

**REGULAR MEETING
SEPTEMBER 18, 2017**

The City Council of the City of Forest City, Iowa, met in regular session on September 18, 2017, at 7:00 p.m. in the Council Chambers of City Hall, Forest City, Iowa.

Mayor Byron Ruitter called the meeting to order at 7:00 p.m. Councilmembers present at roll call were: Buffington, Davis, Holland, Mikes, West, Zehren. ABSENT: Wooldridge.

No one spoke during public forum.

Norma Hertzler presented her Grow Forest City report for those in attendance, which included the following information:

- They are moving forward with the new Forest City website this week
- Farmer's Market is doing well – the \$2,000 NIACOG grant provided for cooking classes & demos
- Forest City email newsletter went out
- The newcomer's open house will be held September 21st from 3-6 p.m. at the Cooper building
- There will be a dedication on September 25th at 5:30 p.m. at the Aquatic Center for the rotary shelter and the Build-with-Bags grant from Iowa Grocer's Association for park equipment

The Mayor and Council thanked Ms. Hertzler for the information presented.

Moved by Zehren, seconded by Davis, to approve the following consent agenda items:

- 1) Agenda (9/18/17), with the removal of Item #16
- 2) Council Minutes (9/04/17)
- 3) Park Board minutes (9/11/17)
- 4) List of claims

Motion carried unanimously.

Members of Bear Creek Run distributed guidelines and sample 'No Access' postings for the organized goose hunt to be held September 23rd & 24th at Bear Creek Golf Course from sunrise to 9:00 a.m. Paul Speer of Bear Creek Run led the discussion regarding the guidelines for this event and requested barricades to be placed at the following locations:

- Behind Majopa on the bike/walking path
- Below the Lodge Hotel by the wooden fence
- Corner of the WIT ground hill and the 17th hole bridge
- Between the 18th green and 10th tee box
- Parking lot & bike/walking path on the Airport blacktop
- Holes 13, 14 & 11 access points
- Access to Heritage Park from Airport Blacktop
- Access to Heritage Park from Hwy 69 South

Each barricade will have posted signs stating no access. Signs will also be placed on fence posts along hole 12 and the backside of hole 15. The Council was presented with a list of names of the hunters, of which one group will hunt off the hole 15 tee box shooting south, and the second group hunting in Heritage Park in the corn field shooting north. The distance between the two groups is well beyond the flight distance of a bird shot. There will be people on hole 8 to try and push the geese towards the hunters, with people on the back 9 in golf carts a safe distance from hunters to monitor the course to ensure everyone is safe. City Administrator/Clerk Barb Smith noted she had contacted the DNR and was told to just refer to ordinance regarding this issue. After discussion, the Council took the following action:

Moved by Holland, seconded by Davis, to authorize the organized hunt for Bear Creek Run, as recommended in the DNR's Forest City Canada Goose Management Plan. Motion carried unanimously.

City Administrator/Clerk Barb Smith led the discussion on proposed Phase I and Phase II of the LMI Housing Project, as follows:

- Phase I – New Construction of owner-occupied single-family units. This phase has a limit of up to 5 houses, with funding up to \$20,000 per property/residential unit. The terms for funding are a \$10,000 forgivable loan over 5 years of occupancy and a \$10,000 loan at 0% interest for 10 years, with no penalty for early payoff. The funding must be bank-approved by either MBT or TSB Banks. The requirements are to build for LMI affordability and an LMI qualified household, with the remaining balance due if the property sells prior to the end of the 10-year term.
- Phase II – New resident rental incentive with a limit of up to 10 rentals. Funding includes assistance of up to 25% of monthly rent for 1 year, not to exceed \$3,000 per year. Requirements include residents moving to Forest City that are employed full-time in a Forest City business, with household income at or below 80% of the Winnebago County Median Income. The net rental rate

must meet LMI Affordability, and the property must not be eligible for Federal Rental Subsidy Programs.

Per Barb, the City will have \$250,000 in the LMI Fund by FYE, and Phases I & II will use \$130,000 of those funds. After discussion, the Council took the following action:

Moved by Buffington, seconded by Zehren, to approve Phases I & II of the LMI Housing Project. Motion carried unanimously.

Mayor Ruitter asked the Council to pass a Resolution dedicating certain property to the public use as a street right-of-way and naming said street 'Bob Johnson Drive'. After discussion, the Council took the following action:

Councilmember Davis introduced the following Resolution and moved its adoption. Councilmember Mikes seconded the motion to adopt. The roll was called and the vote was AYES: Buffington, Davis, Holland, Mikes, West, Zehren. NAYS: None. ABSENT: Wooldridge. Whereupon the Mayor declared the Resolution duly adopted as follows:

Resolution No. 17-18-04, a Resolution found in Resolution Book 17-18. A RESOLUTION DEDICATING CERTAIN PROPERTY TO THE PUBLIC USE AS A STREET RIGHT-OF-WAY AND NAMING SAID STREET 'BOB JOHNSON DRIVE'.

Councilmember Wooldridge entered the meeting at 7:32 p.m. via telecom.

The Mayor and Council discussed the first reading of Ordinance 770, AN ORDINANCE AMENDING CHAPTER 69.08 OF THE CODE OF ORDINANCES BY ADDING A NO PARKING ZONE ON BOTH SIDES OF BOB JOHNSON DRIVE.

Councilmember Zehren introduced Ordinance No. 770 and moved its adoption. Councilmember Buffington seconded the motion to adopt. The roll was called and the vote was AYES: Buffington, Davis, Holland, Mikes, West, Wooldridge, Zehren. NAYS: None. ABSENT: None. Whereupon the Mayor declared the motion carried. This represents the first reading of Ordinance No. 770, AN ORDINANCE AMENDING CHAPTER 69.08 OF THE CODE OF ORDINANCES BY ADDING A NO PARKING ZONE ON BOTH SIDES OF BOB JOHNSON DRIVE.

Councilmember Davis moved to waive the rules for a second and third reading of Ordinance 770, seconded by Councilmember Mikes. The roll was called and the vote was AYES: Buffington, Davis, Holland, Mikes, West, Wooldridge, Zehren. NAYS: None. ABSENT: None. Whereby the Mayor declared the motion carried. Ordinance No. 770, AN ORDINANCE AMENDING CHAPTER 69.08 OF THE CODE OF ORDINANCES BY ADDING A NO PARKING ZONE ON BOTH SIDES OF BOB JOHNSON DRIVE will become effective upon publication in the *Forest City Summit*.

The Mayor and Council discussed the first reading of Ordinance 771, AN ORDINANCE AMENDING CHAPTER 65 OF THE CODE OF ORDINANCES BY ADDING A SUBSECTION REQUIRING A STOP SIGN AT THE INTERSECTION OF BOB JOHNSON DRIVE AND WESTGATE DRIVE.

Councilmember Zehren introduced Ordinance No. 771 and moved its adoption. Councilmember Davis seconded the motion to adopt. The roll was called and the vote was AYES: Buffington, Davis, Holland, Mikes, West, Wooldridge, Zehren. NAYS: None. ABSENT: None. Whereupon the Mayor declared the motion carried. This represents the first reading of Ordinance No. 771, AN ORDINANCE AMENDING CHAPTER 65 OF THE CODE OF ORDINANCES BY ADDING A SUBSECTION REQUIRING A STOP SIGN AT THE INTERSECTION OF BOB JOHNSON DRIVE AND WESTGATE DRIVE.

Councilmember Mikes moved to waive the rules for a second and third reading of Ordinance 771, seconded by Councilmember Buffington. The roll was called and the vote was AYES: Buffington, Davis, Holland, Mikes, West, Wooldridge, Zehren. NAYS: None. ABSENT: None. Whereby the Mayor declared the motion carried. Ordinance No. 771, AN ORDINANCE AMENDING CHAPTER 65 OF THE CODE OF ORDINANCES BY ADDING A SUBSECTION REQUIRING A STOP SIGN AT THE INTERSECTION OF BOB JOHNSON DRIVE AND WESTGATE DRIVE will become effective upon publication in the *Forest City Summit*

The Mayor and Council discussed a proposed new TIF District in the northeast quarter of town, which will extend north and east to the City limits. The old district will be decertified. After discussion, the Council took the following action:

Moved by Holland, seconded by Mikes, to authorize the city administrator to talk to an attorney and get prices for a new TIF District. Motion carried unanimously.

City Administrator/Clerk Barb Smith asked to Council to approve the release of a real estate mortgage for Elizabeth Hickler at 216 North 9th Street. Ms. Hickler received rehabilitation assistance in the 2008 Housing Rehab program. After discussion, the Council took the following action:

Moved by Holland, seconded by Zehren, to approve the release of the real estate mortgage for Elizabeth Hickler of 216 North 9th Street. Motion carried unanimously.

City Administrator/Clerk Barb Smith asked the Council to approve Veenstra & Kimm's Supplemental Agreement #1 for Prairie View Estates. This agreement is to work toward completing Phase 1 Drainage Improvements along the North side of 340th Street. After discussion, the Council took the following action:

Moved by Holland, seconded by Zehren, to approve Supplemental Agreement #1 for Veenstra & Kimm to complete Phase 1 Drainage Improvements along the North side of 340th Street for Prairie View Estates. Motion carried unanimously.

Under staff reports, supervisors noted the following activities:

- Street Superintendent Mike O'Rourke noted the Secor Bridge will be closed for a day or two next week for repairs. Household Hazardous Waste Day will be held Monday, September 25th, from 3-6 p.m. at the Street Shed on North Golf Course Road.
- Water/Wastewater Superintendent Kevin Reicks noted they had completed the Annual Leak Survey for water and fixed two leaks they had noted previously. They are also repairing sewer pipes on Riverview Drive.
- Electric Department Manager Duane Kuhn stated they are exercising the Light Plant engines, their new trailer has arrived for transporting breakers, and they were repairing recent lightning damage.

The following invoices were approved for payment:

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
AIRGAS	CYL RENTAL	43.63
BILL'S FAMILY FOODS	CLEANING SUPPLIES	114.05
BMC AGGREGATES, LLC	CONCRETE SAND/ROADSTONE	1108.96
C & D OIL SERVICES	FILTERS	75.00
CLEAR LAKE SANITARY DISTRICT	LAB TEST	44.00
CREDIT BUREAU SERVICES OF IOWA	COLLECTION SERVICES	221.14
DORSEY & WHITNEY, LLP	LEGAL SERVICES	2205.00
FC CHAMBER OF COMMERCE	REBATES	50.00
FARMER'S CO-OP ASSOC	FUEL	1261.02
FLETCHER-REINHARDT	BATTERY REPLACEMENT	286.76
G & H MOTORS	FLAP DISCS	22.98
GROVES CONTRACTING	SERVICE/LABOR	3950.00
HACH CHEMICAL CO	CHEMICALS	781.45
HAWKINS INC	CHEMICALS	2527.86
HOLLAND MOVING & RIGGING	SUPPLIES & LABOR	721.84
HYGENIC LAB ACCTS RECEIVABLE	TESTING	407.00
IOWA PRISON IND	SIGNS	94.95
K I O W	GARBAGE PK UP/MOSQUITO	52.80
DUANE KUHN	REIMBURSEMENT/RADIO BATTERY	41.88
LANDFILL OF NORTH IOWA	LANDFILL COSTS	5880.35
MEAD & HUNT	PROFESSIONAL SERVICES	3521.00
NORTH CENTRAL LABS	CHEMICALS/SUPPLIES	508.51
QUILL CORPORATION	COPY PAPER/TAPE DSPR	96.77
RIVER CITY COMMUNICATIONS	MONTHLY SECURITY	105.00
SHOPKO STORES OPERATING CO	PHONE CARD	181.00
SID'S	ICE	13.46
BARB SMITH	MILEAGE REIMBURSEMENT	216.35
ROBERT SNITZER	REIMBURSEMENT/TRAINING	94.66
STRAND'S, INC	MISC SUPPLIES	419.23
TOM EISCHEN SALES, INC	ELECTRIC DEPT TRAILER	3155.00
UMMEG	STS COSTS	18980.87
UMMEG-RUGY	RUGBY FARM	8653.67
USA BLUE BOOK	PACKING HOOK/UNIVERSAL CHART	71.76
WHKS	ENGINNERING SERVICES	390.00
TOTAL		56297.95

FUND RECAP:

FUND DESCRIPTION	CLAIMS
GENERAL FUND	13,380.44
ROAD USE	1,100.80
WATER	3,109.20
SEWER	1,900.25
ELECTRIC	32,857.26
STORM WATER	3,950.00
TOTALS	<u>56,297.95</u>

MONTHLY FUND RECAP (August 2017)

<u>FUN</u>	<u>DESCRIPTION</u>	<u>RECEIPTS</u>
<u>D</u>		
001	General	\$ 92,344.44
110	Road Use	\$ 55,581.07
112	Employee Benefits	\$ 306.44
121	Local Option Sales Tax	\$ 32,895.76
125	TIF	\$ 300.00
200	Debt Service	\$ 382.73
600	Water	\$ 58,604.26
610	Sewer	\$ 72,944.28
630	Electric	\$ 552,278.85
740	Storm Sewer	\$ 11,933.10
	TOTAL ALL FUNDS	\$ 877,570.93

August Net Salaries \$ 146,673.19

Moved by Mikes, seconded by Davis, to adjourn the meeting at 8:11 p.m. Motion carried unanimously.

ATTEST:

Barb Smith, City Administrator/Clerk

Byron Ruiter, Mayor