

**CITY OF ALTOONA COUNCIL MEETING
MONDAY, OCTOBER 6, 2014, 6:30 P.M.
AT THE ALTOONA CITY HALL**

1. CALL TO ORDER

Roll Call at 6:30 pm

Mayor Conkling – present

Boka – present

Harmeyer – present

Mertz- present

O'Connor – absent

Sloan- present

City Officials Present: Jeff Mark, Randy Pierce, John Shaw, Vern Willey, Jody Matherly, Jerry Whetstone, Amy Hill, Scott Atzen, Jon Hanson, Karen Oppelt, City Attorney Bob Laden

Audience Present: Robert Hall, Zach Nunn, Jeff Kime, Kayle Kime, Ben Evans, Mark McMurphy, Ryan Hardisty, Doug Saltsgaver

2. Perfecting and approval of the agenda

Mayor Skip Conkling requested approval of agenda as presented.

Roll Call Vote:

Y Boka Y Harmeyer 2 Mertz A O'Connor 1 Sloan (4-0)

3. Proclamation of Fire Prevention Week

Mayor Conkling proclaimed October 5 – 11, 2014, as Fire Prevention Week.

4. Approval of September 15 and 22, 2014, Council Minutes

Roll Call Vote:

Y Boka Y Harmeyer 1 Mertz A O'Connor 2 Sloan (4-0)

5. Citizens request to address council

Jeff Kime, 807 15th St. SE, Altoona, shared his concerns about traffic flow on 15th St. SE. Council indicated that staff would review the issue and bring it back to the council for a work session discussion.

6. Resolution of the city council of the City of Altoona approving the purpose of receiving Community Betterment Grant Awards from Prairie Meadows

Resolution 10-6-2014 #01 OF THE CITY COUNCIL OF THE CITY OF ALTOONA APPROVING THE PURPOSE OF RECEIVING COMMUNITY BETTERMENT GRANT AWARDS FROM PRAIRIE MEADOWS

City Administrator Jeff Mark indicated the grant applications would be prioritized the following way:

Parks, Police, Fire, Library

Roll Call Vote:

Y Boka Y Harmeyer 1 Mertz A O'Connor 2 Sloan (4-0)

7. Resolution to consider a preliminary plat for Eagle Creek Estates Plat 3

Resolution 10-6-2014 #02 TO CONSIDER A PRELIMINARY PLAT FOR EAGLE CREEK ESTATES PLAT 3

Mayor Conkling explained the applicant, Warren Family Farms, Inc., is seeking preliminary plat approval for Eagle Creek Estates Plat 3. Engineer Mark McMurphy of Abaci Consulting, 101 North Circle Dr., Grimes, explained the property is located south and east of Eagle Creek Blvd. SW. The plat amends the original plat from 10 attached townhome units to 10 stand alone townhome units. Council Member Kyle Mertz motioned approval subject to the legal documents being received and reviewed.

Roll Call Vote:

2 Boka Y Harmeyer 1 Mertz A O'Connor Y Sloan (4-0)

8. Resolution to consider a final plat for Eagle Creek Estates Plat 3

Resolution 10-6-2014 #03 TO CONSIDER A FINAL PLAT FOR EAGLE CREEK ESTATES PLAT 3

Mayor Conkling explained this is the final plat request for the above described property. Council Member Kyle Mertz motioned approval subject to the legal documents being received and reviewed.

Roll Call Vote:

2 Boka Y Harmeyer 1 Mertz A O'Connor Y Sloan (4-0)

9. Resolution to consider a site plan for Eagle Creek Estates Plat 3

Resolution 10-6-2014 #04 TO CONSIDER A SITE PLAN FOR EAGLE CREEK ESTATES PLAT 3

Mayor Conkling explained this is the resolution to consider approval of the site plan for the above described property. Council Member Kyle Mertz motioned approval subject to the legal documents being received and reviewed.

Roll Call Vote:

2 Boka Y Harmeyer 1 Mertz A O'Connor Y Sloan (4-0)

10. Resolution to consider a site plan for Subway Restaurant

Resolution 10-6-2014 #05 TO CONSIDER A SITE PLAN FOR SUBWAY RESTAURANT

Mayor Conkling explained the property owner, Mid Iowa Subway, is seeking site plan approval for a new Subway restaurant located on the north side of 8th Street SW between 2nd Avenue SW and 3rd Avenue SW. Engineer Ryan Hardisty of Civil Design Advantage, 3445 Crossroads, Grimes, presented the project.

Roll Call Vote:

Y Boka Y Harmeyer 1 Mertz A O'Connor 2 Sloan (4-0)

11. Resolution to consider a site plan addition for the Boss Shop at Pilot Travel Center

Resolution 10-6-2014 #06 TO CONSIDER A SITE PLAN ADDITION FOR THE BOSS SHOP AT PILOT TRAVEL CENTER

Mayor Conkling explained the owners are proposing to construct an addition to the existing Boss Shop on the northwesterly side of the Pilot Travel Center. The addition is proposed to add a 3,000 square feet of storage space. Community Development Director John Shaw explained Bosselman's are proposing to use a rolled metal panel as the exterior material, which is not an allowed principal material in the C-2 zoning district. They are seeking a wavier for this material. Council Member Mertz motioned approval subject to the building being constructed with exterior materials that match the current Pilot Travel Center and not the rolled metal panel.

Roll Call Vote:

Y Boka Y Harmeyer 1 Mertz A O'Connor 2 Sloan (4-0)

12. Resolution to consider a site plan addition for The Homestead Office Building

Resolution 10-6-2014 #07 TO CONSIDER A SITE PLAN ADDITION FOR THE HOMESTEAD OFFICE BUILDING

Mayor Conkling explained the Homestead Office Building, located at 1625 Adventureland Drive NW, Suite B, is seeking site plan approval for a 7,000 square foot addition. Engineer Doug Saltsgaver of ERG, 2413 Grand Ave., Des Moines, presented a project overview.

Roll Call Vote:

2 Boka Y Harmeyer 1 Mertz A O'Connor Y Sloan (4-0)

13. Resolution approving special assessment schedule No. 2014-07 for delinquent water accounts thru' 9-22-2014

Resolution 10-6-2014 #08 APPROVING SPECIAL ASSESSMENT SCHEDULE NO. 2014-07 FOR DELINQUENT WATER ACCOUNTS THRU' 9-22-2014

Mayor Conkling explained this resolution allows us to put 3 delinquent accounts on the tax rolls as a special assessment.

Roll Call Vote:

Y Boka Y Harmeyer 1 Mertz A O'Connor 2 Sloan (4-0)

14. Resolution appointing the City of Altoona's representation to the MPO

Resolution 10-6-2014 #09 APPOINTING THE CITY OF ALTOONA'S REPRESENTATION TO THE MPO

Mayor Conkling introduced Jon Hanson as the new City Engineer for the City of Altoona. Jon will also be the alternate on the MPO tech committee for Altoona.

Roll Call Vote:

Y Boka Y Harmeyer 1 Mertz A O'Connor 2 Sloan (4-0)

****Mayor Conkling introduced Scott Atzen as the new Public Works Director for the City of Altoona.**

15. Consider request waive to part of utility bill for 1205 4th St. NW

Council Member Mertz motioned approval to waive the sewer portion in the amount of \$53.68.

Roll Call Vote:

Y Boka Y Harmeyer 1 Mertz A O'Connor 2 Sloan (4-0)

16. Consent Agenda

a) ~~Allow Bills~~— removed to discuss separately

b) **Capitol Projects**

B1) Pay App #1 – Adventureland Dr. NE Extension – 2014 – Elder Corporation - \$90,590.95

~~B2) Pay App #5 – Altoona 12th Ave. NW Water & Footing Drain Collector Improvements – Synergy Contracting, LLC. – \$10,216.60 – removed to discuss separately~~

B3) Pay App #2 – NE Casebeer Road Watermain – Elder Corporation - \$15,328.25

c) **Resolution to approve an application to the *Trees Please!* Grant Program and to contribute matching funds**

Resolution 10-6-2014 #10 TO APPROVE AN APPLICATION TO THE *TREES PLEASE!* GRANT PROGRAM AND TO CONTRIBUTE MATCHING FUNDS

d) **Resolution approving writing off of rescue fees for bad debt accounts – Medicare – Medicaid – CMS Collection Fees From 7-1-2014 thru' 9-30-2014**

Resolution 10-6-2014 #11 APPROVING WRITING OFF OF RESCUE FEES FOR BAD DEBT ACCOUNTS – MEDICARE – MEDICAID – CMS COLLECTION FEES FROM 7-1-2014 THRU' 9-30-2014

e) **Set Public hearing for Monday, October 20th at 6:30 pm to consider a development plan amendment for Adventure Village**

Roll Call Vote:

2 Boka Y Harmeyer 1 Mertz A O'Connor Y Sloan (4-0)

****16 a) Allow bills**

Council Member Mike Harmeyer asked about the process of the general engineering bill from Snyder & Associates in regards to Bass Pro Drive. Community Services Director Vern Willey explained that a report has not been received yet. Council Member Mertz motioned to pay the allow bills except for the general engineering bill submitted by Snyder & Associates for Bass Pro Drive.

Roll Call Vote:

Y Boka Y Harmeyer 1 Mertz A O'Connor 2 Sloan (4-0)

****16. B2) Pay App #5 – Altoona 12th Ave. NW Water & Footing Drain Collector Improvements – Synergy Contracting, LLC. - \$10,216.60**

Council Member Harmeyer shared the complaints he has received on the project for the citizens. Council Member Jeremy Boka shared his concerns in regards to the progress of the project. City Engineer Jon Hanson shared the information on the progress and a plan of action to get the contractor to comply. No action was taken on this pay app.

17. Beer & Liquor Permits

a) **Target Store T-1939 - Class C Beer permit, Class B Wine permit (carryout wine – includes native wine), Class E Liquor License (LE)**

Chief Matherly explained there was no violation at this establishment.

Roll Call Vote:

Y Boka Y Harmeyer 1 Mertz A O'Connor 2 Sloan (4-0)

18. General Business Items/Reports and Updates

*Police Chief Jody Matherly stated that 186 lbs. of unwanted prescription drugs were taken in on the most recent Drug Drop Off Day and through the new Drug Drop Box located at the PD.

19. Adjourn at 7:05pm

Roll Call Vote:

Y Boka Y Harmeyer 1 Mertz A O'Connor 2 Sloan (4-0)

Attest to: _____
Amy S. Hill, Secretary

J.M. Skip Conkling, Mayor