

CITY OF ALTOONA COUNCIL MEETING  
TUESDAY, JANUARY 2, 2018, 6:30 P.M.  
AT THE ALTOONA CITY HALL

1. **CALL TO ORDER**

Roll Call at 6:30 pm

Mayor O'Connor- present

Mertz- present

Duer - present

Boka - present

Sloan - present

Willey - present

**City Officials Present:** Jeff Mark, Randy Pierce, Greg Stallman, Jason Ferguson, Jared Ogbourne, Lee Richardson, John Shaw, Jon Hanson, Jim Utter, Scott Atzen, Amy Hill, City Attorney Bob Laden, Anthony Rauterberg, Joe Bonewitz

**Audience Present:** Sally Duer, Tom Duer, Joe Shepherd, Michelle Duer, Bob Sutton, Carol Sutton, Alex Payne

2. **Swearing in of new council member**

Mayor Dean O'Connor swore in the new council member Scott Duer.

3. **Resolution #01-02-2018 #01 TO APPOINT MICHELLE SLOAN TO FILL VACANT COUNCIL SEAT**

Roll Call Vote:

2 Boka Y Duer Y Mertz 1 Willey (4-0)

4. **Swearing in of appointed council member (Michelle Sloan)**

Mayor O'Connor swore in the appointed council member Michelle Sloan.

5. **Ceremonial swearing in of the new fire chief**

Mayor O'Connor swore in the new Fire Chief Jared Ogbourne.

6. **Perfecting and approval of the agenda**

Council Member Jeremy Boka requested an amendment to item #13e. He requested the primary representative be Scott Duer and the alternate will remain Jeff Mark.

Roll Call Vote:

Y Boka Y Duer Y Mertz 2 Sloan 1 Willey (5-0)

7. **Approval of December 18, 2017 Council Minutes**

Roll Call Vote:

2 Boka Y Duer 1 Mertz Y Sloan Y Willey (5-0)

8. **Citizens request to address council**

No one came forward to speak.

9. **Public hearing to consider amendment to the City of Altoona Code of Ordinances**

**Chapter 98.01 (Wastewater Service Charges - Rates)(1<sup>st</sup> Reading)**

City Clerk Randy Pierce explained the City's financial consultants (PFM), are recommending that the wastewater service charge-rates need to be increased to maintain the appropriate fund balances in our Wastewater Utility. PFM has recommended that the rate be increased to \$7.62 per 1,000 gallons, effective January 1, 2018. This represents a 29 cent increase. The current rate is \$7.33 per 1,000 gallons.

Open hearing at 6:36pm

Comments: No one came forward to speak.

Closed hearing at 6:37pm

10. Ordinance #01-02-2018 #01 (482) AMENDING THE CODE OF ORDINANCES OF THE CITY OF ALTOONA, IOWA, 2004 BY AMENDING CHAPTER 98.01 (Wastewater Service Charges - Rates)(1<sup>st</sup> reading)  
 Roll call vote (1<sup>st</sup> Reading):  
2 Boka Y Duer Y Mertz Y Sloan 1 Willey (5-0)  
 Roll call vote (To waive 2<sup>nd</sup> & 3<sup>rd</sup> Reading):  
2 Boka Y Duer Y Mertz Y Sloan 1 Willey (5-0)  
 Roll call vote (To publish):  
2 Boka Y Duer Y Mertz Y Sloan 1 Willey (5-0)
11. Ordinance #12-18-2017 #01 (481) TO REZONE 32.0 ACRES, OWNED BY COUNTRY COVE PARK LLC, FROM A-1 (Agricultural) to R-1 (Single-family Residential)(2<sup>nd</sup> Reading) (John)  
 Roll call vote (2<sup>nd</sup> Reading):  
2 Boka Y Duer Y Mertz Y Sloan 1 Willey (5-0)  
 Roll call vote (To waive 3<sup>rd</sup> Reading):  
Y Boka 2 Duer Y Mertz Y Sloan 1 Willey (5-0)  
 Roll call vote (To publish):  
1 Boka Y Duer Y Mertz Y Sloan 2 Willey (5-0)
12. Resolution #01-02-2018 #02 TO CONSIDER APPROVAL OF A PRELIMINARY PLAT FOR COUNTRY COVE PARK  
Community Development Director Shaw explained Country Cove Park, LLC is seeking preliminary plat approval for Country Cove Park. This is a 32 acre property located east of the Country Cove subdivision on 17<sup>th</sup> Street SE and south of 6<sup>th</sup> Avenue SE.  
 Roll Call Vote:  
1 Boka 2 Duer Y Mertz Y Sloan Y Willey (5-0)
13. Consider approval of Mayor's appointments  
 a. Central Iowa Regional Drinking Water Commission - Primary: Vern Willey; Alternate: Scott Duer  
 b. Convention & Visitors Bureau - Primary: Dean O'Connor; Alternate: Kyle Mertz  
 c. BRAVO - Scott Duer  
 d. Water Reclamation Authority Management - Primary: Vern Willey  
 e. EPIC - Primary: Scott Duer; Alternate: Jeff Mark  
 Roll Call Vote:  
Y Boka Y Duer 1 Mertz 2 Sloan Y Willey (5-0)
14. Resolution to approve Council appointments  
 a. Resolution #01-02-2018 #03 TO DESIGNATE REPRESENTATIVES FROM THE CITY OF ALTOONA, IOWA TO THE METRO WASTE AUTHORITY'S BOARD OF DIRECTORS - PRIMARY: DEAN O'CONNOR; ALTERNATE: JEREMY BOKA  
 b. Resolution #01-02-2018 #04 APPOINTING THE CITY ATTORNEY - BOB LADEN (LADEN & PEARSON)  
 c. Resolution #01-02-2018 #05 APPOINTING THE CITY ATTORNEY - POLICE - BOB LADEN (LADEN & PEARSON)  
 d. Resolution #01-02-2018 #06 APPOINTING THE CITY OF ALTOONA'S REPRESENTATION TO THE MPO PRIMARY: KYLE MERTZ & VERN WILLEY; ALTERNATE: JEFF MARK & JEREMY BOKA  
 MPO TECH: PRIMARY: JOHN SHAW & JON HANSON; ALTERNATE: CHAD QUICK & SCOTT ATZEN  
 e. Resolution #01-02-2018 #07 NAMING OFFICIAL PAPER(S) IN GENERAL CIRCULATION (DES MOINES REGISTER)  
 f. Resolution #01-02-2018 #08 APPROVING THE CITY OF ALTOONA'S OFFICIAL DEPOSITORY LIST (COMMUNITY STATE BANK, BANK ALTOONA, LEGACY BANK, US BANK, IOWA PUBLIC TRUST, GREAT WESTERN BANK, BANKERS TRUST & EDWARD D. JONES)  
 g. Resolution #01-02-2018 #09 APPOINTING THE CITY CLERK - RANDY PIERCE

- h. Resolution #01-02-2018 #10 APPOINTING BRANT ANDERSON AS THE CITY OF ALTOONA'S REPRESENTATIVE TO THE POLK COUNTY AVIATION AUTHORITY
- i. Resolution #01-02-2018 #11 TO DESIGNATE REPRESENTATIVES FROM THE CITY OF ALTOONA, IOWA TO THE POLK COUNTY EMERGENCY MANAGEMENT COMMISSION (PRIMARY: JEREMY BOKA; ALTERNATES: GREG STALLMAN AND JARED OGBOURNE)
- j. Resolution #01-02-2018 #12 to appoint a member and alternate member(s) to the Polk County E911 Service Board - Primary: Greg Stallman; Alternate: Jared Ogbourne
- k. Resolution #01-02-2018 #13 APPOINTING BOARD OF ADJUSTMENT MEMBER(S) - BOB HALL, LEA MORRIS
- l. Resolution #01-02-2018 #14 APPOINTING PLANNING AND ZONING COMMISSION MEMBER(S) - ANNE LOHMEIER, ERIC GJERSVIK

Roll Call Vote:

1 Boka Y Duer Y Mertz 2 Sloan Y Willey (5-0)

15. Receive and file Mayor's assignments and appointments

- a. Mayor Pro-Tem - Kyle Mertz
- b. Library Board liaison
- c. Chamber of Commerce liaison - Jeremy Boka
- d. Park Board liaison - Scott Duer
- e. Planning & Zoning Commission liaison
- f. Altoona Campus liaison - Kyle Mertz
- g. Public Safety liaison - Jeremy Boka
- h. Homeland Security - Primary: Jared Ogbourne; Alternate: Greg Stallman
- i. Water Reclamation Authority Technical Advisory Committee - Primary: Jim Utter; Alternate: Karen Oppelt
- j. Water Reclamation Authority Finance Committee - Primary: Vern Willey; Alternate: Randy Pierce
- k. Watershed Four Mile - Primary: Vern Willey; Alternate: Karen Oppelt
- l. Watershed Mud Creek - Primary: Vern Willey; Alternate: Karen Oppelt

Roll Call Vote:

Y Boka Y Duer 1 Mertz Y Sloan 2 Willey (5-0)

16. Consider Consent Agenda

- a) Allow Bills
- b) Capital Projects
  - B1) Change Order - Spring Lake Construction - 8<sup>th</sup> St. SW Subdrain Project - (\$20,683.25)
  - B2) Pay App #6 - C.L. Carroll Company - Altoona Water Treatment Plant #3 Expansion - \$80,275.00
  - B3) Pay App #1 - Jackson Creek Enterprises, Inc. - 2017 Water Plant #3 - Water Main Improvements - \$47,778.35
  - B4) Pay App #2 - Jackson Creek Enterprises, L.C. - NE 41<sup>st</sup> Ave Water Main Improvements \$500.00
  - B5) Pay App #6 - Morris Enterprises, Inc. - Casebeer Drive Water Main Improvements - \$750.00
- c) Resolution #01-02-2018 #15 LEVYING ASSESSMENT FOR COSTS OF NUISANCE ABATEMENT BHNAC SCHEDULE NO. 2017-06, AND PROVIDING FOR THE PAYMENT THEREOF
- d) Resolution #01-02-2018 #16 ACCEPTING PUBLIC IMPROVEMENTS (NE 41<sup>ST</sup> AVENUE WATER MAIN IMPROVEMENTS)
- e) Resolution #01-02-2018 #17 ACCEPTING PUBLIC IMPROVEMENTS (IRONWOOD SOUTH PLAT 5)
- f) Resolution #01-02-2018 #18 ACCEPTING PUBLIC IMPROVEMENTS (8<sup>TH</sup> STREET SUBDRAIN PROJECT)
- g) Resolution #01-02-2018 #19 APPROVING TAX ABATEMENT REQUESTS

Roll Call Vote:

2 Boka Y Duer Y Mertz Y Sloan 1 Willey (5-0)

17. Beer and Liquor Permits

- a) Adventureland Park Palace Theater - Class C Liquor License (LE)(Commercial), Class B Native Wine Permit, Sunday & Outdoors Sales

Lieutenant Jason Ferguson stated there are no violations at this establishment.

Roll Call Vote:

Y Boka 2 Duer Y Mertz 1 Sloan Y Willey (5-0)

- b) Adventureland Inn - Class E Liquor License (LE), Class B Wine Permit (Carryout Wine - includes Native Wine), Class C Beer Permit (Carryout Beer), Sunday Sales

Lieutenant Ferguson stated there are no violations at this establishment.

Roll Call Vote:

Y Boka 2 Duer Y Mertz 1 Sloan Y Willey (5-0)

- c) Adventureland Inn - Class B Liquor License (LB)(Hotel/Motel), Catering Privilege, Sunday Sales

Lieutenant Ferguson stated there are no violations at this establishment.

Roll Call Vote:

Y Boka 2 Duer Y Mertz 1 Sloan Y Willey (5-0)

18. General Business & Department Head Reports & Updates

The following department heads provided updates to the council: Police Chief Greg Stallman, Public Works Director Scott Atzen, City Engineer Hanson, Director Shaw, Public Utilities Director Jim Utter, Assistant Fire Chief Lee Richardson and Fire Chief Jared Ogbourne.

\*City Clerk Pierce shared an update on budget items. Also, he stated the special election for the seat vacated by Council Member Sloan will be March 6<sup>th</sup>. If you know interested people he/she will need to have the paperwork submitted by January 18<sup>th</sup> at 5:00pm.

\*City Administrator Jeff Mark gave an update on RFQ process for the City Hall/Police Station. He also reminded the council about the Healthy Altoona Partnership meeting tomorrow (Wednesday) at 8:30am.

\*Council Member Kyle Mertz gave an update on the MPO Executive Committee.

\*Council Member Vern Willey reminded the council about the EPIC Open House on January 11<sup>th</sup> in Pleasant Hill.

\*Mayor O'Connor provided an update on Metro Waste Authority.

19. Update on Prairie Crossing

No update given.

20. Adjourn at 6:58 pm

Roll Call Vote:

Y Boka 1 Duer Y Mertz 2 Sloan Y Willey (5-0)

Attest to: \_\_\_\_\_  
Amy S. Hill, Secretary

\_\_\_\_\_  
Dean O'Connor, Mayor