

**THE REGULAR MEETING
OF THE BLUE GRASS CITY COUNCIL
BLUE GRASS, IOWA JUNE 19, 2017**

The Blue Grass City Council met in regular session at 7:00 p.m. on the 19th day of June 2017, in the City Council Chambers of City Hall, 114 N. Mississippi Street, pursuant to law, with Mayor Timothy Brandenburg presiding, with the Pledge of Allegiance and a moment of reflection. The following Council members were present: Chuck Barton, Brad Schutte, James Goodin, Lisa Smith and Bonnie Strong.

APPROVAL OF AGENDA: Council member Goodin moved to approve the Agenda as presented, seconded by Council member Barton. A roll call vote was taken: Goodin-aye, Barton-aye, Smith-aye, Schutte-aye and Strong-aye. Motion carried.

MAYORAL COMMENTS: Mayor Brandenburg announced the following: “Welcome to your Blue Grass City Council meeting. If you are not a member of the Fire, Ambulance, or Police Department, please turn off or silence your cell phones, pagers, etc. It is your right to be heard; however, please ask to be recognized by the Mayor. After being recognized, please stand and state your name and address. In an effort to keep the meeting on task, please limit your comments or concerns to several minutes. Thank you”.

PUBLIC FORUM: Council member Goodin complimented the Fire Department on their annual car show fundraiser.

CONSENT AGENDA:

- 1. Motion to approve the minutes of the June 5, 2017 City Council meeting**
- 2. Motion to adopt Resolution 2017-16 ref: authorizing a Tax Increment Rebate payment to the City of Blue Grass**
- 3. Motion to adopt Resolution 2017-17 ref: authorizing a Tax Increment Rebate payment to the Towne & Country Manor Dev. Corp.**
- 4. Motion to adopt Resolution 2017-18 ref: authorizing a Tax Increment Rebate payment to Grunwald Land Development, LLC**
- 5. Motion to adopt Resolution 2017-19 ref: setting the wages for employees of the City of Blue Grass, Iowa for the fiscal year beginning July 1, 2017 and ending June 30, 2018**
- 6. Motion to adopt Resolution 2017-20 ref: authorizing a transfer from the Local Option Sales Tax Fund to the General Fund**
- 7. Motion to adopt Resolution 2017-21 ref: authorizing a transfer from the Road Use Fund to the Local Option Sales Tax Fund**
- 8. Motion to adopt Resolution 2017-22 ref: authorizing a transfer from the accumulated Tax Increment Financing Reserve**
- 9. Payment of claims**

The Clerk briefly reviewed the annual Tax Increment Financing claims adding that the claim payable to Towne & Country Manor’s certified debt has been paid; therefore, any remaining monies would be retained an undistributed. Council member Barton moved to approve the Consent Agenda as presented, seconded by Council member Goodin. A roll call vote was taken: Barton-aye, Goodin-aye, Smith-aye, Strong-aye and Schutte-nay. Motion carried.

INFORMATIONAL PROCEEDINGS:

- 10. Scott County Board of Supervisors:** Chair Ms. Carol Earnhardt introduced member Ken Beck and County Administrator Mahesh Sharma sending regards on the other members that were unable to attend. She further highlighted on the Board’s accomplishments and goals. Mayor and Council thanked Ms. Earnhardt, Mr. Beck and Mr. Sharma for attending.

PARK BOARD: Park Board Chair Mike Hermann reported the following:

11. Park Board Report: Hermann referred to the June 1, 2017 meeting minutes asking for any questions or comments. He informed the Council that the Board was currently trying to coordinate a date for playground installation at Black Bear Park adding that more mulch will also be needed once the playground equipment was installed and installation of the new basketball hoop. Hermann also reported that the Board was awarded \$1,000.00 from MidAmerican Energy's Trees Please Program; therefore, the Board was in the preliminary process of designating an area for trees.

POLICE DEPARTMENT: Police Sergeant Jahns reported the following:

12. Police Department Report: The May 2017 report consisted of the following: 83 traffic contacts with 53 citations written and 32 warning citations issued with a total of 179 calls for service during the month and 5 arrest. Sergeant Jahns expounded on the calls for service and activity for the month and gave a brief synopsis of each arrest made. Other Police business: Sergeant Jahns had completed the preliminary TASER instructor training via computer; Sergeant Jahns last day of Spring semester for college passing the biology with a B grade; Officers had received training in the TRACS software allowing Officers to issue printed citations and digitally upload directly to the courts including the ability to complete accident reports and upload directly to the IDOT; Officers received updated medical training through Medic EMS on medical response; reported that Officer Guinn had completed his Field Training Officer School and was now certified to train new Officers and reported that the volunteer Records Clerk Ms. Billie Huffman had recertified in NCIC recertification. Council member Strong asked that a letter be sent to Ms. Huffman from the City recognizing her on her recertification.

13. Chapter 10.24 Stopping, Standing and Parking ref: illegal parking: The Council previously received a safety concern in regards to a resident that is parking numerous vehicles in front of his residence and throughout the entire neighborhood causing safety issues with children riding their bicycles in and around that area; therefore, the concern was then brought to the Police Department to address.

Sergeant Jahns reported that after multiple attempts to meet with this particular resident, he was unsuccessful. He then referred to the Blue Grass Municipal Code, Section 10.24.150 (D) The fine for all parking violations, in accordance with the Code of Iowa 321.358, shall be the sum of Five Dollars, payable to the City Clerk-Financial Officer asking that the Council consider increasing the parking fines. Council asked that Sergeant Jahns research what the surrounding cities are charging for parking fines and report back with a recommendation. Discussion was held on the required number of vehicles allowed in a residential district. Council agreed to have Sergeant Jahns pursue meeting with this particular resident as they, too, believe that he was operating a business from his residence and according to the Home Occupation Ordinance, Section 17.67.040 (10) It shall be unlawful to operate a motor vehicle repair business within a residential district. Sergeant Jahns agreed to research parking fines with the surrounding cities and try meeting with this particular resident.

14. Street light ref: Baxter Street and East Telegraph Road: Sergeant Jahns reported that according to Eastern Iowa Light & Power (REC), and it was their recommendation to install a wooden pole with a typical LED street light on the West side of Baxter Drive with an installation cost of approximately \$120.00 and a monthly fee of \$10.75. The Clerk reported that the funds could come from the Tax Increment Financing Reserve since the street light is related to the subdivision. Council member Strong moved to approve the street light installation with monies from the Tax Increment Financing Reserve and the monthly reoccurring fees, seconded by Council member Schutte. A roll call vote was taken: Strong-aye, Schutte-aye, Smith-aye, Goodin-aye and Barton-aye. Motion carried.

15. GTSB Grant Award: Sergeant Jahns reported that the Department was awarded monies through the Government Traffic Safety Bureau (GTSB) for the FY '17-'18 budget as follows: \$5,000.00 for traffic enforcement, equating to approximately 132 hours of overtime; \$150.00 in educational presentation materials such as brochures; \$250.00 in travel expenses for attendance at next year's GTSB conference

and \$4,500.00 towards the purchase of an in-car camera system explaining that the monies would not become available until after October 1, 2017. He further expounded on the information he received at the GTSB conference in regards to a body camera system that runs approximately 120 continuous hours with estimated costs of \$4,420.00 with installation costs of approximately \$475.00. Council member Goodin moved to approve the purchase of the body camera system and installation for the Police Department, seconded by Council member Schutte. A roll call vote was taken: Goodin-aye, Schutte-aye, Barton-aye, Strong-aye and Smith-aye. Motion carried.

- 16. Speed Calming Trailer:** Sergeant Jahns announced that the Police Department was also awarded monies through the Scott County Regional Authority (SCRA) in the amount of \$5,026.00 for the purchase of a speed calming trailer. He said that after receiving the grant he was reviewing the quote that he had submitted to the SCRA and found that basically all the amenities he wanted were not included in the original quote; therefore, after making several telephone calls he was able to get Kustom Signals to match the quote exactly with the added amenities. Council member Goodin inquired about the lettering of the trailer. Sergeant Jahns said that that was not included; therefore, would be an added costs. Council member Schutte asked Sergeant Jahns if either squad was equipped for the pulling of the trailer. Sergeant Jahns said yes with the exception of a hitch at which time, Council member Schutte said that it was taken care of. Council member Smith moved to approve the purchase of a speed calming trailer with the added amenities through Kustom Signals as per the grant, seconded by Council member Schutte. A roll call vote was taken: Smith-aye, Schutte-aye, Barton-aye, Strong-aye and Goodin-aye. Motion carried.

ORDINANCE(S):

- 17. Further Review Chapter 10.40.020 Speed Limits ref: North Mississippi Street:** Previously, the Council reviewed and discussed the speed limit on North Mississippi Street between the 55 m.p.h. speed limit sign and the 25 m.p.h. speed limit sign.

Council member Smith reported that evidently there still is a daycare provider that resides on North Mississippi Street; however, after speaking with her she has no issues if the Council were to change it. She further proposed that the second 35 m.p.h. speed limit sign as you are going out of town be changed to 45 m.p.h. Council member Goodin suggested that the Scott County Engineer be involved prior to making any changes as he does not think the Council should be making any decisions based on feelings as there are certain protocols to follow and that a buffer zone area should remain. Council member Schutte said that he recalls the City involving Scott County Engineer Jon Burgstrum in the past whenever the Council discussed altering the speed limit; therefore, he, too, agrees that Mr. Burgstrum should be involved from a safety standpoint prior to making any decisions. Council member Smith expressed concerns on the consensus of the Council to not have the Police Department continuously patrol this particular area at the last meeting as the Police Department was once again patrolling that same area. Sergeant Jahns reported that he was working GTSB Saturday night and was patrolling that area along with enforcing several other areas as well. Resident Pat Sauer expressed safety concerns if the Council were to increase the speed zone prior to approaching the 25 m.p.h. speed zone. Further discussion was held. Sergeant Jahns agreed to contact Mr. Burgstrum in regards to address the Council's concerns.

- 18. First Reading Ordinance Amendment 2017-02 ref: Building Commissioner Job Description:** Council member Schutte introduced a synopsis of the first reading of Ordinance Amendment 2017-02 commenting that the Amendment was on file at City Hall for review. Council member Schutte moved to approve the first reading of Ordinance Amendment 2017-02, seconded by Council member Barton. A roll call vote was taken: Schutte-aye, Barton-aye, Smith-nay, Strong-aye and Goodin-aye. Motion carried.

19. NUISANCE ABATEMENT(S): Nuisance Committee Chair Chuck Barton reported the following: **Nuisance Abatement(s):** Chair Barton referred to the “Concerned Citizens Log Book” reporting that a complaint was received in regards to the dust from the sealcoating of streets and that a resident was complaining about a trucking company on North Genessee Street that is apparently feeding stray cats; therefore, creating an overabundance of stray cats in the neighborhood. Discussion was held on the City’s options on handling the stray cats. Council asked that Sergeant Jahns contact the Humane Society for animal control assistance and/or recommendations on how to handle stray cats. Council member Schutte suggested that the Police Department speak with the complainant prior to contacting the Humane Society and be proactive to see exactly what the complaint was. Council member Goodin suggested contacting the health department as there may be potential health risks with the stray cats.

Council member Strong asked if Sergeant Jahns could approach residents that leave refuge out at their residence while patrolling. Sergeant Jahns reported that there was a fine line about enforcing this issue. Further discussion was held in regards to residents leaving their refuge on their property and addressing the residents that their garbage totes out all the time. Council member Smith asked that the Ordinance pertaining to the time limit of putting totes out be on the next meeting agenda for review.

20. Abate Nuisance – Chapter 15.20 Dangerous Building: Mayor Brandenburg referred to the letter sent to the vacated HM Mart in reference to Chapter 15.20 Dangerous Building as there has been no contact made to the City and that the abatement has expired. The Clerk referred to Section 15.20.050 Action by City Upon Owner’s Failure to Abate asking if the Council wishes to proceed with the enforcement. Council member Schutte expressed his concerns as he feels the Council should move forward as he feels the City has been very lenient. It was the consensus of the Council to proceed with the enforcement.

POLICY & ADMINISTRATION:

21. Clerk’s Report: The May 2017 report consisted of the following: 100 penalties assessed; 10 delinquent letters were sent out totaling \$1,403.59 that were due May 30, 2017 reporting that all were paid within the time prescribed; billing period of 04/24/17 to 05/23/17 billed a total of \$47,483.09 and a total of \$6,788.28 in the arrears; 708 bills produced; 180 ACH residents enrolled; reviewed the list of outstanding Street Assessments, Sidewalk Assessments, Snow Removal Liens and Utility Liens; coordinated with Ray in regards to revising the Building Commissioner’s job description and prepared a draft Amendment and made revisions as requested by the Council and prepared the Amendment for its first reading; posted the job advertisement for the Building Commissioner’s position and posted on the Iowa Workforce Development’s website; processed the Cigarette Permit licenses and reported the renewals to the State of Iowa as required; sent out invoices to both Ethodd, LLC in regards to the additional expenses incurred at the April 24, 2017 meeting and Matthew Sampson in regards to additional expenses incurred at both the April 26, 2017 meeting and the May 3, 2017 meeting reporting that Ethodd, LLC paid their invoice in full and Mr. Sampson had telephoned contesting his invoice; therefore, she reviewed the charges on the invoice at which time Mr. Sampson informed her that he was not going to pay the invoice and that he would have his attorney handle it. She said that she did tell Mr. Sampson that if the invoice was not paid in full by the due date, she would place a lien on his residence the following day; prepared and sent two nuisance abatement letters; researched Dolan’s 7th Addition with the City Attorney and Building Commissioner; assisted the Auditor with questions pertaining to the TIF so that the State could finalize the City’s FY ’15-’16 Audit; worked in conjunction with both the City Attorney and several IAWC representatives in regards to the closing of the water assets; met with IAWC billing department in regards to the galaxy system and galaxy system setup; deposited the sale proceeds totaling \$1.3M and transferred the monies into the City’s Money Market Account; prepared a special billing for the period of 5/24/17 through 6/8/17 for the water consumption only; coordinated with the City’s software provider to make the appropriated changes needed to bill sewer and garbage only; spoke with several Badger Meter representatives on the City’s options on either downloading our own reads or coordinate with our software company in regards to being able to download and load the reads from IAWC; spoke with Mr. Ahrens as he contested his invoice pertaining to the structural engineering

fees associated with the structural inspection of his building as he contested his invoice stating that he was not going to pay for the reinspection fees noting that she had informed Mr. Ahrens that if payment was not received by the due date that she would place a lien on his property the following day; processed a Peddler's Permit according to the Municipal Code; finalized the Codebook Update and that staff was in the process of collecting everyone's Codebooks to get them updated appropriately; filed the City's FY '16-'17 Budget Amendment with both the Muscatine County and Scott County Auditors; prepared the FY '16-'17 Tax Increment Financing distributions and financial reports and prepared Resolutions for Council approval; prepared year-end Resolutions authorizing the transferring of monies from the Road Use Fund to the Local Option Sales Tax Fund in reference to the internal loan and the transferring of monies from the Local Option Sales Tax Fund to the General Fund to cover the year-end deficit; prepared a Resolution for adoption authorizing the FY '17-'18 Union Contract wage increases and presented the January, February, March, April and May 2017 Utility Billing Reconciliation Reports.

COMMENTS AND FUTURE AGENDA ITEMS: Council member Smith requested that the parking fee Ordinance be placed on the next meeting agenda as she would like to propose an increase and that the Ordinance pertaining to the parking of vehicles also be placed on the next meeting agenda. She also requested that "Committee changes" be placed on the next meeting agenda. Council member Smith ask if the Assistant City Clerk was being included in on all of the recent billing changes associated with Iowa American Water Company. The Clerk said that the Assistant City Clerk was more so involved since she does the billing informing the Council that her monthly Clerk's Report includes the entire office staff not just her job performance.

Council member Strong commented on the mediation meeting that was held June 13, 2017 as she felt it was well worthwhile and worth the time that was spent as she felt that the guest speaker was very knowledgeable.

Resident Mark Wakefield asked what the status was on the rock pile at Reitz Construction. Council member Schutte said that he had spoken with a partner of Reitz Construction several months ago and was told that it was quite pricey to get a rock crusher in and that as soon as they could get one in they would. He agreed to follow up with Mr. Reitz to see what the status was on the time frame to get a rock crusher in.

The Clerk asked the Council what their thoughts were about refunding all the outstanding meter deposit refunds since the City no longer owns the water utility and asked whether they wanted to collect a sewer deposit or not. It was the consensus of the Council to refund all the outstanding meter deposits and to not collect a sewer deposit. The Clerk added that since the City no longer owns the water utility that there would be a lot of Ordinance Amendments to draft. She also reminded the Council that the next meeting date was set for Wednesday, July 5, 2017 in observance of the Independence Day Holiday.

ADJOURNMENT: Council member Schutte made a motion to adjourn, seconded by Council member Barton. A roll call vote was taken: Schutte-aye, Barton-aye, Goodin-aye, Smith-aye and Strong-aye. Motion carried. The meeting adjourned at 8:11 p.m.

Mayor, Timothy Brandenburg

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

CLAIMS REPORT

AMERICAN INDUST DOOR	BLDG & GROUNDS MAINT	51.89
ARROWHEAD SCIENTIFIC	OPERATING SUPPLIES	67.97
BG FIRE DEPT	TRAINING/TRAVEL/SAFETY	235.00
BOUND TREE MEDICAL	EQUIPMENT OPERATIONS	226.78
CASEY'S GENERAL STORES	VEHICLE OPERATIONS	513.20
CENTURYLINK	TELEPHONE/FAX/INTERNET	127.61
CROSS DILLON TIRE	EQUIPMENT OPERATIONS	39.58
DICK-N-SONS LUMBER	OFFICE OPERATIONS	45.00
EASTERN IA LIGHT & POWER	UTILITIES	1,434.59
ELECTRIC COS, REPUBLIC	BLDG & GROUNDS MAINT	60.52
ELECTRIC PUMP	LIFT STAT-REPAIRS/REPLAC	194.20
GENERAL ASPHALT	COLD MIX	69.00
GRUNWALD LAND DEV.	FY '16-'17 TIF REBATE PYMT	89,658.49
HUSTON, DESI	OVERPAYMENT	5.00
INSTITUTE OF PUBLIC AFFAIRS	TRAINING/TRAVEL/SAFETY	1,099.51
IOWA ONE CALL	PROFESSIONAL FEES	27.00
JEFF'S MARKET	TRAINING/TRAVEL/SAFETY	8.97
JLEE OIL	VEHICLE OPERATIONS	2.45
JOHNSON DISTRIBUTING	BLDG & GROUNDS MAINT	6.25
MCCLURE ENGINEERING	ENGINEERING	13,965.00
MEDIACOM	TELEPHONE/FAX/INTERNET	402.50
NAPA AUTO PARTS	VEHICLE OPERATIONS	236.32
PETTY CASH	POSTAGE/SHIPPING	65.73
QC ANALYTICAL SVS	TESTING	530.00
QUAD CITY TIMES	ADVERTISING & PUBLICATIONS	666.25
REPUBLIC SERVICES	GARBAGE/RECYCLING	8,336.62
REXCO EQUIPMENT	EQUIPMENT OPERATIONS	249.73
SCOTT CO. SHERIFF	JAIL EXPENSE	75.00
SINCLAIR TRACTOR	EQUIPMENT OPERATIONS	62.51
TOWNE & COUNTRY MANOR DEV.	FY '16-'17 TIF REBATE PYMT	37,861.21
TROPHY SHOPPE	OFFICE OPERATIONS	14.08
***** REPORT TOTAL *****		156,337.96

FUND TOTALS

GENERAL FUND	19,449.05
ROAD USE FUND	39.58
TAX INCREMENT FINANCING	127,519.70
WATER FUND	676.11
SEWER FUND	316.90
SANITATION FUND	8,336.62
****	156,337.96