

CITY OF ALTOONA COUNCIL MEETING
MONDAY, AUGUST 7, 2017, 6:30 P.M.
AT THE ALTOONA CITY HALL

1. **CALL TO ORDER**

Roll Call at 6:30 pm

Mayor - vacant

Boka - present

Mertz- present

O'Connor - present

Sloan- present

Willey - absent

City Officials Present: Jeff Mark, Randy Pierce, Jerry Whetstone, Greg Stallman, Jason Ferguson, John Shaw, Jon Hanson, Scott Atzen, Jim Utter, Amy Hill, City Attorney Bob Laden, Jeanie Conkling

Audience Present: Russell Wilkins, Ric Powell, Russell McCuen, Melissa Horton, Phyllis Murphy, Brett McAllister, Alex Payne, Shelley Payne

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

City Clerk Randy Pierce requested agenda be amended to include item #3a.- Citizens request to address council which was accidently deleted from the agenda.

Roll Call Vote:

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

3. **Approval of July 17 and 24, 2017 Council Minutes**

Roll Call Vote:

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

3a. **Citizens request to address council**

*Russell Wilkins representing Altoona Christian Church, 2890 1st Ave. S, requested council waive the late fee and red tag fee because the church never received the bill. Mayor Pro-Tem O'Connor gave a review of the church's account the last five years. City Clerk Randy Pierce stated the option of automatic deposit has been shared as an option for the church to avoid the penalties and late fees. Council Member Michelle Sloan recommended the church sign up for automatic payments.

*Ric Powell, 5930 Cardinal Ct, Pleasant Hill, introduced himself to council and shared he was running for SEP School Board.

*Russell McCuen - 226 35th St. SE, stated he had received a letter regarding his responsibility to mow the ditch behind his home. He shared that this is difficult with a regular push behind mower to access this area. City Administrator Jeff Mark stated he would review the area with staff and contact Mr. McCuen about what he finds out.

4. **Resolution #08-07-2017 #01 TO APPOINT AN INDIVIDUAL TO FILL VACANT MAYOR'S SEAT**

Roll Call Vote:

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

Mayor Pro-Tem O'Connor swore in Caryl Jean Conking to fill the mayor's role until the results of the November city election.

*Council Member Sloan left at 6:49pm

5. **Resolution #08-07-2017 #02 TO CONSIDER A FINAL PLAT FOR BROOKHAVEN ESTATES PLAT 1**

Community Development Director John Shaw explained the developer, Diamond Development, is seeking final plat approval for Brookhaven Estates Plat 1. The property is located west of Clay Estates, north of 36th Street SW and south of Ironwood South. The plat is 17.74 acres in size and the plat includes 38 single-family lots and one Outlot for the storm water detention. All of the lots in this plat are at least 70 feet wide. Council Member Jeremy Boka motioned approval subject to deficiencies.

Roll Call Vote:

1 Boka 2 Mertz Y O'Connor A Sloan A Willey (3-0)

6. Consider approval of agreement with Iowa Interstate Railroad, Ltd. for the 1st Ave. Crossing
City Engineer Jon Hanson explained as part of the future improvements to 1st Avenue from 8th Street thru 9th Street NE, the City will need to coordinate railroad crossing improvements with Iowa Interstate Railroad, LTD (IAIS). The agreement calls for IAIS to perform the improvements in 2018.

Roll Call Vote:

2 Boka 1 Mertz Y O'Connor A Sloan A Willey (3-0)

7. Consider coordinator proposal with Central Iowa Watershed Management Authorities
Public Works Director Jim Utter explained the agreement is the same as the current agreement. The original agreement for only 1 year. This agreement is for a period of 3 years through September of 2020.

Roll Call Vote:

Y Boka 1 Mertz 2 O'Connor A Sloan A Willey (3-0)

8. Consider request for extension of hours until 10:30pm for Fireside Grille sponsored Music on the Plaza for August 25, 2017

Mayor Pro-Tem O'Connor explained Fireside Grille is requesting to extend the hours for the August 25th, 2017 "Music on the Plaza" event. This is the last scheduled event for the season.

Roll Call Vote:

2 Boka 1 Mertz Y O'Connor A Sloan A Willey (3-0)

9. Discuss Safer Grant

City Administrator Mark shared that staff have heard back on a couple of the questions they had in regards to the Safer Grant. The council is not required at this time to vote on this grant.

10. Consider Consent Agenda

a) Allow Bills

b) Capital Projects

B1) Change Order #2 - Elder Corporation - Gay Lea Wilson Trail Extension - \$10,072.25

B2) Pay App #5 - Elder Corporation - Gay Lea Wilson Trail Extension - \$161,956.58

B3) Pay App #2 - C.L. Carroll Company, Inc. - Altoona Water Treatment Plant #3 - \$47,500.00

B4) Pay App #2 - Jackson Creek Enterprises - 2017 Water Main Replacement Project - \$89,339.90

B5) Pay App #1 - Elder Corporation - Sam Wise Parking Lot Improvements 2017 - \$80,192.83

B6) Pay App #1 - Spring Lake Construction - 8th St. Subdrain Project - \$27,833.10

c) Consider approval of supplement agreement with Snyder & Associates for 8th St. Subdrain Project

d) Consider hold harmless agreement between the City of Altoona and Blake and Kristine Penquite (4190 NE Casebeer)

e) Consider approval of submitting 2017 REAP grant application

f) Consider approval of renewal addendum for general turf mowing and trimming services contract between the City of Altoona and A.D.A. Mowing

g) Resolution #08-07-2017 #03 ACCEPTING TEMPORARY CONSTRUCTION EASEMENT FOR CONSTRUCTION OF THE ROADWAY IMPROVEMENTS - ADVENTURELAND DRIVE PROJECT (PRAIRIE CROSS INVESTMENT, INC. - \$1.00)

h) Resolution #08-07-2017 #04 ACCEPTING PERMANENT UTILITY EASEMENT FOR CONSTRUCTION OF THE ROADWAY IMPROVEMENTS - ADVENTURELAND DRIVE PROJECT (PRAIRIE CROSSING INVESTMENT, INC. - \$1.00)

- i) Resolution #08-07-2017 #05 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT FOR CONSTRUCTION OF THE ROADWAY IMPROVEMENTS - ADVENTURELAND DRIVE PROJECT (PRAIRIE CROSSING INVESTMENT, INC. - \$1.00)
- j) Resolution #08-07-2017 #06 ACCEPTING TEMPORARY CONSTRUCTION EASEMENT FOR CONSTRUCTION OF THE ROADWAY IMPROVEMENTS - ADVENTURELAND DRIVE PROJECT (QUALITY TRAILER SALES, INC. - \$11,780.00)
- k) Resolution #08-07-2017 #07 ACCEPTING PERMANENT SIDEWALK EASEMENT FOR CONSTRUCTION OF THE ROADWAY IMPROVEMENTS - ADVENTURELAND DRIVE PROJECT (QUALITY TRAILER SALES, INC. - \$5,480.00)
- l) Resolution #08-07-2017 #08 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT FOR CONSTRUCTION OF THE ROADWAY IMPROVEMENTS - ADVENTURELAND DRIVE PROJECT (QUALITY TRAILER SALES, INC. - \$7,840.00)
- m) Resolution #08-07-2017 #09 TO PURCHASE LAND BY WARRANTY DEED FOR CONSTRUCTION OF THE ROADWAY IMPROVEMENTS - ADVENTURELAND DRIVE PROJECT (QUALITY TRAILER SALES, INC. - \$28,190.00)
- n) Resolution #08-07-2017 #10 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT FOR CONSTRUCTION OF THE ADVENTURELAND DRIVE WIDENING PROJECT (BREEN PROPERTIES, L.C. - \$2,400.00)
- o) Resolution #08-07-2017 #11 ACCEPTING PERMANENT SIDEWALK EASEMENT FOR CONSTRUCTION OF THE ROADWAY IMPROVEMENTS - ADVENTURELAND DRIVE PROJECT (BREEN PROPERTIES, L.C. - \$1,680.00)
- p) Resolution #08-07-2017 #12 TO PURCHASE LAND BY WARRANTY DEED FOR CONSTRUCTION OF THE ADVENTURELAND DRIVE WIDENING PROJECT (BREEN PROPERTIES, L.C. - \$1,070.00)
- q) Resolution #08-07-2017 #13 ACCEPTING TEMPORARY EASEMENT AND LANDSCAPE DAMAGES FOR CONSTRUCTION OF THE ADVENTURELAND DRIVE WIDENING PROJECT (BREEN PROPERTIES, L.C. - \$1,930.00)
- r) Resolution #08-07-2017 #14 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT FOR CONSTRUCTION OF THE ROADWAY IMPROVEMENTS - ADVENTURELAND DRIVE PROJECT (HARRISON PROPERTIES, LLC - \$7,570.00)
- s) Resolution #08-07-2017 #15 ACCEPTING PERMANENT SIDEWALK EASEMENT FOR CONSTRUCTION OF THE ROADWAY IMPROVEMENTS - ADVENTURELAND DRIVE PROJECT (HARRISON PROPERTIES, LLC - \$5,380.00)
- t) Resolution #08-07-2017 #16 ACCEPTING TEMPORARY EASEMENT AND LANDSCAPE DAMAGES FOR CONSTRUCTION OF THE ADVENTURELAND DRIVE WIDENING PROJECT (HARRISON PROPERTIES, LLC - \$11,090.00)
- u) Resolution #08-07-2017 #17 APPROVING WRITING OFF OF RESCUE FEES FOR BAD DEBT ACCOUNTS - COLLECTIONS FEES FROM 4-1-2017 THRU' 6-30-2017
- v) Set Public Hearing for August 21, 2017 at 6:30 pm to consider a development plan amendment for Meadow Vista South to include low, medium and high density residential uses to include single-family homes, townhomes, apartments, senior living, a church use, and public open space.
- w) Set Public Hearing for August 21, 2017 at 6:30 pm to consider a PUD development plan amendment for Willowbrook Estates
- x) Set Public Hearing for August 21, 2017 at 6:30 pm to consider amending Chapter 122 Peddlers, Solicitors, and Transient Merchants
- y) Set Public Hearing for August 21, 2017 at 6:30 pm to consider amending Chapters 162, 165, and 168 to address short term residential rentals and the Housing Code

Roll Call Vote:

2 Boka 1 Mertz Y O'Connor A Sloan A Willey (3-0)

11. Department Head Reports & Updates

The following department heads provided updates to the council: Chief Greg Stallman, Fire Chief Whetstone, Public Works Director Scott Atzen, Public Utilities Director Jim Utter, City Engineer Jon Hanson and Director Shaw.

12. **Update on Prairie Crossing**

Director Shaw updated the council on the progress at Prairie Crossing under item #11.

13. **General Business Items/Reports and Updates**

*City Clerk Pierce shared that the joint Finance-Fire Office Assistant will be starting on August 21st.

*City Administrator Mark shared that staff are working with DART to review stops along 36th Ave. to the outlet mall.

*Council Member Kyle Mertz gave an update on MPO strategic planning and executive director's contract.

14. **Adjourn at 7:03pm**

Roll Call Vote:

2 Boka 1 Mertz Y O'Connor A Sloan A Willey (3-0)

Attest to:

Amy S. Hill, Secretary

Dean O'Connor, Mayor Pro-Tem