

**THE REGULAR MEETING  
OF THE BLUE GRASS CITY COUNCIL  
BLUE GRASS, IOWA                      AUGUST 21, 2017**

The Blue Grass City Council met in regular session at 7:00 p.m. on the 21<sup>st</sup> day of August 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. City Attorney William McCullough and City Engineer Mike Janecek were also in attendance.

**APPROVAL OF AGENDA:** The Clerk requested a correction to the Agenda, correcting Item #1 to read “motion to approve the minutes of the August 7, 2017 Council meeting” and on the request from Mr. Tom Bracey, delete Item #5. Council member Smith requested that Item #13 also be deleted from the Agenda. Mayor Brandenburg requested that Item #8 be moved above Item #4. Council member Strong requested that Items #27 and #28 be moved above Item #11. Council member Goodin moved to approve the Agenda with the following changes: deleting of Items #5, #13; correction of Item #1 to read “Motion to approve the minutes of the August 7, 2017 Council meeting”; moving Item #8 above Item #4 and moving Items #27 and #28 above Item #11, seconded by Council member Smith. A roll call vote was taken: Goodin-aye, Smith-aye, Barton-aye, Schutte-nay 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:** Resident Ted Frevert referred to the Mayne Street project asking the Council if the same improvements could be made to Mississippi Street. Mayor Brandenburg reported that the City was in the process of rehabilitating the North Mississippi Street corridor with curbs, gutter and new sidewalks with a projected construction start date of Spring 2018.

**CONSENT AGENDA:**

- 1. Motion to approve the minutes of the August 7, 2017 Council meeting**
- 2. Motion to approve the May 2017 Clerk’s Report, additional bills paid and revenue received**
- 3. Payment of claims**

Council member Smith questioned the difference between the “published” minutes and the regular copy of the minutes that are included in their Council packets. The Clerk explained that the “published” minutes are the actual minutes that are published in the Quad City Times and are thoroughly condensed to save money on publication costs and the regular set of minutes are a more in-depth version. Council member Smith clarified for the record that she was the one that had specifically asked if letters were sent to the residents and businesses on Mayne Street and that Mr. McCullough agreed. Council member Schutte, as Chair of the Street Committee misunderstood that the Council wanted to send letters out when the Mayne Street project was first approved based on the fact that the City does not send notification letters to residents or businesses when sealcoating streets. He said that the City Clerk had approached him several times about sending notification letters; however, he felt that until a start date was set, that no letters be sent and once that date was known, then the City could send letters out. The Clerk referred to a comment that Council member Strong had stated at the August 7, 2017 meeting asking that employees use the Davenport Menards store rather than the Muscatine store to keep the tax dollars in Scott County as the City was tax exempt; therefore, it would not make a difference as to what store the employee chose to use. Council member Barton moved to approve the Consent Agenda as presented, seconded by Council member Strong. A roll call vote was taken: Barton-aye, Strong-aye, Goodin-aye, Smith-nay and Schutte-nay. Motion carried.

**POLICE DEPARTMENT:**

- 8. Award Presentation: Officer Andrew Roberts and Officer Joshua Bujalski:** Sergeant Jahns presented Officer Andrew Roberts an “Education/Training Award” giving special recognition on achieving a Bachelor’s Degree in Sociology and Criminal Justice from the Iowa State University and presented Officer Joshua Bujalski an “Education/Training Award” giving special recognition on achieving an Associate’s Degree in Criminal Justice from Kaplan University. Mayor and Council members congratulated both Officer Roberts and Officer Bujalski on their success.

**INFORMATIONAL PROCEEDINGS:**

- 4. Blue Grass Community Club ref: Fireworks for 2018 Homecoming:** The Clerk reported that Mr. Wayne Beck was inquiring as to whether the City was going to partake in donating half of the funds for the 2018 Homecoming fireworks display which were estimated at \$2,500.00. Council member Smith referred to the Park Board meeting minutes where the Board was not able to finalize their Christmas Tree Lighting Ceremony as no one from the Community Club showed up and that it was her understanding that the Ceremony was going to be a joint effort; therefore, she felt that the Council could not answer Mr. Beck at this time. Council member Strong said that it was her recollection that the Council has agreed that they would budget this expenditure and be able to help them out and that she feels the Council should. Council member Strong made a motion to donate half of the funds for the fireworks totaling \$2,500.00, seconded by Council member Barton. A roll call vote was taken: Strong-aye, Barton-aye, Smith-nay, Schutte-aye and Goodin-aye. Motion carried.
- 5. Tom Bracey ref: parking issues at Prairie Meadow Drive:** Previously deleted from the Agenda.

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

- 6. Park Board Report:** Hermann referred to the August 3, 2017 meeting minutes asking for any questions or comments asking for permission to hold the Board’s 7<sup>th</sup> annual Pumpkin Dash on October 21, 2017 and close off the appropriate streets reassuring the Council that there would be volunteer staff staffing the barricades in the case of an emergency to allow emergency vehicles access. He gave a brief rundown of the race events and asked that the Council allow Police, Fire and Public Works to assist. Council member Strong expressed concerns as it was the elementary school’s end of the first quarter and that there was a two hour early dismissal. It was the consensus of the Council to allow the appropriated street closures and allow the Board to hold their 7<sup>th</sup> annual Pumpkin Dash on October 21, 2017.

**POLICE DEPARTMENT:** Police Sergeant Jahns reported the following:

- 7. Police Department Report:** The July 2017 report consisted of the following: 62 traffic contacts with 16 citations written and 67 warning citations issued with a total of 414 calls for service during the month; 1 arrest and reported that the Department had been working on the car thefts and burglaries. Sergeant Jahns expounded on the calls for service and activity for the month and gave a brief synopsis on the arrest made. Other Police business: requested that for the Officers safety that more emergency lights be added to one of the squads, the consensus of the Council was to obtain a quote and present; reported that the Department had an old metal desk that was no longer needed asking if an employee could have, the consensus of the Council was to dispose of; working on abating nuisances with residents and businesses in reference to weeds, cats and junk vehicles; reported no training for the month and that the Sheriff’s Office had responded to 5 calls for service when there was no Officer on duty. Sergeant Jahns also gave a brief synopsis of the traffic study on West Loretta Street as follows: East bound traffic during the week of July 17 through July 23, 2017; total of 2,928 vehicles and out of those vehicles, 2,690 vehicles were traveling at speeds not considered to be in violation of the speed laws during the week of July 24 through July 31, 2017: total of 4,002 vehicles traveling West bound with 3,886 vehicles traveling at speed not considered to be in violation of the speed laws.

- 8. (PREVIOUSLY MOVED TO BE DISCUSSED ABOVE ITEM #4)**

- 9. Trick-or-Treat Date/Time:** Sergeant Jahns reported that the City of Davenport's trick-or-treat date and time was set for October 31, 2017 from 5:30 p.m. to 7:30 p.m. Council member Strong recommended that the Council consider setting trick-or-treat on a Sunday from 4:00 p.m. to 6:00 p.m. for the safety of the children. Council member Smith agreed as she, too, was in favor of setting a time that children were more visible as it was her opinion that 5:30 p.m. was too early. The Clerk forewarned the Council on the amount of calls City Hall received when Blue Grass set a different date than Davenport several years ago as Blue Grass was bombarded with trick-or-treaters. Further discussion was held. Council member Strong moved to set the trick-or-treat date and time to October 29, 2017 from 4:00 p.m. to 6:00 p.m., seconded by Council member Smith. A roll call vote was taken: Strong-aye, Smith-aye, Goodin-aye, Schutte-nay and Barton-aye. Motion carried.
- 10. Cellular Phones:** The Clerk reported that she had spoken with Sergeant Jahns on the Department's cell phones that were not in use as she would like to assign one of the phones to the new Building Commissioner. Sergeant Jahns reported that the Department currently has three cell phones that are not in use and after speaking with the Officers, it was unanimously agreed upon that the Officers would rather carry their personal cell phones and not request any reimbursement from the City. Council member Schutte reported that he has always been against cell phones but feels it is a necessity that all Officers carry a cell phone whether it be a personal cell phone or a City cell phone and that it be with them at all times and that the City continue to supply the Mayor with a cell phone. He said that the City currently reimburses employees for the use of their personal cell phones; therefore, he feels that the City should either supply the Fire Chief with a cell phone or reimburse him for the use of his personal cell phone as he receives approximately 100 calls a week that are Fire Department related. It was the consensus of the Council to replace the Mayor's phone with a smart phone and assign the other smart phone to the new Building Commissioner and to have an agreement signed by the Officers agreeing to use their personal cell phones with no reimbursement. Council member Schutte agreed to discuss with the Fire Chief the use of his cell phone. The Clerk reported that she would update the emergency contact list once everyone is assigned a cell phone.
- 27. Full-Time Officer:** Council member Strong requested that this item to be placed on the agenda as the City needs to seriously consider the hiring of a third full-time Officer. She said that it was brought to her attention that the neighboring cities are hiring full-time Officers and are enticing one of the City's newest part-time Officer and that she does not want to lose this Officer as the City has already gone through numerous trainings and had him go through a stress test and physical. Strong said that this Officer is wanting full-time and has been a great asset to the City commenting that when the City negotiates the next contract that the City reevaluate the Police Department's wages. She continued to report that the Police Department's call volume has increased significantly and that the City is just going to have to come up with the money somewhere. Mayor Brandenburg reminded the Council to take into consideration the neighboring cities revenue base versus the City of Blue Grass and seriously consider the financial impact it would take to hire a third full-time Officer. He continued to compare the City's call volume as in 2016 there were only 83 reports written and according to the federal guidelines using the square miles and population reported Blue Grass having 2.4 to 2.7 Officers; however, leaving Davenport short 60 Officers and Bettendorf short 30 Officers. Further discussion was held on the City's financial status now and in looking into the future as the General Fund was going to be most impacted due to the sale of the water utility; the upcoming North Mississippi Street Rehabilitation Project and the fact that the TIF expires in 2022 leaving the Public Safety Building General Obligation Debt payment due. Council agreed that the decision should be made by the public and possibly raise taxes to cover a third full-time Officer and/or possibly place on a ballot. The Clerk said that she was not sure that the City was able to place the hiring of a full-time Officer on a ballot; however, there is an emergency levy and that she was unclear about and would contact the Auditor's Office for clarification. Council member Schutte said that he feels the City should reevaluate the City's current employees to get a complete breakdown possibly do some restructuring to put a third full-time Officer on the street.

Council member Goodin said that he, too, feels that a time study analysis be completed either by a consultant or the Bi-State Regional Commission. Council requested that the Employee Relation Committee meet first to discuss and review the total costs to hire a third full-time Officer and then present to the remaining Council at a Committee of the Whole meeting. Mayor Brandenburg said that the Police Department's Manual was in need of approving as Sergeant Jahns had completely reviewed and revised at its entirety; therefore, he would like to see the Ordinance Committee or a Committee of the Whole meeting be held to discuss and approve.

**28. Police Department meeting with the Mayor:** Council member Strong reported that she had requested this item to be placed on the agenda as it was brought to her attention that a grievance was going to be filed and that the Employee Relation Committee was not made aware of this particular grievance or the City Council. Mayor Brandenburg referred to Article 18, Grievance Procedure in the Union Contract as the first step was followed accordingly and resolved; therefore, there was no need to inform the Employee Relation Committee or City Council and that the only time the Council would get involved is if step one was not resolved satisfactorily, at which time step two would then take place which then involves the City Council. He continued to report that he, as the Department's Supervisor and Officer Guinn and Union representation Sergeant Jahns met and identified the concerns and discussed them reporting that the issue was then remedied. Council member Strong said she was told in that meeting that the Mayor informed the employees not to contact her that they are to contact Employee Relation Committee Chair Goodin but if anyone talked to her, heads would roll and that she felt that was a threat and did not appreciate that comment especially coming from the Mayor. Mayor Brandenburg reviewed the protocol when an employee has an issue or complaint as there are procedures that need to be followed. Council member Strong said she that an issue was brought to her attention; therefore, she was going to report that particular issue with the City Council as a part of communication but the Mayor intervened and held a meeting. Council member Schutte expressed concerns that proper protocol was not followed in this matter as the issue should have been brought to the Chair of the Employee Relation Committee to begin with as when he first learned of this issue he felt blindsided. He said that it was his opinion that the City wasted over a \$1,000.00 to have a mediator help the Council move forward and still there is no communication which is not affecting all the employees. A rather lengthy discussion was held on open communication and protocol. Council member Smith corrected the schedule to reflect the City Wide Garage Sale date. She then again expressed concerns on keeping Officer Bujalski. Sergeant Jahns informed the Council that the City does in fact need Officer Bujalski reminding them that his first priority is his full-time job and that the majority of the hours are given to Officer Roberts. Council expressed concerns on allowing part-time Officers to use their uniform allowance when they only work a certain number of hours a month and agreed to reevaluate the uniform Policy in the next contract. Council member Smith questioned whether a Council member could call a City employee on specific City business rather than telephone the Mayor as she was not going to do that. McCullough said yes, the Council can telephone a City employee on City business.

#### **LICENSING & RENEWALS:**

**11. Liquor License renewal ref: Corner Grill:** The Clerk reported that the Alcoholic Beverage Division confirmed that The Corner Grill had successfully completed their liquor license; therefore, the State has submitted to the City for local jurisdiction approval. Sergeant Jahns reported no issues with the renewal. Council member Schutte moved to approve The Corner Grill's liquor license renewal, seconded by Council member Strong. A roll call vote was taken: Schutte-aye, Strong-aye, Goodin-aye, Barton-aye and Smith-aye. Motion carried.

#### **STREET COMMITTEE:**

**12. Mayne Street Resurfacing Project ref: striping:** Street Committee Chair Schutte updated the Council on the Mayne Street resurfacing project as Mayne Street corridor has been completely ground and the base widening has been complete but due to rain, the resurfacing will start Tuesday, August 22, 2017 and that Illowa Investments was hoping that the project will be done by the end of the week. He further

detailed the project construction timeline and reported two minor structure issues that were repaired reporting no major structure issues. Robertson reported that Public Works was able to get enough millings to cover the service lagoons and lift station reporting that they are looking good on their secondary roads. Chair Schutte continued to report that originally the project was to eliminate the turn lanes until the letters went out then he received numerous complaints reminding the Council that this topic has been on the agenda for several months. He said that after receiving those complaints and/or concerns it was then the consensus to keep the turn lanes and start the bike path at the car wash/mini-mall where the sidewalks end and keep the 3 lanes throughout the scope of the project. Further discussion was held on the striping of Mayne Street. Council member Smith expressed concerns on assessing the property owners in the Scott County West Business Park. Council member Schutte said based on the discussion at the August 7, 2017 meeting, it was the consensus to discuss once the project was complete. Resident Mark Wakefield said that he felt that sidewalks should have been required in the Scott County West Business Park then the City would not be spending money on putting in a bike path. Discussion was held on the Site Plan requirement as those property owners were already aware they were required to put in their own bike path. Council member Goodin suggested putting in bike path markings to inform motorists of the shared path and where the bike path begins. It was the consensus of the Council to continue with the striping starting with turn lanes on West Mayne Street and stripe turn lanes where the sidewalks begin and continue East with 3 lanes throughout the remainder of the Mayne Street until the new asphalt meets the original 2 lanes at which time the remainder of East Mayne will then remain 2 lanes.

**13. Notifying residents and businesses on Mayne Street about project:** (Previously deleted from the Agenda)

**ZONING BOARD OF ADJUSTMENT:**

**14. Zoning Board of Adjustment Variance Request ref: Sawgrass Partners, LLC:** McCullough reported that the Zoning Board of Adjustment had met on August 16, 2017 at which meeting a public hearing was held on the request from Sawgrass Partners, LLC to obtain a variance referring to Section 17.28.060 as the lot width requirement is 100 foot and the variance was to reduce the lot width requirement to 65 foot and the front and rear yard setback requirements are 30 foot and the variance was to reduce both the front and rear yard setback to 25 foot. He said in summary, Sawgrass Partners, LLC hardship was the topography of the site and in order to feasibly construct 16 single family lots some of the lots would have to be reduced; therefore, the Board approved the Variance request. The Clerk reported that the Variance approval was subject to the Planning & Zoning Commission approving Sawgrass Partners, LLC request to rezone the subdivision from R-3 General Residence District and C-1 General Commercial District to R-2 Two-Family Residence District and the approval of Prairie Woods Estates 3<sup>rd</sup> Addition Preliminary and Final Plats. McCullough reminded the Council that they may remand the Board's decision for further study.

**ORDINANCE(S):**

**15. Chapter 10.40.020 Speed Limits ref: North Mississippi Street:** Previously, the Council proposed to change the North bound traffic speed limit sign from 35 m.p.h. to 45 m.p.h. at East Telegraph Road and change the 45 m.p.h. speed limit sign in the North bound lane to 55 m.p.h. and change the South bound lane of traffic from 35 m.p.h. to 45 m.p.h. at the City limits and move the 25 m.p.h. speed limit sign to the North side of West Lauretta Street; therefore, Sergeant Jahns was to report the proposed changes to Mr. Burgstrum who will then propose the changes to the Scott County Board of Supervisors for approval.

Council member Strong reported that the Scott County Board of Supervisors had approved the Council's speed limit changes and had had their first reading of the Amendment. Council agreed to leave the item on the Agenda until the Amendment was adopted by the County before proceeding.

**16. Second reading of Ordinance Amendment 2017-03 ref: 5.08 Peddlers, Solicitors and Transient Merchants:** Council member Goodin gave a synopsis of the second reading of Ordinance Amendment 2017-03 commenting that the Amendment was on file at City Hall for review. Council member Goodin moved to accept the second reading of Ordinance Amendment 2017-03, seconded by Council member Barton. A roll call vote was taken: Goodin-aye, Barton-aye, Schutte-aye, Smith-aye and Strong-aye. Motion carried.

**17. Second reading of Ordinance Amendment 2017-04 ref: Chapter 10.24 Stopping, Standing and Parking ref: illegal parking:** Council member Schutte gave a synopsis of the second reading of Ordinance Amendment 2017-04 commenting that the Amendment was on file at City Hall for review. Council member Schutte moved to accept the second reading of Ordinance Amendment 2017-04, seconded by Council member Strong. A roll call vote was taken: Schutte-aye, Strong-aye, Smith-aye, Goodin-aye and Barton-aye. Motion carried.

**18. DRAFT: Ordinance Amendment 2017-05 ref: Chapter 8.14 Refuse Disposal:** Previously the Clerk presented several proposed changes to Chapter 8.14 Refuse Disposal in regards to the eliminating any reference to the water utility; however, the Council requested that the City Attorney draft an Amendment in regards to the legal ramifications if the City were to assess a fine for residents that leave either their garbage or recycling totes curbside on public property after a 24-hour period of the scheduled day pickup.

The Clerk presented a revised draft of Ordinance Amendment 2017-05 that included the City Attorney's revisions. Council requested that the draft be prepared for its first reading at the next Council meeting.

**NUISANCE ABATEMENT(S):** Nuisance Committee Chair Chuck Barton reported the following:

**19. Nuisance Abatement(s):** Chair Barton referred to the "Concerned Citizens Log Book" reporting that there were none. Resident Mark Wakefield asked what the status of Reitz Construction's rock pile was as it seems there is a certainly leniency on Reitz Construction. Council member Schutte reported that it was not an overnight project to remove that much concrete; however, when he had spoken with Mr. Reitz he was told that once there was enough concrete he would have it crushed. Further discussion was held.

#### **ECONOMIC DEVELOPMENT:**

**20. Update on future economic development:** Economic Development Chair Smith requested that this item remain on the agenda so that she can be updated on any future economic development.

Chair Smith reported that she had met with Mr. Grunwald at which time he showed her his Site Plan. McCullough reported that there was no Site Plan filed. Council member Strong reported that she, too, was approached by Mr. Grunwald on his Site Plan development. Council member Schutte said that it was his understanding that as long as Mr. Grunwald was not changing the structure of the land that he could continue to do ground work as long as he put in a silt fence. He said that the City Engineer has been conducting on site visits as the project progresses.

#### **SANITATION:**

**21. Fall Leaf Pickup:** The Clerk reported the following dates for the Fall leaf/yard waste pickup: October 30, November 6, November 13 and November 20 with that being the last day for yard waste pickup for 2017. The consensus of the Council was to set the Fall yard waste pickup dates as follow: October 30, November 6, November 13 and November 20, 2017.

**22. Set "Fall Cleanup" Day:** The Clerk reported a Fall "free" large item pickup for Monday, October 2, 2017. The consensus of the Council was to set the Fall free cleanup date of October 2, 2017.

## **POLICY & ADMINISTRATION:**

**23. Status Update ref: Mediacom Litigation:** Mediacom previously notified the City that they were ceasing to collect and remit franchise fees to the City as they feel that there is competition with both DISH Network and DirecTV. The City Council further argued that Mediacom was in violation of their Franchise Agreement with the City; therefore, demanded that the City Attorney pursue the loss of revenues through litigation and hired Hopkins & Huebner to litigate on the City's behalf.

McCullough reported that during litigation, Mediacom had a series of motions that overwhelmed the City's litigation and in doing so, the City was successful in prevailing those motions reporting that the City was still in litigation; however, as a result since the amount the City was requesting has exceeded \$75,000.00, the case has now been moved to Federal Court and according to Mike Walker's Office, he is comfortable with this decision. He said that the deadlines have been moved to November and requested that a closed session meeting be held during the first meeting in December to review the City's strategies and discuss settlement options.

**24. Status Update ref: Eastern Iowa Light & Power Franchise:** In January of 2014, the City presented a Franchise Agreement to Eastern Iowa Light & Power Cooperative (REC); however, REC had requested additional time to review and discuss the Franchise Agreement.

McCullough contacted REC's attorney Steven Hunter in regards to the proposed Franchise Agreement and he has agreed to discuss the Agreement with the Board at their next scheduled meeting set for September 7, 2017 to further discuss.

**25. Status of putting codebook on website:** The Clerk reported that Lane LeBahn from Advanced Business Systems had copied the Chapter files that morning; however, due to the size of the files, it was going to take quite some time to convert the files over to PDF. She said that once the files are converted Mr. LeBahn would contact her for further instructions.

**26. Clerk's Report:** The July 2017 report consisted of the following: no penalties were assessed during the month of July; 15 delinquent letters were sent out totaling \$2,276.89 that were due July 28, 2017 reporting that all were paid within the time prescribed with the exception of 3 accounts reporting that the City was unable to shut off service due to the fact that the City does not have a policy with Iowa American Water Company (IAWC); billing period of 06/24/17 to 07/23/17 billed a total of \$27,662.44 and a total of \$5,468.16 in the arrears; 702 bills produced; 179 ACH residents enrolled; reviewed the list of outstanding Street Assessments, Sidewalk Assessments, Snow Removal Liens and Utility Liens; assisted the Employee Relation Committee in the drafting and revising of the interview questions; prepared packets for the interviews; set up new employee in the City's payroll system and appropriate employment forms and set up a pre-employment drug test; sent a thank you letter to McCleary Excavating for the donation of fabric for the installation of the new equipment at Black Bear Park; coordinated with the Public Works Director on the nuisance abatement of the vacated HM Mart and prepared and sent an invoice totaling \$1,735.89 for the removal of the dilapidated fence, deck and shed; coordinated with Sergeant Jahns and the Mayor on the drafting of 3 nuisance abatement/code violation letters and, at the Council's request sent a letter to the vacated home on Moselle Street; reported that IAWC was not able to access the galaxy read systems; therefore, are continuously obtaining reads from staff; filed the necessary paperwork with the Scott County Auditor in regards to what City offices are open and posted the notice on the City's website, Facebook page and Bugle reminding the Council that all nomination papers are to be filed at the Auditor's Office and not with the City Clerk as this was to relieve City Clerk's from being carriers and to remedy deficiencies before candidates file their papers and avoid confusion on deadlines; prepared and sent letters to all the businesses and residents that were affected by the Mayne Street Rehabilitation Project that was projected to start on August 14, 2017; filed the City's annual debt as of June 30, 2017 with the Treasurer of State and filed the City's General Obligation Debt as of June 30, 2017 with the Scott County Treasurer as required as these reports are both due August 31, 2017; received an application for a Variance from Sawgrass Partners, LLC prepared certified letters, set the public hearing date and published the required public hearing notice in the Quad

City Times and prepared and published the Zoning Board of Adjustment meeting minutes; placed 3 liens; prepared an Ordinance Amendment on Chapter 8.14 Refuse and worked in conjunction with the City Attorney and drafted an Amendment for Council review; downloaded the software for the laserfiche scanning; training was scheduled for August 21, 2017 and assisted Mr. LeBahn on the preparing of the City's Codebook to publish on the City's website; reported that resident Alan McManus had filed the necessary proof of insurance certificate as requested and presented the May, June and July 2017 Utility Billing reconciliation reports. McCullough reported that the City had received the Water Shut Off Agreement with IAWC; however, the Clerk had expressed concerns on the shut off timeline so after he contacted the Iowa Utilities Board, the City will have to revise their shut off policy accordingly to adhere the Agreement. The Clerk also noted that she had placed an article in the Council's packets in regards to the typing of minutes in reference to Council meetings that was published in the Iowa League of Cities informing the Council that she was going to have to condense her minutes even more as they are taking entirely too long to type. McCullough added that if you look at the City's published minutes compared to other City minutes, they are quite lengthy. He said that if the City still wishes to have a more in-depth version that is fine but what is listed under the statue the minutes should only reflect the actions taken at the meeting and summarize the details of the discussion.

**(ITEMS #27 & #28 WERE MOVED TO BE DISCUSSED ABOVE ITEM #11)**

**COMMENTS AND FUTURE AGENDA ITEMS:** Council member Smith said that she would like to see the City communicate more with residents and businesses the next time there is another major project and not just post a notice on the door. Council member Strong said that as a perfect example the resident that was present tonight was not even aware the City was rehabilitating the North Mississippi Street corridor. Council member Schutte agreed; however, stated that it still lies within the residents' responsibility to find out what topics are being discussed.

Employee Relation Committee Chair Goodin tentatively set an Employee Relation Committee meeting for August 29, 2017 at 9:30 a.m. to organize and discuss employee functions.

Council member Smith asked the Clerk if she attends all the Planning & Zoning meetings. The Clerk said yes, that she was required to according to her job description.

Council member Strong asked if anyone followed up on her concerns from the last meeting and contacted the school and bus lots. Sergeant Jahns said that he had contacted both. Council member Schutte said that he, too, tried telephoning the bus lot about the Mayne Street construction and no one ever answered.

Sergeant Jahns asked that an Ordinance Amendment be written to penalize residents that either throw grass clippings or snow onto the City Streets as currently there is no penalty and Public Works is continuously asking that the Police Department make contact with those individuals but again, there is no Ordinance.

**ADJOURNMENT:** Council member Barton made a motion to adjourn, seconded by Council member Schutte. A roll call vote was taken: Barton-aye, Schutte-aye, Smith-aye, Goodin-aye and Strong-aye. Motion carried. The meeting adjourned at 9:10 p.m.

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Mayor, Timothy Brandenburg

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

**CLAIMS REPORT**

A-1 SIGN & CRANE	EQUIPMENT OPER	3,997.50
ADDOCO	BLDG & GROUNDS MAINT	603.75
ADVANCED BUSINESS SYSTEMS	EQUIPMENT OPER	4,620.00
ALEXIS FIRE EQUIPMENT	EQUIPMENT OPER	505.00
BARCO MUNICIPAL PRODUCTS	EQUIPMENT OPER	193.58
BLUE GRASS FEED & SEED	BLDG & GROUNDS MAINT	19.02
CASEY'S GENERAL STORES	VEHICLE OPER	618.44
DAUFELDT, RAY	TELEPHONE	25.00
DEPT EDUCATION STUDENT	CONT'D EDUCATION	1,481.29
DOWNING, ROBERT	TELEPHONE	15.00
EASTERN IA COMM. COLLEGE	TRAINING/TRAVEL/SAFETY	3,462.00
EASTERN IA LIGHT & POWER	UTILITIES	1,802.77
HENNING, KEVIN	TELEPHONE	15.00
IOWA ONE CALL	PROFESSIONAL FEES	26.10
MEDIACOM	INTERNET	431.29
MIDAMERICAN ENERGY	UTILITIES	4,317.21
OFFICE MACHINE CONSULT	EQUIPMENT OPER	41.92
POWER GRAFX	UNIFORM ALLOWANCE	50.00
QC ANALYTICAL SVES	TESTING	2,270.38
QUAD CITY TIMES	ADVERTISING & PUBLICATIONS	10.41
REPUBLIC SVS	GARBAGE/RECYCLING	7,956.85
REXCO EQUIPMENT	EQUIPMENT OPER	280.16
ROBERTSON, LONNIE	TELEPHONE	25.00
SCHMIDT, ANN	TELEPHONE	25.00
SCOTT AREA SOLID WASTE	LAND FILL FEES	160.89
SCOTT CO. FAMILY Y	YMCA SUMMER PROG	4,620.00
SCOTT CO. SHERIFF	JAIL EXPENSE	25.00
SECRETARY OF STATE	PROF FEES	30.00
SYCAMORE PRINTING	OPER SUPPLIES	137.17
TALL GRASS BUSINESS RESOURCES	OPER SUPPLIES	380.99
TC AUTO	VEHICLE OPER	75.43
VERTIV SERVICES	BLDG & GROUNDS MAINT	500.00
VISU-SEWER	SANITARY SEWER	44,877.90
<b>***** REPORT TOTAL *****</b>		<b>83,600.05</b>

**FUND TOTALS**

GENERAL FUND	23,168.93
RESERVES: PARK IMPROV	2,252.00
ROAD USE FUND	93.39
SEWER FUND	24,967.99
RESERVES: SEWER IMPROV	25,000.00
SANITATION FUND	8,117.74
	<b>83,600.05</b>

**ADDITIONAL BILLS PAID IN MAY 2017:**

PAYROLL	22,721.91
B.G. SAVINGS BANK (FEDERAL/FICA/MEDICARE W/H)	7,900.06
STATE OF IOWA (STATE W/H)	1,278.00
IPERS (PENSION W/H)	4,964.43
AMERICO (457 PLAN W/H)	150.00
TEAMSTERS (UNION DUES W/H)	147.24
CENTRAL STATES INSURANCE-EMPLOYEE CONTRIBUTION(S)	440.00
COLLECTION SERVICES CENTER-EMPLOYEE W/H	400.00
TREASURER, STATE OF IOWA-SALES TAX	1,374.00
BLUE GRASS POSTMASTER-POSTAGE	348.07
HOSTWAY-OFFICE OPERATIONS	5.95
CENTRAL STATES INSURANCE-HEALTH INSURANCE	10,357.50
IA DEPT OF NAT'L RESOURCES-TRAINING/TRAVEL	60.00
BLUE GRASS FIRE DEPT-MEMORIAL	50.00
VOID CK#33489 5/15/17 SCOTT COMM. COLLEGE	(2,794.58)
<b>TOTAL ADDITIONAL BILLS PAID:</b>	<b>47,402.58</b>

**FUND RECAP:**

GENERAL FUND	26,508.45
WATER FUND	6,488.71
SEWER FUND	5,566.68
ROAD USE FUND	1,379.21
SANITATION FUND	67.03
EMPLOYEE BENEFITS FUND	7,392.50
<b>TOTAL FUND RECAP:</b>	<b>47,402.58</b>

**TOTAL REVENUES RECEIVED FOR THE MONTH OF MAY 2017:**

GENERAL FUND	29,991.49
FIRE TOWNSHIP FUND	5.83
RESERVES: POLICE DEPT.	15.00
RESERVES: PUBLIC SAFETY BLDG.	34.47
RESERVES: PARK IMPROVEMENTS	75.00
ROAD USE FUND	11,417.40
EMPLOYEE BENEFITS	5,625.19
LOCAL OPTION SALES TAX	15,715.88
TAX INCREMENT FINANCING	42,419.47
MONEY MARKET RESERVE	572.31
WATER FUND	22,085.80
RESERVES: WATER IMPROV FUND	75.00
SEWER FUND	20,179.44
SANITATION FUND	7,347.55
<b>TOTAL REVENUE:</b>	<b>155,559.83</b>