

# REGULAR SPENCER CITY COUNCIL MEETING

Monday, August 7, 2023

6:30 P.M.

Council Chambers, City Hall

101 W. 5<sup>th</sup> Street

Spencer, Iowa

**1. Pledge of Allegiance**

**2. Roll Call:**

**3. Presentations:**

**4. Consent Agenda:**

- A. Motion: Approve City Council [Minutes of July 17, 2023](#) and Special City Council [Minutes of July 24, 2023](#);
- B. Licenses: 14 Day Class C Liquor License for Clay County Fair and Event Center; Premise Update for Clay County Fair Association;
- C. Roll Call: [Resolution Authorizing Permanent Transfer of Funds](#) for Month Ending July 31, 2023;
- D. Roll Call: [Resolution Approving Annual City Street Financial Report FY 2022/2023](#);
- E. Motion: [Approve Residential Tax Abatement for William J Muller Revocable Trust](#), 906 7th Ave SW and 804 7th Ave SW, IGL Construction LLC, 216 34th Ave W and 212 34th Ave W and Rita Schallau, 511 25th St. SW;
- F. Motion: [Approve Community Benefit Services Agreements](#) with Iowa Lakes Corridor, Spencer Municipal Band, Spencer Art Alliance, Spencer Main Street, Clay County Conservation Board, Spencer Community Theater, People for Pets, Arts on Grand, Northwest Iowa RSVP, Clay County Fair and Events Center, Spencer Chamber of Commerce, Clay County Council on Aging and Clay County Heritage;

**5. Public Hearings:**

- A. **Public Hearing on Proposing the Vacation of the Frontage Road Right of Way, Frontage Road Easement and Utility Easement in the Plat of Wyatt's First Addition;**
  - Mayor Declares the Public Hearing Open
    - Written Comments Against
    - Oral Comments Against
    - Written Comments in Favor of
    - Oral Comments in Favor of
  - Mayor Declares the Public Hearing Closed

1. Roll Call: [Resolution to Approve the Vacation of the Frontage Road Right of Way, Frontage Road Easement and Utility Easement in the Plat of Wyatt's First Addition;](#)

**6. Old Business:**

**7. New Business:**

- A. Roll Call: [Resolution to Adopt the Record Retention Manual](#) as the City of Spencer Record Retention Policy;
- B. Roll Call: [Resolution Appointing Mary Beth Breidinger as City Clerk](#) of the City of Spencer, Iowa, effective August 14, 2023;
- C. Motion: [Approve Agreement with Estate of Richard C. Schany for Land Purchase](#) of 3.971 Acres, SW 1/4 - SE 1/4 , Section 16, Township: 97 N, Range: 33 W, Palo Alto County, IA for 44,000;
- D. Motion: [Approve Final Change Order for 2022 Library Roof Replacement Project](#) for a decrease of \$2,419.20;
- E. Roll Call: [Resolution Accepting work for 2022 Library Roof Replacement Project;](#)
- F. Roll Call: [Resolution to Approve Preliminary and Final Plat of Kwik Trip 1259](#) and Approve Development Agreement with Kwik Trip Inc.;
- G. Motion: [Approve Change Order No. 1 to 2023 Sidewalk Project](#) to extend completion date to August 18, 2023;
- H. Roll Call: [Resolution Vacating the Permanent and Perpetual Utility Easement](#) Twenty Feet (20') in Width Over Lots Eight (8) Through Eleven (11), Inclusive, in the Plat of Wyatt's First Addition;
- I. Roll Call: [Resolution to Approve Infringing Use Agreement](#) with Ronald H. Nary and Gladys Ann Nary;
- J. Motion: [Approve Agreement for Professional Services for Traffic Impact Study](#) for 24th Street with Bolton & Menk, Inc. for \$13,500;

**8. Department Head Reports:**

- A. Planning Department
- B. Library
- C. Fire
- D. Police
- E. Public Works
- F. Park & Recreation

- G. Golf Course
- H. City Attorney's Report
- I. Human Resources

**9. Engineer's Report:**

**10. City Manager's Report:**

**11. Mayor's Report:**

- A. Motion: Approve Appointment of Kirby Schmidt to the Zoning Board of Adjustment (term expires 6/30/2028);

**12. Council/Comm. Reports:**

Upcoming Meetings:

- Long Term Planning Committee Meeting, 8/21/2023, 5:30 P.M.
- Regular City Council Meeting, 8/21/2023, 6:30 P.M.
- Special City Council Meeting, 8/28/2023, 5:30 P.M.

**13. Motion: [Approve Bills and Claims](#);**

**14. Other Business/Opportunity to Address the Council;**

*Any member of the public who would like to address the Council for items not on the agenda are asked to approach the podium and wait to be recognized. After recognition, the person shall state their name and address for the record. Statements or questions should be limited to 5 minutes.*

**15. Adjourn;**

*Note: Some members may participate by telephone, per Section 21.8 of the Code of Iowa*