

**SPENCER CITY COUNCIL MEETING
COUNCIL CHAMBERS, CITY HALL
SEPTEMBER 18, 2017, 6:30 o'clock P.M.
REGULAR COUNCIL MEETING**

1. Pledge of Allegiance

2. ROLL CALL: Petska, Orrison, Bomgaars, Jacobsen, Hanson, Prentice, Moriarty

3. Consent Agenda:

- A. Motion: Approve Minutes of September 5, 2017;
- B. Motion: Approve Class C Liquor License with Sunday Sales for Taqueria El Tapatio and Class C Beer Permit with Sunday Sales for Cargo Express; both subject to final approval by the Iowa Alcoholic Beverages Division;
- C. Roll Call: Resolution Authorizing and Directing the Temporary Closing of Portions of City Streets in the City of Spencer as Requested by Spencer High School for the Homecoming Parade on September 29, 2017;
- D. Motion: Approve Purchase of Grasshopper Mower for Cemetery Division from Galen's Pro-Mow for \$14,164.00; (CIP Item);
- E. Motion: Approve Greentech of Iowa, LLC and Iowa Plains Signing, Inc. as Subcontractors for the North Park Trail Project;

4. Public Hearing:

- A. **Public Hearing on CBDG Block Grant Application for \$600,000 for 4th Avenue West Storm Water & Sanitary Sewer Separation Project, Phase II;**
 - Mayor Declares the Public Hearing Open
 - Written Comments in Favor:
 - Oral Comments in Favor:
 - Written Comments Against:
 - Oral Comments Against:
 - Mayor Declares the Public Hearing Closed

1. Roll Call: Resolution to Approve the Submission of a Community Development Block Grant (CDBG) Application for Phase II – 4th Avenue West Combined Stormwater and Sanitary Sewer Separation Project; and to Authorize the Mayor and City Clerk to Execute and Sign said Application and Related Materials;

Enclosed in your packet is a resolution approving the submission of a CDBG application for Phase II of the 4th Ave W Storm Sewer project. Phase II will complete the project from W 12th Street to W 18t Street and the necessary laterals. The grant request is for the maximum allowed, \$600,000. The application deadline is October 1st. If successful, the City will fund the remaining project costs with a SRF loan, and G.O. Bond proceeds, and Street Imp Reserves. If unsuccessful, special assessments would be considered as per City policy.

I would recommend the Council approve the submittal of the application for CDBG funds.

2. Motion: Approve Community Development and Housing Needs Assessment;

Enclosed in your packet is a Community Development and Housing Needs Assessment that is a required component of the CDBG application. This is the same Assessment that was submitted and approved by the Council for the Phase I 4th Ave W project.

I would recommend the Council approve the Community Development and Housing Needs Assessment.

5. Old Business:

A. Roll Call: Ordinance Establishing the City of Spencer “Menard’s Sanitary Sewer District” and Establishing Sanitary Sewer Connection Fees in the District”, 2nd Filing;

Enclosed in your packet is an Ordinance Establishing a Sewer District as well as a Sewer Connection fee related to the Menards subdivision. The location of this sewer district is the property that surrounds the Iowa DOT Maintenance facility. Staff brought the idea of this District to the Council at the July 17th Council meeting. At that meeting the Council voted to proceed with the establishment of the Sewer District and establish the relevant fees. The ordinance that is included in your packet establishes the district for the property that lies within 150’ of the sewer line, establishes a minimum connection fee of \$2,500.00 or \$16.40 per foot of property served, whichever is greater. The establishment of the fee allows the City to recoup some of its investment in extending the sewer line across this property. There has been a change since the 1st Reading of the Ordinance, instead of extending the District 150’ in depth, Jim Thiese has recommended that the depth of the District be 300’. This change has been incorporated in this version of the ordinance before you tonight.

I would recommend the Council approved the 2nd reading the Ordinance, incorporating the proposed change from 150’ to 300’ in depth of the land that would be required to pay the fee.

6. New Business:

A. Motion: Approve Street Patch Quote from Blacktop Services for \$21,440.00 for large patches on Grandview Boulevard and 11th Avenue S.E., funded from Street Maintenance;

Enclosed in your packet is a Memo from Mark White regarding this project. Public Works took quotes for the repairs on Grandview Blvd and 11th Ave SE. These two areas are both on steep grades that approach a required stop before proceeding. Due to these grades, extra salt and and is usually applied to these intersections. This has caused the pavement to deteriorate to a point where normal patching methods have not worked. The work will consist of a HMA (hot mix) patch and milling of the existing concrete where necessary. The low quote was from Blacktop Services in the amount of \$21,440. Funding would come from the Street Department budget, Street Maintenance line item.

I would recommend the Council approve the quote from Blacktop Services.

B. Motion: Approve Quote for Concrete Bunker for Glass Recycling Project at Solid Waste Division from Cory Hallett for \$15,100.00 for Bunker Foundation and Loading Apron and from Great Lakes Concrete for \$3,780.00 for Concrete Blocks;

Enclosed in your packet is a Memo from Mark White detailing the project and quotes received. At the last Council meeting, the Council approved an agreement with Ripple Glass for glass recycling services. At the meeting, it was mentioned that we would need to construct a concrete pad and bunker to accumulate the glass until the necessary quantity was reached. The low quote received for the overall work was from Hallett Construction in the amount of \$15,100 plus \$3,780 for the concrete blocks that will encase the pad. The overall project cost is \$18,880. Funding for the project will utilize Landfill Diversion funds.

I would recommend the Council approve the quote from Hallett Construction for \$15,100 and Great Lakes Concrete for \$3,780 of for this project.

C. Roll Call: Resolution Accepting Work on 2017 PCC Patching & HMA Crack Sealing Project;

Enclosed in your packet is a letter from Ross McWhirter with Kruse, Cate & Nelson recommending that the Council accept the work covered by the 2017 PCC Patching and HMA Crack Sealing project. The work has been completed and meets the required specifications.

I would recommend the Council accept the work performed for the 2017 PCC Patching and HMA Crack Sealing project.

D. Motion: Approve Request from Spencer Industries Foundation for Increase in Annual Contribution to \$9,000.00 and One-time Contribution of \$3,000.00 for Real Estate Sign for Green Industrial Center;

Enclosed in your packet is a letter from the Spencer Industries Foundation requesting an increase in the annual allocation from the City and SMU. Currently the City and SMU provided \$5,000 apiece to cover annual operating costs. As outlined in the letter, this amount is no longer meeting the expenses. A \$4,000 increase is being requested. In addition, an additional one time allocation of \$3,000 is being requested to purchase marketing signage for the Green Industrial Center. Funding would come from the Economic Development fund.

I would recommend the Council approve the request for additional funding from SIF as presented.

E. Motion: Confirm \$100,000.00 for Quality Housing Initiative Grant Program for Fiscal Year 2017/18;

Currently there remains enough money in the Quality Housing Initiative funds to cover the costs of four more grants. At the end of the of FY17, I had included a transfer of \$100,000 to this fund in anticipation of the Council wanting to continue this program. The program has proven to be highly successful. It is my understanding that the SMU Board has approved an additional \$100,000 to be earmarked for the continuation of this program.

I would recommend the Council confirm the City's commitment to the QHI program with an additional \$100,000.

F. Motion: Approve Recommendation of the Compensation Advisory Board to increase the compensation for the Mayor to \$10,400.00 per year, plus \$700.00 per year car allowance and to retain compensation for the City Council at \$4,830.00 per year, plus \$400.00 per year car allowance;

The Compensation Advisory Board convenes every other year to review and make recommendations for increases to the Mayor and Council's salary compensation, which includes car allowance. Enclosed in your packet are minutes from the Compensation Advisory Committee meeting that was held on August 29th. After comparing the current compensation of Spencer and several other comparable cities, the Advisory Board has made a recommendation to increase the salary of the Mayor by \$1,370 to an annual amount of \$10,400. The compensation of the City Council members would remain the same. There was no change in the amount of the car allowance for either the Mayor or the Council. The Council has three options it can do: (1) Accept the recommendation of the Advisory Board, (2) Reject the recommendation of the Advisory Board all together, or (3) Accept an alternative increase that is lower than that of the Advisory Board for the Mayor. Since no increase was recommended for the Council, the Council can not increase their compensation at this time.

G. Roll Call: An Ordinance Amending Title 1, Chapter 7, Section 1A (3) and Section 1B(2), Concerning the Compensation of the Mayor and Council Members, 1st Filing;

If the Council wishes to proceed with accepting the recommendation of the Compensation Advisory Board, the enclosed Ordinance will start the procedure. In accordance with State Law, all changes to compensation will occur on January 1st after the next municipal election. In addition, a Council cannot take action to change the salaries of the Council or Mayor after November 1st in an election year. This means that this ordinance will need to be adopted by the end of October.

7. Engineer's Report:

8. City Manager's Report: On-Line Forms Available on City Website;

9. Mayor's Report:

10. Council/Comm. Reports:

- Committee of the Whole, September 19, 2017, 5:30 o'clock P.M.;
- Finance & Personnel Committee, October 2, 2017, 5:30 o'clock P.M.
- Public Safety Committee, October 16, 2017, 6:00 o'clock P.M.

11. City Clerk's Report:

- Bills and Claims
- Funds Transfers

12. Other Business/Opportunity to Address the Council;

13. Adjourn