

**CITY OF ALTOONA COUNCIL MEETING
MONDAY, JANUARY 7, 2008, 6:30 P.M.
AT THE ALTOONA CITY HALL**

1. CALL TO ORDER

Mayor Tim Burget called the meeting to order at 6:31pm. Mayor Burget swore in new Council Member Gerald Nolin.

Roll Call at 6:33 p.m.

| | | |
|----------------------|-------------------|-----------------|
| Mayor Burget-present | Conkling- present | Nolin- present |
| Riding- present | Sloan- present | Warren- present |

City Officials Present: Jeff Mark, Randy Pierce, Vern Willey, John Shaw, John Gray, Jerry Whetstone, Amy Hill, Attorney Bob Laden

Audience Present: Helen Blaney, Dennis Keller, Mary Ballard, Hollie Heffelfinger, Joan Nolin, Stephen Sexton, Florence Sexton, Ariel Verwers, Becky Derry, Charlie Lessmann, William J. Lillis, Ed Skinner, Dustin Williams, William Doughty, Danielle Thomas, Gary Helm, Jessica Rocchi

2. Perfecting and approval of the agenda

Roll Call Vote:

Y Conkling 2 Sloan 1 Riding Y Warren Y Nolin (5-0)

3. Approval of December 17,2007, Council Minutes

Motion to approve minutes as presented.

Roll Call Vote:

1 Conkling Y Sloan Y Riding 2 Warren Y Nolin (5-0)

4. Citizens request to address council

No one came forward to speak

5. Public Hearing to consider approval for plans, specifications, form of contract and estimated costs for I-80 Utility Project (Ambrose)

Mayor Burget stated this is the public hearing for the plans, specifications, and form of contract and estimated costs for the I-80 Utility project. Otherwise known as the Ambrose sanitary sewer and water line project.

Open Hearing at 6:34 pm

Public Comment: No one came forward to speak

Close Hearing at 6:35 pm

6. Resolution to approve the plans, specifications, form of contract and estimated costs for I-80 Utility Project

Mayor Burget stated that approval of this resolution would approve the plans, specifications, form of contract and estimated costs for the I-80 Utility Project.

Resolution #1-7-08 #01 RESOLUTION TO APPROVE THE PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COSTS FOR I-80 UTILITY PROJECT

Roll Call Vote:

Y Conkling Y Sloan Y Riding 2 Warren 1 Nolin (5-0)

7. Resolution to approve the contract and bond for I-80 Utility Project

Mayor Burget stated that approval of this resolution would approve the contract and bond for the I-80 Utility Project

Resolution #1-7-08 #02 RESOLUTION TO APPROVE THE CONTRACT AND BOND FOR I-80 UTILITY PROJECT

Roll Call Vote:

1 Conkling Y Sloan 2 Riding Y Warren Y Nolin (5-0)

8. Resolution making award of the contract for I-80 Utility Project

A motion to table this resolution was made by Council Member Joe Riding. Seconded by Council Member Stacey Warren.

Roll Call Vote:

Y Conkling Y Sloan 1 Riding 2 Warren Y Nolin (5-0)

9. Consider approval of cell tower lease

Mayor Burget asked City Administrator Jeff Mark to introduce this topic. City Administrator Mark stated that the US Cellular tower would be located on the far west end of the Street Department property located off of 5th Avenue. He also stated that with the possible future sale of the land that it had been determined by staff that we can still grant access. Council Member Skip Conkling voiced his disapproval of the location of the tower. Council Member Riding motioned the approval of the cell tower lease as long as the money received for the lease was earmarked for the Parks Trust Fund. Seconded by Council Member Michelle Sloan.

Roll Call Vote:

N Conkling 2 Sloan 1 Riding N Warren Y Nolin (3-2)

10. Resolution to approve a site plan for a US Cellular communications tower at the Street Shop

Mayor Burget stated that approval of this resolution would approve the cell tower at the Street Department property.

Resolution #1-7-08 #03 RESOLUTION TO APPROVE A SITE PLAN FOR A US CELLULAR COMMUNICATIONS TOWER AT THE STREET SHOP

Roll Call Vote:

N Conkling 2 Sloan 1 Riding Y Warren Y Nolin (4-1)

11. Resolution to approve a preliminary plat for Franzen Plat 4

Mayor Burget introduced this plat as the fourth in the NE industrial park and is 37.27 acres in size. The entire plat is zoned M-1 (Limited Industrial). It consists of two site lots (Lots 1 and 2), two outlots, and two lots planned for the future rail spur (lots C & D).

Steve Mosley, engineer for Snyder and Associates located at 2727 SW Snyder Blvd., Ankeny, IA 50023 presented the preliminary plan, and final plat for Franzen Plat 4.

Bill Lillis, Attorney for Connolly O'Malley Lillis Hansen Olson LLP located at 317 Sixth Avenue, Suite 300, Des Moines, IA 50309, representing Merchants Distribution presented the site plan for Merchants Distribution.

Ed Skinner, Attorney for Skinner Law Offices PC located at 204 8th Street SE, Altoona, IA 50009, spoke of his approval of the plats and site plan.

Motion to approve with the understanding that a plat of survey was still required was made by Council Member Riding. Seconded by Council Member Gerald Nolin.

Resolution #1-7-08 #04 RESOLUTION TO PRELIMINARY PLAT FOR FRANZEN PLAT 4

Roll Call Vote:

Y Conkling Y Sloan 1 Riding Y Warren 2 Nolin (5-0)

- 12. Resolution to approve a final plat for Franzen Plat 4**
Council Member Conkling motioned for approval with the same requirements as the preliminary plat. Seconded by Council Member Warren.
Resolution #1-7-08 #05 RESOLUTION TO FINAL PLAT FOR FRANZEN PLAT 4
 Roll Call Vote:
1 Conkling Y Sloan Y Riding 2 Warren Y Nolin (5-0)
- 13. Resolution to approve a site plan for Merchants Distribution**
Mayor Burget spoke that this resolution would approve the site plan for Merchants Distribution.
Resolution #1-7-08 #06 RESOLUTION TO APPROVE A SITE PLAN FOR MERCHANTS DISTRIBUTION
 Roll Call Vote:
1 Conkling Y Sloan Y Riding 2 Warren Y Nolin (5-0)
- 14. Resolution to approve endorsing the Altoona NE Industrial Area Phase II Improvements Project**
Mayor Burget spoke that the approval of this resolution was required by the IDOT for the application of RISE funds. The RISE application is for the storm sewer work and pavement of the extension of Adventureland Drive and a southern roadway 1200 feet to a rail spur that will serve Merchants Distribution.
Ed Skinner, Attorney for Skinner Law Offices PC located at 204 8th Street SE, Altoona, IA 50009, stated that the rail spur, Merchants Distribution and the RISE grant were all part of the same project with different phases.
Resolution #1-7-08 #07 RESOLUTION TO APPROVE ENDORSING THE ALTOONA NE INDUSTRIAL AREA PHASE II IMPROVEMENTS PROJECT
 Roll Call Vote:
Y Conkling Y Sloan Y Riding 2 Warren 1 Nolin (5-0)
- 15. Mayor Appointments**
- a) Mayor Pro-tem – Stacey Warren
 - b) Council Liaisons
 - Library Board – Michelle Sloan
 - Chamber of Commerce – Joe Riding
 - Economic Development – Jeff Mark
 - Tim Burget (alternate)
 - Park Board - Gerald Nolin
 - Planning & Zoning - Joe Riding
 - Altoona Campus - Joe Riding
 - Public Safety - Gerald Nolin
 - c) CIRDWC - Michelle Sloan
Skip Conkling (alternate)
 - d) Metro Waste - Stacey Warren
Tim Burget (alternate)
 - e) DART - Skip Conkling
 - f) WRA - Tom Hadden
Jeff Mark (alternate)
 - g) WRA Tech - Jim Utter
Karen Oppelt (alternate)
 - h) MAC - Skip Conkling
Tim Burget
 - i) CVB - Tim Burget
Stacey Warren (alternate)

- j) **E911 Service Board - John Gray**
Jerry Whetstone (alternate)
- k) **Board of Adjustment - Lea Morris**
Bob Hall
- l) **Parks Board - Madonna Warren**
Howard Johnson
Phyllis Murphy

16. Organizational Resolutions

- a) **City Attorney – Bob Laden**

Resolution #1-7-08 #08 RESOLUTION TO APPROVE CITY ATTORNEY

Roll Call Vote:

 Y Conkling Y Sloan Y Riding 1 Warren 2 Nolin (5-0)

- b) **Police Attorney – Laden & Pearson PC**

Resolution #1-7-08 #09 RESOLUTION TO APPROVE POLICE ATTORNEY

Roll Call Vote:

 Y Conkling 2 Sloan Y Riding 1 Warren Y Nolin (5-0)

- c) **City Clerk – Randy Pierce**

Resolution #1-7-08 #10 RESOLUTION TO APPROVE CITY CLERK

Roll Call Vote:

 Y Conkling 2 Sloan Y Riding 1 Warren Y Nolin (5-0)

- d) **Official Newspaper – Altoona Herald - Mitchellville Index & Des Moines Register**

Resolution #1-7-08 #11 RESOLUTION TO APPROVE OFFICIAL NEWSPAPER

Roll Call Vote:

 1 Conkling Y Sloan Y Riding Y Warren 2 Nolin (5-0)

- e) **Official Depository - Community State Bank** **\$30,000,000.00**
Bank Altoona **\$30,000,000.00**
Legacy Bank **\$95,000,000.00**
US Bank **\$30,000,000.00**
Iowa Public Trust **\$30,000,000.00**
Great Western Bank **\$30,000,000.00**
Edward D. Jones **\$ 1,000,000.00**

Resolution #1-7-08 #12 RESOLUTION TO APPROVE OFFICIAL DEPOSITORY

Roll Call Vote:

 Y Conkling 2 Sloan Y Riding 1 Warren Y Nolin (5-0)

- f) **Polk County Emergency Management Agency - Tim Burget**
Jerry Whetstone (alternate)

Resolution #1-7-08 #13 RESOLUTION TO APPROVE POLK COUNTY EMERGENCY MANAGEMENT AGENCY

Roll Call Vote:

 Y Conkling Y Sloan 2 Riding Y Warren 1 Nolin (5-0)

**g) Planning and Zoning Board – Dennis Armantrout
Resolution #1-7-08 #14 RESOLUTION TO APPROVE PLANNING AND ZONING
BOARD**

Roll Call Vote:

1 Conkling Y Sloan Y Riding 2 Warren Y Nolin (5-0)

17. Swearing in of Board and Commission Members

No board or commission members present to be sworn in.

18. Consent Agenda

a) **Allow Bills**

b) **Capital Project**

B1) **Pay App #1 – Adventureland Dr. Water Tower Control and Lights – JETCO, Inc. - \$9,500**

B2) **Pay App #2 – Adventureland Dr. Water Tower Control and Lights – JETCO, Inc. - \$50,000**

B3) **Pay App #19- Altoona Campus 2006 Expansion – Russell Construction - \$10,659.86**

c) **Set Public Hearing for January 21, 2008, at 6:30 pm to consider a rezoning request from Stephen and Florence Sexton to rezone 13.6 acres from A-1 (Agricultural) to Conditional M-1 (Limited Industrial)**

d) **Set Public Hearing for January 21, 2008, at 6:30 p.m. to consider annexation petitions (area located north of NE 54th Avenue and west of NE 80th Street)**

e) **Resolution approving Requests for Tax Abatement**

Resolution #1-7-08 #15 RESOLUTION TO APPROVING REQUESTS FOR TAX ABATEMENT

f) **Consider approval for Contract for Professional Services NW Commercial Area – Capital Meadows 36th Avenue NW Improvements Project.**

g) **Consider approval for Contract for Professional Services RISE Grant funding application NE Industrial Improvements Project Phase II**

Roll Call Vote:

2 Conkling Y Sloan 1 Riding Y Warren Y Nolin (5-0)

19. Beer and Liquor Permits

a) **Altoona Floral and Gifts – Class B (Native Wine)**

Police Chief John Gray stated that there were no violations at this establishment.

Roll Call Vote:

Y Conkling Y Sloan 2 Riding 1 Warren Y Nolin (5-0)

b) **Adventureland Inn – Class B (Hotel/Motel Liquor License)**

Police Chief John Gray stated that there were no violations at this establishment.

Roll Call Vote:

1 Conkling 2 Sloan Y Riding Y Warren Y Nolin (5-0)

c) **Adventureland Inn – Class E (Carry-out Liquor License)**

Police Chief John Gray stated that there were no violations at this establishment.

Roll Call Vote:

Y Conkling Y Sloan Y Riding 1 Warren 2 Nolin (5-0)

d) Adventureland Park Palace Theater – Class C (Commercial Liquor License)

Police Chief John Gray stated that there were no violations at this establishment.

Roll Call Vote:

Y Conkling 1 Sloan Y Riding 2 Warren Y Nolin (5-0)

20. General Business Items/Reports and Updates

Mayor Tim Burget shared the Altoona Historical Society received a \$10,000 grant from Prairie Meadows for renovations of Altoona Historical Society.

Council Member Warren shared that the letter received from ISU extension in regards to the Polk County Master Gardeners was a pleasure to read. She expressed her appreciation to the gardeners for all the hard work and congratulated them for the beautiful results, stating the gardens are a real asset to the community.

Council Member Riding shared that the Altoona Campus hosted their open house this past Saturday. The Campus had exceeded their expectations with the amount of new memberships.

Fire Chief Jerry Whetstone shared the Fire Department also received a \$10,000 grant from Prairie Meadows for a mobile EMS unit that will be able to better assist people who are injured or suffer illness while on the trails or bike paths.

21. Adjourn

Roll Call Vote:

1 Conkling 2 Sloan Y Riding Y Warren Y Nolin (5-0)

Attest to:

Amy Hill, Secretary

Timothy J. Burget, Mayor