

## **CITY OF CARLISLE REGULAR CITY COUNCIL MEETING MINUTES**

**Monday, August 10<sup>th</sup> 2020; 6:30 P.M**

**Carlisle City Hall 195 N 1<sup>st</sup> Street, Carlisle, IA**

Elected Officials present were Mayor Drew Merrifield, Eric Goodhue, Doug Hammerand, Ruth Randleman and Rob Van Ryswyk constituting a quorum. Dan McCulloch was present by electronic means via Zoom. Also present were City Attorney Robert Stuyvesant, City Clerk Martha Becker and City Administrator Deven Markley. Mayor Merrifield called the meeting to order at 6:30 P.M.

**CONSENT AGENDA & POSSIBLE ACTION** (Council may pull any item on consent agenda for separate action)

Motion by Hammerand seconded by Randleman to approve the Following Consent Agenda Items

- Approve City Council Minutes for Regular Council Minutes July 27, 2020
- Receive and File City Administrator's Report
- Receive and File Electric Department Report
- Receive and File Fire/EMS Department Report
- Approval of Liquor License Renewal Class C Beer Permit (BC) Dollar General #13737, 1015 Blue Stem Avenue, with Class B Wine Permit, Class C Beer Permit (BC) and Sunday Sales.

Motion carried Unanimously on roll call vote.

### **APPROVAL OF BILLS PAYABLE, CHANGE ORDERS AND PAY REQUESTS**

Motion by Hammerand, seconded by Randleman to approve bills in Amount of \$286,563.85.

Motion carried unanimously on roll call vote.

### **CITIZEN PARTICIPATION**

None

### **OLD AND NEW BUSINESS & POSSIBLE ACTION**

Motion by Goodhue, seconded by Randleman to remove Discussion and Possible Action on Asbestos Removal Change Order for Great Western Bank. Motion carried unanimously on roll call vote.

Markley explained to Council that after speaking with Ethos and Eric Mueggenberg, with ATC they noted that the change order increase is due to having to remove asbestos filled pucks from the wall. Removing pucks off a wall (including removal of wall in front of the puck on wall media) and containment in an open area is more difficult. Markley noted that with the proposed change order the bid was \$2,000 over the next lowest bid. The change order is for \$7,800.00 and the total contract change order is \$15,144.00. Motion by Randleman, seconded by Goodhue to approve Asbestos Removal Change Order for Great Western Bank in the total contract amount of \$15,144.00. Motion carried unanimously on roll call vote.

Motion by Randleman, seconded by Goodhue to remove Discussion and Possible Action on Professional Services Agreement for School Street Sidewalk Replacement from table. Motion carried unanimously on roll call vote.

Markley explained to Council that after speaking with Andy Burke from Snyder and Associates the School Street project has been closed out. \$1,000 was held as principal to help leverage the completion of the project. Burke viewed the repair of the sidewalk as an above and beyond service since the project was closed out. The proposition is to pay TK Concrete the \$1,000 to repair the defective sidewalk. TK Concrete made their position that if they had to re-pour the defective sidewalk, they would contest the repairs. Council questioned why the city would pay TK Concrete for repairs to a sidewalk that was not installed to the city's standards. Markley said that there were 12 panels to replace. The cost of the panel replacement was unclear. There was continued discussion to keep the \$1,000 and the city make the repairs. Markley stated that Snyder noted that issues with the sidewalk is not acceptable and they advise removal and replacement of the damaged panels. Council would like staff to notify the bonding company for direction and to get exact figures on the cost of repairs and replacement for the sidewalk.

Mayor Merrifield asked for a motion for Action on Professional Services Agreement for School Street Sidewalk Replacement. Item failed for lack of motion.

Markley spoke on Fire Chief Glover's behalf regarding the purchase of air packs for the fire department. The old packs will expire in 2021 and are showing signs of wear and tear. Glover obtained three quotes and the fire department is recommending the bid from DingesFire Company. DingesFire was \$667.55 higher than the lowest bid but are preferred due to features they offer. Markley explained the purchase would be included in the 2020 Bond and that \$200,000 was set aside in the bond for this purchase. Motion by Randleman, seconded by Hammerand to approve the Purchase of Air Packs for the Fire Department in the amount of \$197,246.00. Motion carried unanimously on roll call vote.

Markley spoke on Fire Chief Glover's behalf regarding the purchase of an ambulance for the EMS department. Glover explained in a memo to Council that they have been working to spec out a new ambulance and that though more bids were solicited, two bids were received. Glover also explained that of the two bids one of the trucks was a wheeled coach which the department is familiar and parts are kept on hand as they currently have two wheeled coaches. The total cost for a new ambulance through FeldFire is \$257,334. There was discussion about refurbishing ambulances and that there is significant cost savings in doing so. Council would like staff to investigate details about warranties, costs and longevity of a unit after its been refurbished. Motion by Goodhue, seconded by Randleman to table Discussion and Possible Action on Purchase of Ambulance for EMS Department. Motion carried unanimously on roll call vote.

Markley explained to Council that city hall received a utility billing credit request for 1830 Walter Brothers Drive. This is a new resident and the first month of usage was 65,969 gallons and the second month was 27,734 gallons. A letter received by the resident states they are watering sod. However, because it is a new service staff is unsure what to consider "normal" usage for the property as there is no previous history. Markley went on to explain that after calculating the difference between the reads and the removal of sewer charges the credit amount

would be \$227.62 on the sewer portion of the utility bill. There was continued discussion and Markley stated that staff advised the homeowners to contact a plumber to see if there was a leak due to both high reads. Staff also explained to the homeowner that they can get an irrigation meter for watering sod. Motion by Randleman, seconded by Goodhue to approve a one-time sewer forgiveness in the amount of \$227.62 for 1830 Walter Brothers Drive and that staff will recommend using an irrigation meter as well as advising owner to contact a plumber for a possible leak. Motion carried unanimously on roll call vote.

Mayor Merrifield opened the public hearing for Sale of an Interest in Real Property at 7:23 pm. Markley noted that no written or oral comments were received. Stuyvesant reviewed the sale of the ROW's for two parcels on 1st street. Stuyvesant recommended that the cost of the ROW would be the total of the publication, attorney and recording costs.

Motion by Goodhue, seconded by Randleman to close the public hearing at 7:27 pm. Motion carried unanimously on roll call vote.

Motion by Hammerand, seconded by Goodhue to approve Resolution 2020081001, A Resolution Directing the Sale of an Interest in Real Property Following the Public Hearing in the amount of costs incurred for publication, attorney and recording fees. Motion carried unanimously on roll call vote.

Council and staff discussed COVID-19 related topics which included the annual DC Trip. Council noted that there may be a virtual meeting this fall since the trip was cancelled. Mayor Merrifield discussed the softball tournament that took place over the weekend. There was discussion regarding the current COVID-19 guidelines for mass gatherings. Council agreed that organizations wanting to have an event on city property will need to present it to Council prior to the event.

### **CITY ADMINISTRATOR REPORT**

Markley noted that this is Tony Palmers 10<sup>th</sup> Year with the Police Department. Markley reviewed details regarding the days wind storm damage. Markley gave kudos to city hall staff for their efforts during utility disconnects.

### **MAYOR AND COUNCIL REPORTS**

Motion by Goodhue, seconded by Hammerand to receive and file Randleman's report. Motion carried unanimously on roll call vote. Mayor asked if Council wanted the subject of UTV's to be brought back up. Council indicated that they would not like the subject to be revisited but that doesn't mean the topic may not come back up with future Council. Van Ryswyk asked if the city would be picking up tree debris from the storm and it was noted that the city will not be doing any removal from properties. Merrifield and Van Ryswyk also noted that they received complaints about fireworks over the 4<sup>th</sup> of July holiday. Council discussed and agreed that they will look at this next year.

### **CITY ATTORNEY REPORT**

Stuyvesant explained that himself, Markley, Randleman and Merrifield attended a meeting at city hall for Park Holdings with their attorney regarding the plans that show a north south street to eventually come off Casey's property. Park Holdings has interested parties for the lots but they do not want to put in the streets and want to know if they can change the plan. It was suggested that if they want to change the plan, they will need to submit a new plan to the Planning and Zoning Committee. Also, Stuyvesant received a letter from Casey's regarding the Condemnation and they have retained private council. He should hear from them sometime next week as their attorney is out of town.

### **UPCOMING MEETINGS AND EVENTS**

None

### **INFORMATION**

Motion by Goodhue, seconded by Randleman to enter into closed session at 8:24 pm, requested by Deven Markley, for City Administrator review Pursuant to Iowa Code Section 21.5(l)(i). Motion carried unanimously on roll call vote.

Motion by Goodhue, seconded by Hammerand to enter into open session at 9:03 pm. Motion carried unanimously on roll call vote.

Mayor Merrifield asked for any action. Motion by Goodhue to renew Markley's contract with a 4% salary increase, seconded by Van Ryswyk. Motion carried Unanimously on roll call vote.

Motion by Goodhue, seconded by Hammerand to Adjourn at 9:04 pm. Motion carried Unanimously on roll call vote.

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Drew Merrifield, Mayor

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Martha Becker, City Clerk

NOTE: Minutes are unofficial until approved by Council-final approval may include corrections as necessary