

**THE REGULAR MEETING
OF THE BLUE GRASS CITY COUNCIL
BLUE GRASS, IOWA NOVEMBER 6, 2023**

The Blue Grass City Council met in regular session at 7:00 p.m. on the 6th day of November, 2023, in the City Council Chambers of City Hall, 114 N. Mississippi Street, Blue Grass, Iowa, pursuant to law, with Mayor Brad Schutte presiding, with a Pledge of Allegiance and a moment of reflection.

Council present: Sampson, Brus and Hermann. Absent were members Jepsen and Rhoades

APPROVAL OF AGENDA: Sampson moved to approve the Agenda as presented, seconded by Hermann. Roll call: Sampson-aye, Hermann-aye and Brus-aye. Motion carried.

PUBLIC FORUM: From those in attendance, there were none.

CONSENT AGENDA: Brus moved to adopt the Consent Agenda as presented, seconded by Sampson.

- 1. October 16, 2023 Minutes**
- 2. Resolution 2023-59 ref: authorizing an expenditure from the LMI Reserve**
- 3. Resolution 2023-61 ref: authorizing an expenditure from the accumulated TIF Reserve**
- 4. Resolution 2023-62 ref: authorizing Public Works Building Construction 4th and Final Payment**
- 5. Resolution 2023-63 ref: authorizing an expenditure from the LMI Reserve**
- 6. June 2023 Clerk's Report**
- 7. July 2023 Clerk's Report**
- 8. Payment of Claims**

Roll call: Brus-aye, Sampson-aye and Hermann-aye. Motion carried.

ENGINEER REPORT:

- 9. Report:** City Engineer Mike Janecek presented the October 2023 Engineer's report.
- 10. Lamphere Drive Reconstruction Project:** Janecek reported that the final engineering design for the Lamphere Drive Reconstruction Project was complete after adding Iowa American Water Company's improvements reporting that Iowa American Water Company has agreed to pay for a portion of pavement removal that pertains to their improvements. He said plans and specifications were ready to bid with a December 12, 2023 bid opening date for next year's construction. After a brief discussion was held, it was the consensus of the Council to proceed with the project; however, requested that the bid documents require the contractor's to include construction details. Mayor Schutte recommended that prior to the start of the project, that the City hold a meeting with the residents that will be impacted by the project.
- 11. N. Oak Lane Trail Project:** Janecek reported that Heuer Construction had completed the N. Oak Lane trail project including all punch list items and that all pay requests have been submitted including retainage since all lien waivers were submitted.

STREET COMMITTEE:

- 12. N. Mississippi Street Sidewalks:** Jepsen had previously reported that the Street Committee had inspected the sidewalks on North Mississippi Street due to a reported injury reporting that there were 13 sidewalks that are in need of repair; however, Council tabled the item requesting that a list be put together listing the sidewalks that were in need of replacement and list the sidewalks that could be either grinded down or mudjacked.

Due to the absence of member Jepsen, Council agreed to wait until the next meeting to further discuss.

- 13. Alley:** Mayor Schutte reported that the Council on August 21, 2023 agreed to temporarily make the alley between Jeff's Market and City Hall a one-way to accommodate Jeff's Market's drive thru; however, since then, Chief Meier has reported that the one-way has become a safety issue mainly due to

the semis trying to make their deliveries from North Mississippi Street; therefore, requested that the alley be turned back into two-way traffic. Discussion was held. Council agreed to revert the alley back to two-way traffic.

BUILDING COMMISSIONER:

14. Report: Building Commissioner Jim Meyrer presented the October 2023 Building Commissioner report.

FINANCIAL ASS'T GRANT:

15. LMI Application: Meyrer reported that he had done a whole-home inspection on Ms. Deb Peterson as she had submitted an application reporting his findings. The Clerk reported that according to the income limits, Ms. Peterson qualifies. Council reviewed the Commissioner's findings requesting that bids be obtained on replacing the siding and various windows; sliding door in kitchen and service door.

16. LMI Bids: Previously, the City awarded a financial assistance grant to Ms. Susan Piercy with an amount not to exceed the \$18,000.00 maximum amount prioritizing the following projects: remove the dead/diseased tree(s), replace the gas valves and repair the electricity issues and that bids be obtained for the remaining items.

Meyrer presented two bids obtained by Ms. Piercy on the chimney removal and roof replacement on Ms. Piercy's garage. Council reviewed and compared the bids. Brus moved to accept Olde Town Roofing's bid in the amount of \$10,400.00 with the City paying 90 percent and the applicant paying 10 percent, seconded by Hermann. Roll call: Brus-aye, Hermann-aye and Sampson-aye. Motion carried.

17. LMI Bids: Previously, the City awarded a financial assistance grant to Mr. Von Ahrens with an amount not to exceed the \$18,000.00 maximum amount prioritizing the following: remove the dead/diseased tree(s), install a handicapped walk-in shower and that bids be obtained on the remaining items.

Meyrer presented two bids obtained by Mr. Von Ahrens to replace the carpet with tile due to his physical condition. Council reviewed and compared the bids. Hermann moved to accept Carpetland's bid with the stipulation that Carpetland reduce the bid by \$179.81 as the bid exceeded the maximum grant amount with the City paying 90 percent and the applicant paying 10 percent, seconded by Sampson. Roll call: Hermann-aye, Sampson-aye and Brus-aye. Motion carried.

PUBLIC WORKS:

18. Report: Public Works Director Jim Meyrer presented the October 2023 Public Works Department report. Meyrer also reported that several streets in the Towne & Country Manor Subdivision were in need of repair and that he would obtain a quote to get them repaired.

19. Winter Maintenance Proposal: Mayor Schutte presented a 2023-2024 Winter Maintenance Proposal from the Scott County Engineer's Office reporting that in years past, the City has rejected their proposal as the City's Public Works Department does all the snowplowing. Council requested that the City not participate in their proposal.

20. Sign Maintenance Agreement: Mayor Schutte read aloud a draft Maintenance Agreement on the Scott County sign. It was the consensus to add a section that the City was not responsible for any repairs to the sign or replacing the sign if it were to deteriorate or be destroyed by an act of nature. Sampson moved to accept the Scott County Sign Maintenance Agreement with the stipulation that the City was not responsible for any repairs or replacing of the sign if the sign was to deteriorate or be destroyed by an act of nature, seconded by Hermann. Roll call: Sampson-aye, Hermann-aye and Brus-aye. Motion carried.

21. 2023 Street Projects: Meyrer reported that, unfortunately, the sealant was not going to be applied to the various streets until May of 2024 due to the inclement weather. Discussion was held on the 2023 street projects and the 2024 future street projects as Council felt very confident that the improvements were a

success and that they had addressed many of the issues and that the sealant will help maintain the longevity.

POLICE DEPARTMENT:

22. Report: Chief Mike Meier presented the October 2023 Police Department report.

NUISANCE ABATEMENT(S):

23. Nuisance Abatement(s): Mayor Schutte referred to Section 17.48.080 Off-Street parking of Vehicles, Recreational Vehicles and Trailers reporting that the Police Chief has been notifying residents that are in violation.

ORDINANCE/RESOLUTION(S):

24. Third reading/Adoption of Ordinance Amendment 2023-03: Hermann moved to accept the third reading of Amendment 2023-03 in reference to Chapter 17.46 Site Plan review, seconded by Brus. Roll call: Hermann-aye, Brus-aye and Sampson-aye. Motion carried.

Sampson moved to adopt Ordinance Amendment 2023-03, seconded by Hermann. Roll call: Sampson-aye, Hermann-aye and Brus-aye. Motion carried.

25. Third reading/Adoption of Ordinance Amendment 2023-04: Sampson moved to accept the third reading of Amendment 2023-04 in reference to Chapter 17.64 Board of Adjustment, seconded by Hermann. Roll call: Sampson-aye, Hermann-aye and Brus-aye. Motion carried.

Hermann moved to adopt Ordinance Amendment 2023-04, seconded by Sampson. Roll call: Hermann-aye, Sampson-aye and Brus-aye. Motion carried.

26. Third reading/Adoption of Ordinance Amendment 2023-05: Sampson moved to accept the third reading of Amendment 2023-05 in reference to Chapter 16.16 Preliminary Plat, seconded by Hermann. Roll call: Sampson-aye, Hermann-aye and Brus-aye. Motion carried.

Sampson moved to adopt Ordinance Amendment 2023-05, seconded by Hermann. Roll call: Sampson-aye, Hermann-aye and Brus-aye. Motion carried.

27. Third reading/Adoption of Ordinance Amendment 2023-06: Sampson moved to accept the third reading of Amendment 2023-06 in reference to Chapter 16.20 Final Plat, seconded by Hermann. Roll call: Sampson-aye, Hermann-aye and Brus-aye. Motion carried.

Hermann moved to adopt Ordinance Amendment 2023-06, seconded by Sampson. Roll call: Hermann-aye, Sampson-aye and Brus-aye. Motion carried.

28. Resolution 2023-57: Sampson moved to adopt Resolution 2023-57 in reference to approving the FY 2023 Annual Urban Renewal Report, seconded by Hermann. Roll call: Sampson-aye, Hermann-aye and Brus-aye. Motion carried.

COMMENTS AND FUTURE AGENDA ITEMS: Brus reported that he has been in contact with MidAmerican Energy in regards to reoccurring power outage issues.

Hermann reported that Mr. Grunwald was inquiring about constructing Black Bear Crossing's 2nd Addition. The Clerk reported that she has had several conversations with Mr. Grunwald and gave him the information he needs to proceed. Mayor Schutte reported that the land that was annexed into the City was listed for sale.

RECESS: Brus moved to recess for 5 minutes, seconded by Sampson. Roll call: Brus-aye, Sampson-aye and Hermann-aye. Motion carried. Hermann moved to reconvene, seconded by Sampson. Roll call: Hermann-aye, Sampson-aye and Brus-aye. Motion carried.

29. Review & Select Candidate(s) for position: Mayor Schutte referred to the Code of Iowa, Section 21.5(i) stating that the Council would be going into executive closed session to review and select candidate(s) for the Full-Time Police Officer position. Brus moved to close the regular meeting and go

into closed session, seconded by Hermann. Roll call: Brus-aye, Hermann-aye and Sampson-aye. Motion carried.

Brus moved to reopen the regular meeting, seconded by Sampson. Roll call: Brus-aye, Sampson-aye and Hermann-aye. Motion carried.

Hermann made a motion to offer Applicant "A" the Full-Time Police Officer's position at \$27.00 per hour with one weeks' vacation with the stipulation that the applicant pass all the applicable pre-employment test, seconded by Brus. Roll call: Hermann-aye, Brus-aye and Sampson-aye. Motion carried.

ADJOURNMENT: Sampson motioned for adjournment, seconded by Brus. Roll call: Sampson-aye, Brus-aye and Hermann-aye. Motion carried. The meeting adjourned at 8:30 p.m.

Mayor Brad Schutte

Attest: Ann M. Schmidt, City Clerk/Financial Officer

CLAIMS REPORT

AERO CONCRETE LTD	TRAIL DEVELOPMENT	11,389.30
ALEXIS FIRE EQUIP	EQUIP OPER	56.31
BP	VEH OPER	1,524.86
BRUS CONSTR	PW STORAGE BLDG CONSTR	40,694.76
CASEY'S	VEH OPER	1,089.82
CENTRAL STATES H & W FUND	HEALTH INSURANCE	12,902.40
CENTURYLINK	FAX	134.67
DINGES FIRE CO.	EQUIP OPER	224.71
EWERT PLUMBING	PROF FEES (LMI)	391.27
IOWA ONE CALL	PROF FEES (LMI)	31.50
JOHNSON DISTRIB	BLDG & GRNDS MAINT	7.00
MARTIN & WHITACRE SURVEYORS	ENGINEERING SVS	902.50
MCCULLOUGH, WM.	LEGAL SVS	1,045.00
MED-TECH RESOURCE	EQUIP OPER	147.55
MEDIACOM	INTERNET SVS	44.97
MENARDS	EQUIP OPER/BLDG & GRNDS MAINT	568.07
MIDAMERICAN ENERGY	UTILITIES	1,641.92
MIDWEST BATH CO.	PROF FEES (LMI)	2,684.20
NAPA AUTO PARTS	EQUIP OPER	180.95
NELSON ELECTRIC	PROF FEES (LMI)	255.08
OFFICE MACHINE CONSULT	COMPUTER/EQUIP OPER	331.90
OTERO DOOR WORKS	BLDG & GRNDS MAINT	1,735.50
R.P. LUMBER CO.	BLDG & GRNDS MAINT	217.41
RAGAN MECHANICAL	BLDG & GRNDS MAINT	830.83
REPUBLIC SVS	GARBAGE/RECYCLING	10,185.75
RIVERSTONE GROUP	COLD MIX	194.40
ROSS MEDICAL SUPPLY	EQUIP OPER	14.40
TRI STATE FIRE CONTROL	EQUIP OPER	1,767.00
VERIZON	TELEPHONE/FAX/INTERNET SVS	944.02
VERSCHOORE, JASON	TRAINING/TRAVEL	1,565.00
TOTAL:		93,703.05

TOTAL FUNDS:	
GENERAL	68,109.40
ROAD USE	1,735.50
EMPLOYEE BENEFITS	12,902.40
TAX INCREMENT FINANCING	770.00
SANITATION	10,185.75
TOTAL FUNDS:	93,703.05

ADD'L BILLS PAID – JUNE 2023

PAYROLL	26,537.27
BG SAVINGS (FED'L/FICA/MEDICARE W/H)	8,571.88
TREASURER, STATE OF IA (STATE W/H)	1,236.49
IPERS (PENSION W/H)	5,672.63
AMERICO (457 PLAN W/H)	200.00
AFLAC (INS W/H)	52.14
CENTRAL STATES INS-(EMPLOYEE CONTR)	560.00
KIESLER'S POLICE SUPPLY-EQUIP OPER	1,555.08
POSTMASTER-POSTAGE	510.86
PANTHER UNIFORM-UNIFORMS	409.96
IA WORKFORCE DEV-UNEMPLOYMENT	95.45
AMAZON-EQUIP OPER	1,827.50
WALMART-OFFICE SUPPLIES	127.24
DAV COMPOST FACILITY-COMPOST FEES	50.00
ERICA LOERZEL-REFUND/OVERPAYMENT	25.00
TOTAL:	47,431.50

FUND TOTALS

GENERAL	38,317.00
ROAD USE	3,315.76
SEWER	5,546.37
SANITATION	179.43
EMPLOYEE BENEFITS	72.94
TOTALS:	47,431.50

REVENUES – JUNE 2023

GENERAL	23,393.72
RESERVES: PARK IMPROVEMENTS	75.00
FIRE TOWNSHIP	32,535.25
ROAD USE	25,719.53
EMPLOYEE BENEFITS	3,700.54
TAX INCREMENT FINANCING	10,122.17
LOCAL OPTION SALES TAX	29,094.28
MONEY MARKET	1,390.20
SEWER	561.40
SANITATION	10,581.83
TOTAL:	137,173.92

ADD'L BILLS PAID – JULY 2023

PAYROLL	23,813.19
BG SAVINGS (FED'L/FICA/MEDICARE W/H)	8,006.19

TREASURER, STATE OF IA (STATE W/H)	1,188.33
IPERS (PENSION W/H)	5,359.33
AMERICO (457 PLAN W/H)	200.00
AFLAC (INS W/H)	90.18
CENTRAL STATES INS-(EMPLOYEE CONTR)	600.00
CENTRAL STATES INS-HEALTH INSURANCE	3,385.60
TREASURER, STATE OF MAINE (EMPLOYEE W/H)	1,124.00
KINGS HARVEST-MISC.	50.00
POSTMASTER-POSTAGE	251.70
QC TRUCK & TRAILER-EQUIP OPER	10.00
WINDOW WORLD-LMI ASS'T GRANT	1,900.00
RALPH KRESS-LMI REFUND	151.64
TOTAL:	46,130.16
FUND TOTALS	
GENERAL	40,094.65
ROAD USE	2,246.57
SANITATION	251.70
TAX INCREMENT FINANCING	151.64
EMPLOYEE BENEFITS	3,385.60
TOTALS:	46,130.16
REVENUES – JULY 2023	
GENERAL	7,115.05
RESERVES: PARK IMPROVEMENTS	50.00
FIRE TOWNSHIP	3,986.57
ROAD USE	18,723.31
EMPLOYEE BENEFITS	880.89
LOCAL OPTION SALES TAX	23,897.98
MONEY MARKET	1,438.70
SEWER	224.23
SANITATION	11,345.91
TOTAL:	67,662.64