

**THE REGULAR MEETING  
OF THE BLUE GRASS CITY COUNCIL  
BLUE GRASS, IOWA                      JANUARY 3, 2024**

The Blue Grass City Council met in regular session at 7:00 p.m. on the 3<sup>rd</sup> day of January 2024, in the City Council Chambers of City Hall, 114 N. Mississippi Street, pursuant to law, with Mayor Brad Schutte presiding, with a Pledge of Allegiance and a moment of reflection.

**SWEARING IN OF MAYOR ELECT:** Mayor-elect Brad Schutte was officially administered the Oath of Office on December 20, 2023 pursuant to Iowa Code Section 376.2. The City Clerk administered the Oath of Office swearing in Mayor Brad Schutte.

**SWEARING IN OF CITY COUNCIL MEMBERS:** The following newly elected Council members were administered the Oath of Office on December 19, 2023 pursuant to Iowa Code Section 376.2. Mayor Schutte administered the Oath of Office to newly elected Council members Tim Brandenburg, Robert Blok and Schuyler Bowman.

Council present: Brandenburg, Bowman, Blok and Rhoades. Member Hermann was absent.

**APPROVAL OF AGENDA:** Brandenburg moved to approve the Agenda as presented, seconded by Rhoades. Roll call: Brandenburg-aye, Rhoades-aye, Blok-aye and Bowman-aye. Motion carried.

Mayor Schutte read aloud the Mayoral Comments.

**PUBLIC FORUM:** From the audience, there were none.

**COUNCIL APPOINTMENT:** Brandenburg moved to appoint Ann Schmidt as the City Clerk/Financial Officer, seconded by Blok. Roll call: Brandenburg-aye, Blok-aye, Rhoades-aye and Bowman-aye. Motion carried. Mayor Schutte administered the Oath of Office to City Clerk/Financial Officer Ann Schmidt.

**MAYORAL APPOINTMENTS:** Mayor Schutte announced the following appointments:

**Mayor Pro Tem:** Mike Hermann: Rhoades moved to appoint Mike Hermann as Mayor Pro Tem, seconded by Brandenburg. Roll call: Rhoades-aye, Brandenburg-aye, Bowman-aye and Blok-aye. Motion carried. Mayor Schutte said that he would administer the Oath of Office at a later date due to Hermann's absence.

**Police Chief:** Mike Meier: Bowman moved to appoint Mike Meier as Police Chief, seconded by Blok. Roll call: Bowman-aye, Blok-aye, Rhoades-aye and Brandenburg-aye. Motion carried. Mayor Schutte administered the Oath of Office to Police Chief Mike Meier.

**Public Works Director/Building Commissioner:** Jim Meyrer: Brandenburg moved to appoint Jim Meyrer as Public Works Director/Building Commissioner, seconded by Bowman. Roll call: Brandenburg-aye, Bowman-aye, Blok-aye and Rhoades-aye. Motion carried. Mayor Schutte administered the Oath of Office to Public Works Director/Building Commissioner Jim Meyrer.

**City Attorney:** William McCullough: Rhoades moved to appoint William McCullough as City Attorney, seconded by Blok. Roll call: Rhoades-aye, Blok-aye, Brandenburg-aye and Bowman-aye. Motion carried. Mayor Schutte administered the Oath of Office to City Attorney William McCullough.

**City Engineer:** Mike Janecek: Rhoades moved to appoint Mike Janecek as City Engineer, seconded by Brandenburg. Roll call: Rhoades-aye, Brandenburg-aye, Blok-aye and Bowman-aye. Motion carried. Mayor Schutte administered the Oath of Office to City Engineer Mike Janecek.

**Fire Department Election Results/Fire Chief:** Mayor Schutte read aloud the Fire Department election results from their December 26, 2023 meeting reporting that Brian Seamer was unanimously elected as Fire Chief. Bowman moved to appoint Brian Seamer as Fire Chief, seconded by Blok. Roll call: Bowman-aye, Blok-aye, Brandenburg-aye and Rhoades-aye. Motion carried. Mayor Schutte administered the Oath of Office to Fire Chief Brian Seamer.

**MAYORAL COMMITTEE APPOINTMENTS:** Mayor Schutte read aloud his Committee appointments as follows: *Finance:* Brandenburg and Hermann; *Employee Relations/Union Negotiations:* Bowman and Hermann; *Public Safety/Ordinance/Nuisance:* Blok and Rhoades; *Storm Sewer/Sanitation:* Blok and Rhoades; *Streets/Sidewalks/City Buildings:* Bowman and Brandenburg and *Economic Development/Land Use:* Committee of the Whole.

**CONSENT AGENDA:** Brandenburg moved to adopt the Consent Agenda as presented, seconded by Rhoades.

1. **Minutes of the December 18, 2023 meeting**
2. **Resolution 2024-01 ref: authorizing signatures at the Blue Grass Savings Bank**
3. **Payment of claims**

**Roll call:** Brandenburg-aye, Rhoades-aye, Blok-aye and Bowman-aye. Motion carried.

**ENGINEER REPORT:**

4. **Report:** City Engineer Mike Janecek presented the December 2023 Engineer's report.
5. **Lamphere Drive Reconstruction Project:** Janecek reported that a pre-construction meeting with the contractor would be held soon and then a meeting with the residents impacted by the project would be scheduled to discuss the phasing of the project as he projects that the contractor will start early Spring. Further discussion was held on the project details.
6. **Cost Sharing Agreement:** McCullough presented a revised draft "Cost Sharing Agreement" in regards to the Lamphere Drive Reconstruction Project reporting that Iowa American Water and/or Aero Concrete, LTD have not yet approved the Agreement; therefore, suggested that the Agreement remain on the Agenda until it is agreed upon.

**STREET COMMITTEE:**

7. **N. Mississippi Street Sidewalks:** Previously, the Council awarded a contract to McDermott Concrete to replace and/or grind 20 sidewalks on North Mississippi Street.  
Public Works Director Meyrer reported that the project was complete and satisfactory.
8. **Stop Sign Placement:** Resident Mark Wakefield expressed concerns on the property adjacent to him developing; therefore, requested that a three-way stop sign be placed at North Moselle and West Lauretta Street. Discussion was held.

**BUILDING COMMISSIONER:**

9. **Report:** Building Commissioner Jim Meyrer presented the December 2023 Building Commissioner report.

**FINANCIAL ASS'T GRANT:**

10. **LMI Bids:** Previously, the City received a financial assistance grant application from Ms. Deb Peterson requesting that bids be received on the various projects observed by the Building Commissioner.

Meyrer presented bids obtained by Ms. Peterson on window replacement and a patio door. Council reviewed and compared the bids. Brandenburg moved to approve Window World's bid in the amount of \$11,070.00 with the City paying 90 percent and the applicant paying 10 percent, seconded by Rhoades. Roll call: Brandenburg-aye, Rhoades-aye, Blok-aye and Bowman-aye. Motion carried.

11. **LMI Bids:** Previously, the City received a financial assistance grant application from Ms. Tracy Marolf requesting that bids be received on the various projects observed by the Building Commissioner.

Meyrer presented bids obtained by Ms. Marolf on replacing her furnace, front step, various areas with insulation and some minor concrete repairs. Council reviewed and compared the bids. Bowman moved to approve the following bids: Petersen Plumbing & Heating option #3 \$4,300.00; Summit Services \$6,072.27 and Quad City Fix It, Inc. \$7,500.00 with an amount not to exceed the \$18,000.00

limit with the City paying 90 percent and the applicant paying 10 percent, seconded by Blok. Roll call: Bowman-aye, Blok-aye, Brandenburg-aye and Rhoades-aye. Motion carried.

**PUBLIC WORKS:**

- 12. Report:** Public Works Director Jim Meyrer presented the December 2023 Public Works Department report.
- 13. Purchase of 4066R John Deere:** Meyrer reported that he had received two bids on the purchase of a John Deere 4066R utility tractor which includes various pieces of equipment and trade in the 2002 John Deere 4610 and Kubota L4310. Council reviewed the two bids. The Clerk reported that monies from the reserves and Road Use Fund would be utilized to fund the purchase. Rhoades moved to approve P & K Midwest bid with trading in the City’s John Deere 4610 and Kubota L4310 totaling \$61,989.00, seconded by Blok. Roll call: Rhoades-aye, Blok-aye, Bowman-aye and Brandenburg-aye. Motion carried.
- 14. Street Repairs:** Meyrer presented a list of several street repairs, storm drain repairs and one ADA sidewalk approach that are needed in the Towne & Country Manor Subdivision asking permission to obtain quotes. He said that monies from the Tax Increment Financing Reserve would be used to fund the project. Discussion was held. It was the consensus of the Council to obtain bids.

**FIRE DEPARTMENT:**

- 15. Set Fire Township Meeting:** A Fire Township meeting was set for February 7, 2024 at 7:00 p.m. at the Public Safety Building with the Township Trustees.

**NUISANCE ABATEMENT(S):**

- 16. Nuisance Abatement(s):** Mayor Schutte reported that there were two nuisance abatements that were handled by the Police Chief.

**COMMENTS AND FUTURE AGENDA ITEMS:** The Mayor reminded the Council that in observance of Martin Luther King, Jr. Day, the Council meeting would be held on Tuesday, January 16, 2024.

**ADJOURNMENT:** Brandenburg made a motion to adjourn, seconded by Bowman. Roll call: Brandenburg-aye, Bowman-aye, Rhoades-aye and Blok-aye. Motion carried. The meeting adjourned at 8:19 p.m.

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Mayor Brad Schutte

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

**CLAIMS REPORT**

BP	VEH OPER	556.70
CASEY'S	VEH OPER	817.74
CENTURYLINK	FAX	166.82
DES MOINES STAMP	OPER SUPPLIES	71.00
HUMANE SOCIETY OF SCOTT CO.	ANIMAL CONTROL	100.00
JOHNSON DISTRIB.	BLDG & GRNDS MAINT	14.00
MCCULLOUGH, WM	LEGAL SVS	2,255.00
MCDERMOTT CONCRETE	SIDEWALK REPAIR/REPLAC	6,240.00
MENARDS	BLDG & GRNDS MAINT	303.64
MUSCATINE CO. AUDITOR	ELECTIONS	408.59
PANTHER UNIFORMS	UNIFORM ALLOW	387.72
R.P. LUMBER CO.	BLDG & GRNDS MAINT	160.87
RED WING SHOE STORE	SAFETY EQUIP	229.49
VERIZON	TELEPHONE/FAX/INTERNET SVS	908.16
<b>TOTAL:</b>		<b>12,619.73</b>

**TOTAL FUNDS:**

GENERAL	6,264.99
ROAD USE	6,354.74
<b>TOTAL FUNDS:</b>	<b>12,619.73</b>