipe. The Walking Path is going to pay for the screen and materials. P. Hoffman made a motion to approve the Walking Path to proceed with the purchase of the materials for the screen for the North end of the pavilion at Westside Park. M. Petersen seconded the motion. Ayes 5, Nays 0. Motion Carried. Council thanked Nancy and everyone for the great job they are doing with Westside Park.

IIW PRESENTS FINDINGS IN REGARD TO DRAINAGE BY MARVIN ADDITION: Marc Ruden and Cody Austin provided handouts of the property on the south side of town. Ruden said they looked at the worst-case scenario. Ruden stated that the way the water comes through it splits. Ruden pointed this out with the handouts and a picture of the area. Ruden is recommending a detention area (not a pond) on the backside of the field. What this detention basin would do is handle a 2 year – 100-year storm and cut the drainage in half. M. Petersen stated is the way that it appears 99% of this is not on City property. Ruden agreed. Ruden explained that the detention could be on four lots on the south side of the Marvin addition. There is actually a drainage issue on the south side of town not just with the Marvin Addition. Ruden feels either we need to detain it where it splits or channelize it. This could be the sponsored project. The sponsored project needs to have a preapplication meeting before December 15th. We need to develop and have a qualifying application for the sponsored project by March 3, 2020. We would know by June, 2020 if the project has been accepted and by April, 2021 the sponsored project is designed, and the bid has been awarded. Ruden would like to start the preapplication meeting sometime in October and will coordinate the meeting. Ruden would like to have the stakeholders involved in this meeting. The school, JCEA and NCRS would be good attendees. P. Hoffman will get M. Ruden the contact information for the person at NCRS. Anyone that will support this type of project would be good to have at the meeting. With all this being said the recommendation would be to put the brakes on the Marvin addition until the drainage issue is resolved on the south side. This will help the school and the other residents in the area.

P. Hoffman thought that ECIA was working on a grant for us? Ruden stated that the ECIA submitted a grant for the WWTF. There were 27 applications submitted for the \$800,000. Lori Barry is anticipating awarding the grant(s) by November 1, 2019. There was a lot of interest in the grant.

It was stated that it would be better to do this well and only once. The Mayor also questioned Ruden if the drainage is being looked at if Preston would purchase property to the south in the future. Ruden stated that yes, the drainage is being considered for future growth. There was no further discussion.

APPROVAL OF CONSENT AGENDA: A motion was made by P. Hoffman to approve the consent agenda with the removal of items D., E, F, and G. for further review since there is a mistake. Seconded by A. Sullivan. Ayes 5, Nays 0. Motion carried.

O'CONNOR + BROOKS, CPA PROPOSAL: T. Weinschenk presented the council with a proposal for \$11,000.00 for the annual audit. P. Hoffman questioned what the cost in previous years. The Mayor stated that it was about the same cost. A motion was made by P. Hoffman to accept the proposal from O'Connor + Brooks for \$11,000 as presented. Seconded by M. Petersen. Ayes 5, Nays 0. Motion carried.

APPROVAL OF RESOLUTION 2020-12: T. Weinschenk explained that this report is required for Road Use Tax. T. Sieverding made a motion to approve the submission of the Street Finance Report for Road Use Tax to the Iowa Department of Transportation. P. Hoffman seconded. Ayes 5, Nays 0. Motion carried.

UPDATE ON PEPPERMINT PARK: The Mayor wondered how the fund raising is going for Peppermint Park. T. Sieverding stated that it is moving ahead. The Sundae Funday went well despite the weather there was still a nice turn out at the golf course. There will be another fundraiser in October. T. Sieverding stated that there has been a lot of fundraising recently, but it is going well. R. Petersen stated that there is a safety concern with the park. T. Sieverding stated that the design of the park is going to flip flop. The playground equipment will be towards the back and the gazebo will be moved to the front. This will keep children from playing so close to the street. T. Sieverding also stated that white vinyl fence has been donated and a design will be worked out over the winter months. P. Hoffman requested information on the WPPI incentives. Weinschenk stated that an email will be sent to council explaining the incentives.

UPDATE ON ELECTRIC: T. Weinschenk informed Council that the blower has been installed and that Ray and the Fairbanks Morse gentleman ran the unit for 10 minutes. They did not put it online. There were no leaks, and everything appears to run well. Carl Tawney was highly recommended to be the project manager for the CAT installation by David from Shermco. C. Tawney explained that he is retired from Altorfer where he worked for 20 years. C. Tawney went onto explain that he has managed a number of these type of installs. C. Tawney outlined the project and the deadlines. The drop dead go live date is February, 2020. C. Tawney is shooting for the middle of January. C. Tawney doesn't know who the City prefers as the electrical contractor. Council directed C. Tawney to get two quotes, one of them will be from Hawkeye Electric. C. Tawney also mentioned that 500 gallons of coolant will be needed, and it would cost less for the city to get it from a local supplier. M. Petersen stated we will get it locally and take care of it ourselves. T. Weinschenk stated in order to not have a hold up and since the budget for the electric plant is approved, does council need to approve each quote. M. Petersen and T. Sieverding stated that no until there is a need for additional funds Weinschenk can approve PO's. The Mayor agreed stating that the budget was approved for the electric plant. A. Sullivan made a motion to contract with Carl Tawney to be the project manager for the CAT installation per the quote provided. T. Sieverding seconded. Ayes 5, Nays 0. Motion carried.

AWARD BID FOR STREET PROJECTS: T. Sieverding and M. Petersen explained that the quotes from the three contractors is for areas where the street needs the most attention. D&T Concrete stated that they were not sure if they could complete the areas by December 1st. Oberbreckling and KAK LLC can complete the project by December 1, 2019. T. Sieverding and M. Petersen recommended KAK LLC to the council since they can complete the project by December 1st and have the low bid. They also stated that the money is in the budget and there is money from the Jackson County Rural Transportation Grant. P. Hoffman made a motion to award the bid to Kip Ketelsen (KAK LLC) as presented. Seconded by M. Petersen. Ayes 5, Nays 0. Motion carried.

APPOINT PUBLIC WORKS SUPERVISOR: Council stated that they have heard positive comments and that it makes sense to have David (Jack) Michel as Supervisor of Public Works. P. Hoffman made a motion to have David (Jack) Michel as Supervisor of Public Works effective upon Mike Andersen's retirement. M. Petersen seconded. Ayes 5, Nays 0. Motion carried.

RICK WHITE RESIGNATION: A motion was made by P. Hoffman to accept Rick White's resignation effective September 26, 2019. Seconded by M. Petersen. Ayes 5, Nays 0.

EMPLOYEE IDENTIFICATION: P. Hoffman updated the Council on what another city uses for the identification of their employees to the public. P. Hoffman stated that city employees drive city vehicles, and this is how they are recognized by the citizens. These employees do not have an identification card, nor do they wear uniforms or clothing that is embroidered with the City name. There was discussion on whether or not the City should provide the employee's with monogrammed clothing. Some council members think it would not be a bad idea to have an identification card. Other council member's still like the idea of employees wearing monogrammed t-shirts. The shirt doesn't necessarily need to have their name on it, just the City. City employees get a \$300 clothing allowance per year. This is for shirts, protective footwear and protective clothing. It was decided to discuss this more at budget time.

CODIFICATION MEETING: A codification meeting is scheduled for October 7, 2019, 6pm at City Hall Council Chambers.

WEBSITE UPDATE: Council agreed that the homepage of the new website looks great. Weinschenk stated that comments have been received from three of the five council members. Next step is to get our video converted and Weinschenk needs to get back to IT in a Box.

Mayor Richard Betts requested a motion to adjourn. Motion made by M. Petersen, seconded by R. Petersen. Ayes 5, Nays 0. Meeting adjourned at 7:53 p.m.

Richard Betts, Mayor

ATTEST:



Teresa Weinschenk
Teresa Weinschenk, City Administrator/Clerk