

CITY OF ALTOONA COUNCIL MEETING  
MONDAY, JANUARY 4, 2016, 6:30 P.M.  
AT THE ALTOONA CITY HALL

1. CALL TO ORDER

Roll Call at 6:30 pm

Mayor Conkling - present

Boka - present

Mertz- present

O'Connor - present

Sloan- present

Willey - present

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

Audience Present: Melissa Horton, Erin Ollendike, Jessica Lynch, Morgan Clark, Jerry Steenhoek

2. Perfecting and approval of the agenda

Mayor Skip Conkling requested to approve the agenda as presented.

Roll Call Vote:

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

3. Swear in Vern Willey II as the new Council Member

4. Approval of December 21, 2015, Council Minutes

Roll Call Vote:

Y Boka Y Mertz Y O'Connor 1 Sloan 2 Willey (5-0)

5. Citizens request to address council

No one came forward to speak.

6. Public Hearing to discuss a request from Premier Property LLC and Landmark Development Services to rezone 36.49 acres from A-1 (Agricultural) to R-5 PUD)

Erin Ollendike of Civil Design Advantage, 3406 SE Crossroads Dr., Grimes, representing Premier Property LLC and Landmark Development Services explained they are proposing to rezone 36.49 acres from A-1 (Agricultural) to R-5 (PUD). The property is located east of the Meadow Vista Parkside development and is an extension of 17<sup>th</sup> Street SW.

Hearing opened: 6:34pm

Comments: No one came forward to speak.

Hearing closed: 6:36pm

7. Ordinance No. 1-4-2016 #01 (420) TO REZONE 36.49 ACRES FROM A-1 (AGRICULTURAL) TO R-5 PUD) (1<sup>st</sup> Reading)

Roll Call Vote (1<sup>st</sup> Reading):

Y Boka 1 Mertz 2 O'Connor Y Sloan Y Willey (5-0)

Roll Call Vote (To waive 2<sup>nd</sup> & 3<sup>rd</sup> Reading):

2 Boka Y Mertz 1 O'Connor Y Sloan Y Willey (5-0)

Roll Call Vote (To Publish):

Y Boka Y Mertz Y O'Connor 2 Sloan 1 Willey (5-0)

8. Public Hearing to discuss a request from Premier Property LLC and Landmark Development Services for a development plan for 73 single-family homes on 36.49 acres. The request includes reduced yard setbacks and lot widths.

Hearing opened: 6:37pm

Comments: No one came forward to speak.

Hearing closed: 6:38pm

9. Resolution 1-4-2016 #01 TO APPROVE A DEVELOPMENT PLAN FROM PREMIER PROPERTY LLC AND LANDMARK DEVELOPMENT SERVICES FOR 73 SINGLE-FAMILY HOMES ON 36.49 ACRES  
Roll Call Vote:  
Y Boka 1 Mertz 2 O'Connor Y Sloan Y Willey (5-0)
10. RESOLUTION 1-4-2016 #02 TO CONSIDER RECORD OF LOT TIE FOR LOT 1 AND LOT B OF NANCY ANN ESTATES PLAT 1  
Community Development Director John Shaw explained Bridlewood Apartments, located at 108 5<sup>th</sup> Avenue NW, needs a record of "Lot-Tie" in order to proceed with their request for site plan approval. Several years ago, the City sold an old right-of-way to Bridlewood. They now want to construct garages on that portion of their property. The record of "Lot-Tie" is needed to combine the old street lot with the larger Bridlewood property.  
Roll Call Vote:  
Y Boka Y Mertz 1 O'Connor Y Sloan 2 Willey (5-0)
11. RESOLUTION 1-4-2016 #03 TO CONSIDER A SITE PLAN FOR A GARAGE ADDITION AT BRIDLEWOOD APARTMENTS  
Jerry Steenhoek, 108 5<sup>th</sup> Ave. NW, explained that Bridlewood Apartments is seeking site plan approval to construct 20 garage stalls in two new buildings on the south side of their property. He also explained that they have worked with City staff for storm water drainage on site.  
Roll Call Vote:  
2 Boka 1 Mertz Y O'Connor Y Sloan Y Willey (5-0)
12. Consider emergency funding for Water Plant #1 Well #2 repair  
City Administrator Jeff Mark explained Well #2 at water plant #1 has failed and needs to be either repaired or replaced. Staff would like to replace the broken turbine pump with a submersible pump. Staff needs direction from council which way to proceed so they can obtain quotes. Council Member Vern Willey stated that the submersible pump costs more initially but requires less maintenance by staff or contractors over time and life expectancy is longer. Council directed staff to get additional quotes for a submersible pump.  
Roll Call Vote:  
Y Boka 1 Mertz Y O'Connor Y Sloan 2 Willey (5-0)
13. Resolution to approve Mayor's appointments requiring Council approval
- Central Iowa Regional Drinking Water Commission - Primary: Vern Willey; Alternate: Michelle Sloan
  - Metro Waste Authority - Primary: Dean O'Connor; Alternate: Skip Conkling
- RESOLUTION 1-4-2016 #04 TO DESIGNATE REPRESENTATIVES FROM THE CITY OF ALTOONA, IOWA TO THE METRO WASTE AUTHORITY'S BOARD OF DIRECTORS
- Water Reclamation Authority Management - Primary: Skip Conkling; Alternate: Vern Willey
  - Convention & Visitors Bureau - Primary: Skip Conkling; Alternate: Dean O'Connor
  - Metro Planning Organization - Primary: Kyle Mertz & Jeremy Boka; Alternate: Skip Conkling & Vern Willey
- RESOLUTION 1-4-2016 #05 APPOINTING THE CITY OF ALTOONA'S REPRESENTATION TO THE MPO
- Metro Planning Organization Technical Advisory - Primary: John Shaw & Jon Hanson; Alternate: Chad Quick & Rachel Rozendaal
  - BRAVO - Kyle Mertz
  - E-911 Service Board - Primary: Jody Matherly; Alternate: Jerry Whetstone
- RESOLUTION 1-4-2016 #05 TO APPOINT A MEMBER AND ALTERNATE MEMBER(S) TO THE POLK COUNTY E911 SERVICE BOARD  
Roll Call Vote:  
Y Boka 2 Mertz 1 O'Connor Y Sloan Y Willey (5-0)
14. Resolution to approve Council appointments
- Planning & Zoning Commission - Jill Pudenz (reappointment), Scott Henry (reappointment)

RESOLUTION 1-4-2016 #07 APPOINTING PLANNING AND ZONING COMMISSION MEMBER(S)

- b. City Clerk - Randy Pierce  
RESOLUTION 1-4-2016 #08 APPOINTING THE CITY CLERK
- c. City Attorney - Bob Laden (Laden & Pearson)  
RESOLUTION 1-4-2016 #09 APPOINTING THE CITY ATTORNEY
- d. Police Attorney - Bob Laden (Laden & Pearson)  
RESOLUTION 1-4-2016 #10 APPOINTING THE CITY ATTORNEY - POLICE
- e. Official Newspaper - Des Moines Register  
RESOLUTION 1-4-2016 #11 NAMING OFFICIAL PAPER(S) IN GENERAL CIRCULATION
- f. Official Depository - Community State Bank, Bank Altoona, Legacy Bank, US Bank, Iowa Public Trust, Great Western Bank, Bankers Trust & Edward D. Jones  
RESOLUTION 1-4-2016 #12 APPROVING THE CITY OF ALTOONA'S OFFICIAL DEPOSITORY LIST
- g. Polk County Aviation Board - Brant Anderson  
RESOLUTION 1-4-2016 #13 APPOINTING BRANT ANDERSON AS THE CITY OF ALTOONA'S REPRESENTATIVE TO THE POLK COUNTY AVIATION AUTHORITY
- h. Polk County Emergency Management Commission - Primary: Skip Conkling; Alternates: Jeremy Boka and Jerry Whetstone  
RESOLUTION 1-4-2016 #14 TO DESIGNATE REPRESENTATIVES FROM THE CITY OF ALTOONA, IOWA TO THE POLK COUNTY EMERGENCY MANAGEMENT COMMISSION

Roll Call Vote:

Y Boka 1 Mertz 2 O'Connor Y Sloan Y Willey (5-0)

- 15. Receive and file Mayor's assignments and appointments
  - a. Mayor Pro-Tem - Kyle Mertz
  - b. Library Board liaison - Michelle Sloan
  - c. Chamber of Commerce liaison - Jeremy Boka
  - d. Economic Development liaison - Primary: Skip Conkling; Alternate: Jeff Mark
  - e. Park Board liaison - Vern Willey
  - f. Planning & Zoning Commission liaison - Michelle Sloan
  - g. Altoona Campus liaison - Dean O'Connor
  - h. Public Safety liaison - Skip Conkling
  - i. Board of Adjustment - John Rullman (reappointment), Dale Sikes (reappointment)
  - j. Park Board - Lynette Richey (reappointment), Brigid Ernst (reappointment), Shane Isley (reappointment), Tom Downs (new appointment)
  - k. Homeland Security - Primary: Jerry Whetstone; Alternate: Jeff Mark
  - l. Water Reclamation Authority Technical Advisory Committee - Primary: Jim Utter; Alternate: Karen Oppelt

Roll Call Vote:

Y Boka 1 Mertz Y O'Connor 2 Sloan Y Willey (5-0)

- 16. Consider Consent Agenda
  - a) Allow Bills
  - b) RESOLUTION 1-4-2016 #15 TO APPROVE TAX ABATEMENT REQUESTS
  - c) Consider supplemental agreement #1 to Kirkham & Michael professional services agreement
  - d) Consider approval of Metro-Area Fire Investigation Task Force Memorandum Of Understanding
  - e) Set a special meeting for Wednesday, January 13, 2016, at 1:30pm at American Packaging in Story City, Iowa

Roll Call Vote:

Y Boka Y Mertz Y O'Connor 2 Sloan 1 Willey (5-0)

- 17. Beer & Liquor Permits
  - a) Walmart Super Center - Class E Liquor License (LE), Class B Wine Permit (Carry out wine-includes Native Wine), Class C Beer Permit & Sunday Sales  
Chief Jody Matherly stated there are no violations at this establishment.

Roll Call Vote:

Y Boka Y Mertz Y O'Connor 1 Sloan 2 Willey (5-0)

18. General Business Items/Reports and Updates

\*Council Member Kyle Mertz shared that the STP sub-committee will be meeting this month to begin discussing MPO funding.

\*Council Member Willey shared the Campus roof repair should be completed soon.

\*Council Member Dean O'Connor shared his appreciation with the early Campus boards that had forethought to create a reserve restricted fund to help cover emergency repairs at the Campus.

19. Adjourn at 6:49pm

Roll Call Vote:

Y Boka Y Mertz Y O'Connor 2 Sloan 1 Willey (5-0)

Attest to:

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Amy Hill, Secretary

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J.M. Skip Conkling, Mayor