

**Public Safety Committee
Monday, October 16, 2017
6:00 o'clock P.M.
Conference Room, City Hall**

AGENDA

COMMITTEE MEMBERS:

*Ron Hanson, Chairman
Leann Jacobsen, Vice-Chair
Frank Petska
Mayor Peterson, Ex-Officio*

1. Call to Order;
2. Discuss Ordinance change concerning penalties for violations of City Ordinances;
3. Items for Future Agendas;
4. Adjourn

**SPENCER CITY COUNCIL MEETING
COUNCIL CHAMBERS, CITY HALL
OCTOBER 16, 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. Presentation by Prairie Plans;**
- 4. Presentation by Kiley Miller, Iowa Lakes Corridor;**
- 5. Consent Agenda:**
 - A. Motion: Approve Minutes of October 2, 2017 and October 11, 2017;
 - B. Motion: Licenses
 - C. Roll Call: Resolution Setting Date for Public Hearing on Designation of Expanded Spencer Consolidated Urban Renewal Areas and on Urban Renewal Plan Amendment (November 20, 2017, 6:30 o'clock P.M.);

D. Motion: Approve Computer Purchase from Solutions, Inc. for \$14,467.04 from 2017/18 Capital Improvement Plan;

6. Old Business:

A. 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, Final Filing;

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 \$1,370.00 to an annual amount of \$10,400.00. 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. At the last meeting the Council approved the 2nd reading of an Ordinance increasing the compensation of the Mayor as recommended.

I would recommend the Council approve the final filing of the ordinance.

B. Roll Call: An Ordinance Amending Title 4, Chapter 1, Section 1 of the Spencer City Code to Adopt Additional Definitions of Nuisances, 2nd Filing;

At the September 19th Committee of the Whole meeting, the Council discussed the procedure and process for abating various types of nuisances within the City. Also, at that meeting, Don Hemphill presented to the Council a proposed Ordinance to expand the definition of what constitutes a nuisance. Before you tonight is the proposed ordinance that would add to our nuisance definition. Several of the items being added are areas that the City has received concerns about in the past, but were not clearly identified or spelled out in the current ordinance as being a nuisance.

I would recommend the Council adopt the proposed ordinance expanding the definition of what constitutes a nuisance on the 2nd filing.

7. New Business:

A. Roll Call: Resolution to Approving and Adopting the City of Spencer 2017 Financial Policy and Procedures Manual;

Enclosed in your packet is a resolution adopting the Financial Policies and Procedures manual for the City of Spencer. The Council reviewed these policies at a Finance & Personnel committee meeting prior to the October 2nd Council meeting. Once approved, I will work with the Department Heads and Supervisors on the implementation of these new policies. As mentioned, the need for these policies originated from the Iowa League of Cities budget workshops held last November. The City did not have many of these policies in place, but had unwritten procedures. The attached manual has been tweaked a bit based on comments from Don Hemphill, but nothing materially changed in the manual from what was presented to the committee.

I would recommend the Council approve the Financial Policy and Procedures Manual as presented.

B. Roll Call: Resolution Approving Contract and Performance Bond for 2017 North School Park Shelter Project;

Enclosed in your packet is a resolution approving the contract and bond with Quail Construction. The Council awarded the contract for this project at the October 2nd meeting. As you may recall, the project will construct a new shelter and concrete pad at North School Park to replace the existing shelter/gazebo. The funding for this project is coming from a donation made by a former resident who wanted to contribute back to the community in memory of his parents.

I would recommend the Council approve the contract and bond with Quail Construction for the North School Shelter project.

C. Roll Call: Resolution Accepting Work Covering the 2017 Manhole Rehabilitation Project;

Enclosed in your packet is a letter from Ross McWhirter, Kruse Cate & Nelson, recommending the Council accept the work performed under the 2017 Manhole Rehabilitation Project contract. This work was performed by Rehab Systems and they have completed the project according to specifications.

I would recommend the Council accept the work covered by the 2017 Manhole Rehabilitation Project.

D. Roll Call: Resolution Accepting Work Covering the 2017 Spencer Sealcoat Project;

Enclosed in your packet is a letter from Ross McWhirter, Kruse Cate & Nelson, recommending the Council accept the work performed under the 2017 Sealcoat Project contract. This work was performed by The Road Guy and they have completed the project according to specifications.

I would recommend the Council accept the work covered by the 2017 Sealcoat Project.

E. Motion: Approve the Preliminary Plat of Steffes Second Addition , Spencer, Clay County, Iowa;

Enclosed in your packet is the preliminary plat for the Steffes Second Addition to Spencer, Iowa. The location of the addition is on East 30th Street, east of the UPS facility. The purpose of the plat is to create several new lots that can then be sold for development. The Plat was presented to the Planning and Zoning Commission at their meeting on October 11th and was approved with the following comments: 1) verification of overhead transmission line easement on Lot #1; 2) stormwater management plan; 3) waiver of 40,000 square foot lot requirement; and 4) waiver of 150 foot frontage requirement for Lot #4. These items will need to be addressed before the plat can be submitted as a Final Plat.

Based on Planning & Zoning approval, I would recommend the Council approve the Preliminary Plat for Steffes Second Addition with the stated comments.

8. Engineer's Report:

9. City Manager's Report:

10. Mayor's Report:

Motion: Approve Appointment of Dave Schaeffer to Historic Preservation Commission, term expires 6/30/2020 and Randy Van Dyke to the Airport Board (to complete term of Les Hicks), term expires 6/30/2019;

11. Council/Comm. Reports:

12. City Clerk's Report:

- Bills and Claims
- Funds Transfers

13. Other Business/Opportunity to Address the Council;

14. Closed Session: Pursuant to Section 21.5 (j) of the Iowa Code regarding purchase or sale of particular real estate;

15. Adjourn