

**THE REGULAR MEETING
OF THE BLUE GRASS CITY COUNCIL
BLUE GRASS, IOWA OCTOBER 16, 2017**

The Blue Grass City Council met in regular session at 7:00 p.m. on the 16th day of October 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 and Lisa Smith. Absent was Council member Bonnie Strong.

APPROVAL OF AGENDA: It was the consensus of the Council to remove several items from the Agenda due to the fact that there was not a full Council present; therefore, Council member Goodin moved to approve the Agenda with the following items being removed: Roles & Responsibilities; Items #15, #16, #17, #20, #21 and #22, seconded by Council member Barton. A roll call vote was taken: Goodin-aye, Barton-aye, Smith-aye and Schutte-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 Larry Richter complained of the dust and rock coming from his sealcoat street as he was tired of living on a gravel road asking that the City do something about it. He also complained of the rock that gets plowed onto his property every year from the private contractors that plow the City streets. Mayor Brandenburg explained that unfortunately, the City does not have the funds to asphalt or concrete their City streets and that as far as private contractors plowing snow, he is only aware of Public Works that plows the City streets and that it was inevitable when plowing snow that there is going to be rock from the seal coated streets. He said that Public Works is very cognizant and tries very hard to minimize the rock from being plowed from the sealcoat streets. Council asked that Mr. Richter file a complaint once he is able to find out who is plowing snow onto his property as it was against the City Ordinance. Mr. Richter then informed the Council that they were illegally hanging signs onto utility poles as it was illegal. Mayor Brandenburg informed Mr. Richter that the City has permission from MidAmerican Energy; however, if he wanted to file an official complaint to contact MidAmerican Energy.

ROLES & RESPONSIBILITIES OF THE MAYOR AND CITY COUNCIL: (Previously removed from the Agenda)

CONSENT AGENDA:

- 1. Motion to approve the minutes of the October 2, 2017 Council meeting**
- 2. Motion to approve the minutes of the October 4, 2017 Committee of the Whole meeting**
- 3. Motion to adopt Resolution 2017-44 ref: authorizing a transfer from the Tax Increment Financing Low-to-Moderate Income Reserve to the Sewer Fund**
- 4. Payment of claims**

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

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

- 5. Park Board Report:** Hermann referred to the October 5, 2017 meeting minutes reporting that the Board was preparing for their upcoming 7th annual Pumpkin Dash set for October 21, 2017 asking for volunteers. He also reported that the Blue Grass Community Club had joined efforts to assist with the Board’s Christmas Tree lighting ceremony set for December 4, 2017. Council member Schutte questioned the safety of the laminating of lights used for the ceremony. Hermann explained that there

would be no candles used; however, they were planning on using small paper bags with some type of lighting. Further discussion was held on the Christmas Tree Lighting Ceremony.

INFORMATIONAL PROCEEDINGS:

- 6. Tom Hill & John Hermiston ref: North Mississippi Street Concerns:** Council member Smith reported that the Council was not going to move forward on increasing the speed limits on North Mississippi Street at this time; however, they may review the speed limits after the North Mississippi Street Rehabilitation Project is complete; therefore, there was no need for anyone to file a petition or reiterate all of their concerns again. Resident Jan Hill reported that in all the discussions held in regards to the safety of the Police Officers she has come to the conclusion that the Arizona State Statue posts signs to protect their Officers asking that the Council look into those types of signs. Mayor Brandenburg reported that the State of Iowa also has similar laws that protect Officers; however, unfortunately, it is the violators that do not obey such laws. Council member Schutte added that most motorists do not pay any attention to signs as motorists are supposed to yield to emergency vehicles as the fines start at \$350.00. Resident John Hermiston thanked the Mayor and City Council for listening to their concerns.

POLICE DEPARTMENT:

- 7. Police Department Report:** Sergeant Jahns was called out on a call; therefore, the Council proceeded with the Agenda until Sergeant Jahns arrival.

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

- 8. Nuisance Abatement(s):** Chair Barton referred to the "Concerned Citizens Log Book" reporting that there were no complaints filed. Mayor Brandenburg reported that he had followed up on some of the remaining nuisance abatements reporting that there was some progress. Council member Smith reported that she had received a complaint from Mr. Chuck Bracey who asked that the back yard at 230 East Meuse be cleaned up. Mayor Brandenburg agreed to follow up with Sergeant Jahns.

ORDINANCE(S):

- 9. Second reading of Ordinance Amendment 2017-05 ref: Chapter 8.14 Refuse Disposal:** The Clerk requested that the second reading of Ordinance Amendment 2017-05 be tabled due to the absence of Council member Strong as she had several changes to report. Council member Schutte moved to table the second reading of Ordinance Amendment 2017-05 and place on the November 6, 2017 meeting Agenda, seconded by Council member Smith. A roll call vote was taken: Schutte-aye, Smith-aye, Goodin-aye and Barton-aye. Motion carried.
- 10. DRAFT – Ordinance Amendment 2017-06 ref: Chapter 10.40.020 Speed Limits ref: North Mississippi Street:** Council member Smith requested that draft Amendment 2017-06 be eliminated. It was the consensus of the Council to eliminate draft Amendment 2017-06.
- 11. First Reading of Ordinance Amendment 2017-08 ref: an Amendment to the existing zoning map:** Council member Schutte introduced the first reading of Ordinance Amendment 2017-08 commenting that the Amendment was on file at City Hall. Council member Schutte moved to accept the first reading of Ordinance Amendment 2017-08 to include a correction, seconded by Council member Smith. A roll call vote was taken: Schutte-aye, Smith-aye, Barton-aye and Goodin-aye. Motion carried.
- 12. Resolution 2017-41 ref: approving a Site Plan in reference to MidWestOne Bank and Ethodd, LLC's Pleasant Valley Redi-Mix, Inc. Concrete Plant:** Council member Goodin introduced Resolution 2017-41 commenting that the Resolution was on file at City Hall. Council member Goodin moved to adopt Resolution 2017-41, seconded by Council member Smith. A roll call vote was taken: Goodin-aye, Smith-aye, Schutte-aye and Barton-aye. Motion carried.
- 13. Resolution 2017-42 ref: approving a Preliminary and Final Plat of Towne & Country Manor's 7th Addition:** Council member Barton introduced Resolution 2017-42 commenting that the Resolution was

on file at City Hall. Council member Smith moved to adopt Resolution 2017-42, seconded by Council member Goodin. A roll call vote was taken: Smith-aye, Goodin-aye, Schutte-aye and Barton-aye. Motion carried.

- 14. Resolution 2017-46 ref: authorizing the City of Blue Grass to participate in the “All Town Sign Replacement Program” through the Iowa Department of Transportation:** Council member Schutte introduced Resolution 2017-46 commenting that the Resolution was on file at City Hall. Council member Schutte moved to adopt Resolution 2017-46, seconded by Council member Smith. A roll call vote was taken: Schutte-aye, Smith-aye, Goodin-aye and Barton-aye. Motion carried.

EMPLOYEE RELATION COMMITTEE:

- 15. Employee Relation Committee Meeting 8/29/17 “Topic of Discussion”:** (Previously removed from the Agenda)

- 16. Discussion ref: Appointing/Hiring of Police Chief:** (Previously removed from the Agenda)

- 17. Job Advertisement for Police Chief:** (Previously removed from the Agenda)

ECONOMIC DEVELOPMENT:

- 18. Update on future economic development:** Economic Development Chair Smith had previously requested that this item remain on the Agenda so that she can be updated on any future economic development.

The Clerk reported a public hearing date of October 23, 2017 at 6:00 p.m. with the Planning & Zoning Commission and a public hearing date of November 6, 2017 at 7:00 p.m. with the City Council to approve Prairie Woods Estates 3rd Addition.

POLICE DEPARTMENT:

- 7. Police Department Report:** Mayor Brandenburg presented the September 2017 report as Sergeant Jahns was called out on a call: read aloud a letter from Officer Bujalski reporting that he will be unable to work at this time due to an unforeseen incident with Buffalo Police Chief Behning; however, once he is available he will inform Sergeant Jahns of his availability; 61 traffic contacts with 67 warnings and 19 citations written; Blue Grass Officers responded to a total of 184 calls for service during the month; 4 arrests and reported that all Scott County Police and Fire Agencies had a massive update with the New World System taking roughly two weeks reporting that there are still many unresolved issues with the new update; Officer Guinn spent two shifts with IT staff trying to resolve the issues; call load and investigative due diligence on in-depth cases taking a great deal of time to complete; experienced server and scanner issues with the TRACS citation software; one squad down had to be transported to Mills Chevrolet to be serviced due to brake issues reporting that the repair was under warranty; second squad car also had a recall and had to be transported to Mills Chevrolet; other Police Business: Sergeant Jahns participated in the GTSB detail where an initial traffic the stop turned into a pursuit; whereas, a rock chipped the windshield and has since then been replaced; Officers received a refresher course on stop stick deployment procedures reporting that during an inspection, Sergeant Jahns found that the Department’s two sets of stop sticks were damaged; therefore, has since then been replaced;

POLICY & ADMINISTRATION: City Clerk/Financial Officer Ann Schmidt reported the following:

- 19. Clerk’s Report:** The September 2017 report consisted of the following: 96 accounts were assessed a \$5.00 late fee penalty; 6 delinquent letters were sent out totaling \$784.30 that were due October 2, 2017 reporting that all were paid within the time prescribed with the exception of 2 accounts as the City is unable to shut off service due to the fact that the City’s shut-off agreement with Iowa American Water Company (IAWC) has not taken effect; billing period of 08/24/17 to 09/23/17 billed a total of \$26,528.42 and a total of \$6,108.74 in the arrears; 709 bills produced; 179 ACH residents enrolled; reviewed the list of outstanding Street Assessments, Sidewalk Assessments, Snow Removal Liens and Utility Liens; worked in conjunction with the Bi-State Regional Commission and the Police Department

on completing and filing for two grants that were due October 1st with one request to purchase new body cameras and an in-car camera system requesting \$9,058.00 and the other request was for the purchase of two Panasonic Toughbook Solution mobile data terminal computers for the squad cars requesting \$8,756.00; was contacted by Bill Tubbs requesting to publish the City's sample ballot in the North Scott Press; however, after further review the City was unable to as the City has designated the Quad City Times as their publisher; at the Council's request, checked to see what the costs were to publish in the North Scott Press, which was estimated at \$582.00 and the Quad City Times, which was estimated at approximately \$2,000.00; prepared three nuisance abatement letters; after reading an article in the North Scott Press was concerned on that the Scott County Board of Supervisors had adopted a Resolution opposing resident TIF development; therefore, she contacted Scott County Board of Supervisors Brinson Kinzer and expressed her concerns that there was no input from cities to find out what benefits residential TIF has brought to their communities; assisted Hopkins & Huebner with the gathering of data associated with the litigation case against Mediacom; City Staff is still assisting IAWC as they are still unable to access the galaxy read system; also, after receiving several complaints from citizens, researched IAWC irrigation billing and found that IAWC was billing residents incorrectly; therefore, brought to the attention of IAWC who is now presenting the irrigation rate structure to the Iowa Utilities Board for approval as they were unaware that Blue Grass had a different rate structure for the billing of irrigation meters; Prairie Woods Estates 3rd Addition - Preliminary and Final Plat submitted by Sawgrass Partners, LLC, scheduled a public hearing with both the Planning & Zoning Commission for September 11, 2017 and the City Council September 18, 2017 but was later canceled due to some revisions that had to be made; later received a revised Preliminary and Final Plat; therefore, once letters of recommendation are received from the City Attorney, City Engineer and Building Commissioner, a meeting will be set; coordinated a meeting with the Planning & Zoning Commission on the request from Dale Grunwald to approve a Site Plan and then presented to the City Council at their October 2, 2017 meeting; drafted a Resolution so that when Mr. Grunwald has successfully completed the requirements under the Site Plan Ordinance, the Resolution will then be presented to the Council for approval; Towne & Country Manor's 7th Addition - Preliminary and Final Plat submitted by Dan Dolan, scheduled a public hearing with both the Planning & Zoning Commission on September 25, 2017 and the City Council on October 2, 2017; drafted a Resolution for Council approval; Site Plan for MidWestOne Bank and Ethodd, LLC for the construction of a branch concrete plant - drafted a Resolution for Council approval; prepared an Ordinance Amendment incorporating the rezoning of certain property within the corporate limits of the City of Blue Grass; on the request of the Employee Relation Committee, was asked to do a job overview of City Hall staff to give the Committee a better understanding of the time involved when completing a task and review each City Hall staff's job description; however, was unable to complete at this time due to the staff be overwhelmed with Plat request, Site Plan reviews, etc.; issued a Home Occupation Permit to Terry Leighton to renew his Home Occupation Permit to sell firearms as both she and the Building Commissioner reviewed Mr. Leighton's request and found that Mr. Leighton was in compliance with the new requirements set forth in the Home Occupation Ordinance; new reporting requirements from the State on TIF reporting known as "General Accounting Board Standards" GASB 77; therefore, sent letters out to all taxing authorities disclosing the City's TIF rebates for the year ending June 30, 2017; after speaking with Mr. Kent Ellis from the IDOT in regards to the North Mississippi Street Rehabilitation Project, it was discovered that the City was not as far along with the project as the IDOT had initially requested; therefore, put the City's bid letting date off until January 17, 2018; set up a telephone conference with Mr. Ellis, herself, Attorney, Engineer, Public Works Director and the Mayor to further discuss the project timeline, etc.; at the request of the Council to hold two informational meetings for October 12, 2017 and October 17, 2017 both at 6:30 p.m.; sent letters to all 47 residents that will be impacted by the project to requesting their presence; assisted the Park Board on their October 21, 2017 Pumpkin Dash; drafted a Resolution for Council approval in regards to the All Town Sign Replacement Program so that the City could apply for a sign replacement grant; reported that the Codebook was now on the City's website giving recognition to both Mr. LeBlahn from Advanced Business Systems and Mr. Jim Schmedding with the Bi-State Regional Commission; assisting the new

Building Commissioner as he is getting quite acclimated and is an asset to Blue Grass; reported that Mr. Gruenhagen had notified her that Mr. George Moeller, Jr. did not in fact have insurance; therefore, had to have Mr. Gruenhagen supply the City with proof of insurance and have both Mr. Gruenhagen and Mr. George Moeller, Jr. sign Hold Harmless Agreements; and was unable to complete the July Utility Billing reconciliation reports. Council member Smith reported that Ms. Strong had asked that she convey some of her concerns on the Clerk's Report as Ms. Strong felt that the Clerk could delegate some of the work to other staff members so that she is not so overwhelmed. The Clerk reiterated that her report consists of both herself and/or other staff. Council member Schutte said that while he understands that the report consists of the entire staff; however, asked that the Clerk refrain from using "I" in her reports. He asked what the status was on the vacated HM Mart building. Mayor Brandenburg reported that the City had received a registered letter from the Department of Natural Resources that contained a copy of a notification letter that was sent to the owners of the former HM Mart in regards to their on-going nature of violations on their underground storage tanks as the matter has now been turned over to the Iowa Environmental Protection Commission.

20. Status of Office Space for Lease: (Previously removed from the Agenda)

21. Turn Office Space into historical showing for past, present, future Blue Grass: (Previously removed from the Agenda)

22. What if the 5-Year Plan: (Previously removed from the Agenda)

COMMENTS AND FUTURE AGENDA ITEMS: The Clerk reminded the Council of the Committee of the Whole meeting scheduled for Tuesday, October 17, 2017 at 6:30 p.m. at the Public Safety Building. Mayor Brandenburg said that after the October 17, 2017, meeting that both the Public Works Director and the City Attorney will then go door-to-door to try to get the remaining signatures on the Temporary Easement Agreements.

The Clerk reported that she would like to meet with the Employee Relation Committee to negotiate her contract as it expires January 2018.

ADJOURNMENT: Council member Schutte made a motion to adjourn, seconded by Council member Smith. A roll call vote was taken: Schutte-aye, Smith-aye, Barton-aye and Goodin-aye. Motion carried. The meeting adjourned at 7:49 p.m.

Mayor, Timothy Brandenburg

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

CLAIMS REPORT

ACME SIGN CO.	BLDG & GROUNDS MAINT	604.32
ALEX AIR APPARATUS	EQUIPMENT OPER	460.00
BARCO MUNICIPAL PRODUCTS	EQUIPMENT OPER	66.98
BLUE GRASS FEED & SEED	BLDG & GROUNDS MAINT	474.62
CASEY'S GENERAL STORES	VEHICLE OPER	683.05
DICK-N-SONS LUMBER	STREET SIGNS	87.68
ELECTRIC PUMP	LIFT STATION	4,251.59
JOHNSON DISTRIB.	BLDG & GROUNDS MAINT	21.00
KAM KONCEPTS	BLDG & GROUNDS MAINT	100.00
KELLY, KIM	FUNDRAISING EXP	48.44
MEDIACOM	INTERNET	431.29
MIDAMERICAN ENERGY	UTILITIES	1.33
NAPA AUTO PARTS	VEHICLE OPER	227.88
PANTHER UNIFORMS	UNIFORM ALLOW	141.75
POWER GRAFX	UNIFORM ALLOW	277.34
PROFORMA	OPERATING SUPPLIES	634.60
PS3 ENTERPRISES	BLDG & GROUNDS MAINT	249.54
QUAD CITY TIMES	ADVERTISING & PUBLICATIONS	606.56
REPUBLIC SERVICES	GARBAGE/RECYCLING	7,956.85
SAFELITE AUTO GLASS	EQUIPMENT OPER	301.89
SANDRY FIRE SUPPLY	EQUIPMENT OPER	769.00
SCHMIDT, ANN	TRAVEL/OFFICE OPER	40.75
SCOTT COUNTY LIBRARY	LIBRARY TAXES	27,578.50
STOPSTICK	EQUIPMENT OPER	1,242.00
TC AUTO	EQUIPMENT OPER	272.04
***** REPORT TOTAL *****		47,529.00

FUND TOTALS

GENERAL FUND	7,310.22
LIBRARY MAINT FUND	27,578.50
RESERVES: PARK IMPROV FUND	48.44
ROAD USE FUND	158.21
SEWER FUND	4,476.78
SANITATION FUND	7,956.85
FUND TOTALS:	47,529.00