

CITY OF CARLISLE REGULAR CITY COUNCIL MEETING MINUTES

Monday, October 12th 2020 6:30 P.M

Carlisle City Hall 195 N 1st Street, Carlisle, IA

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

PRESENTATIONS

None

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

Motion by Goodhue seconded by McCulloch to approve the Following Consent Agenda Items

- Approve City Council Minutes for Regular Council Minutes September 28, 2020
- Approval of Ownership Status for Class C Liquor License (LC) (Commercial) for Carlisle V.F.W Post 2099, Inc 34 School Street

Motion carried unanimously on roll call vote

APPROVAL OF BILLS PAYABLE, CHANGE ORDERS AND PAY REQUESTS

Motion by Goodhue, seconded by Van Ryswyk to approve bills in Amount of \$133,918.71

Motion carried unanimously on roll call vote.

CITIZEN PARTICIPATION

Sharon Hill, 5650 SE 68th Place, Carlisle, spoke to Council on behalf of the Carlisle Area Historical Society. Hill inquired about when the street at Third and Penn would be repaired. Hill also asked about the fire hydrant on the Lustron property and if it will be moved. Markley and the public works liaison, Ruth Randleman will speak with public works regarding the street repairs and the fire hydrant.

OLD AND NEW BUSINESS & POSSIBLE ACTION

Stuyvesant explained that 435 Bellflower Drive, is a townhome owned by Hubbell Realty. Water at the property was disconnected per notice received by Hubbell as the owner. The resident of the property obtained a legal attorney and contacted the Ombudsman. Stuyvesant noted to avoid possible Federal litigation the water has been turned back on at the property, with a three-month deposit and we will continue to monitor the situation. It was noted that there is existing debt however, due to statutes of limitations it is uncollectable. There was continued discussion regarding city policies pertaining to old debt. It was clarified that the water was shut off per Hubbell's request because the water was in Hubbell's name. No action was taken.

Kathryn Thorson, BrownWinick Law, 666 E Grand Ave. #2000, Des Moines, IA spoke on behalf of Park Holdings LLC via open Zoom conference. Thorson explained that there were discussions between city hall, engineers and herself a couple of months ago to potentially amend the Bur Oak Drive in the Preliminary Plat of Scotch Ridge Plat 1 by removing the Bur Oak Drive portion of the street. Thorson noted that at this time they will not move forward with the amendment to remove Bur Oak Street and that no action was needed on tonight's agenda item. She stated that it is Park Holdings LLC position to move forward with the installation of the road. Thorson clarified to Council and Stuyvesant that the request at this meeting is to not make a change to the preliminary plat and they will proceed with putting in the north/south road (Bur Oak) in the future but not at this time. Stuyvesant brought up that there were past discussions

regarding the next agenda item which is Lot 2 and a possible development which is on the agenda and if the developers are planning to stub in the part of Bur Oak Drive that comes around the corner of Lot 2. Thorson replied that they do not intend to put any portion of Bur Oak Drive in as well as they do not intend to put in any portion of the road past Lot 2. Josh Rabe, Downing Construction, 509 E Scenic Valley Ave, Indianola, IA, spoke to Council via open Zoom conference. He explained that they are assisting Park Holding LLC in the development of Lot 2. He noted that at this time they are only planning to extend the street from the east to the edge of the new lot. There was no action taken.

Mayor Merrifield started the discussion for Terms of Development Agreement for Carlisle Vet Clinic Project disclosing that he is a customer of both the Carlisle Vet Clinic and Central Iowa Insurance. He went on to say that he, city hall staff, Park Holdings LLC and others involved in the project met regarding terms of TIF and in the meeting expressed that he was in favor of five year, 100% TIF. Merrifield continued to explain that he was made aware that Todd Isely's building was under a ten year, 100% TIF not a five year 100% TIF as he previously thought. Merrifield noted that he would change his position on the matter to be in favor of supporting a ten year, 100% TIF for the project but moving forward for other projects is in favor of five year 100% TIF Terms. Council discussed TIF terms and how that would affect developers coming in. They also discussed creating a policy and baseline for TIF agreements. Markley turned the conversation over to Kathryn Thorson so she could explain what they are looking for in the development agreement. They are requesting 10 year, 100% TIF, no jobs created, waiver of utility hook up and \$31,000 to bring in utilities across the frontage road by Casey's. There was discussion between Council and Thorson regarding the requests and it was noted by Thorson that to make the project viable they would need all of the requests fulfilled including the ten year 100% TIF. Randleman noted that for her to support the 10-year TIF the entire road should be developed as TIF is designed for projects with infrastructure costs. Mitch Holtz, Fox Engineering, 414 S 17th Street Ste 107, Ames, IA spoke to Council via open Zoom conference about the frontage road in front of Casey's and explained that is it missing the storm sewer, sanitary sewer, which isn't needed, and the water main. He noted that the pavement is up to public standards. Holtz also explained that the west ½ lot of Lot 2 will be considered an outlet and there is no reason to extend utilities at this point. Josh Rabe explained that the \$31,000 would pay to bring utilities across the road and would be more cost effective for them to go in that direction. Council pointed out that there are other options to bringing utilities to the property and that 10 year, 100% TIF with none of the waivers is reasonable. Council continued discussion with Thorson and Rabe about the waivers and TIF. Motion by McCulloch, seconded by Hammerand to enter into Development Agreement for Carlisle Vet Clinic Project pending approval of 10 Year, 100% TIF with no waivers to connection fees and no additional finances of \$31,000.00. Motion carried unanimously on roll call vote.

Motion by Goodhue, seconded by McCulloch to remove from table, Discussion and Possible Action on Agreement with Polk County for Avon Lake Service Agreement. Motion carried unanimously on roll call vote. Markley stated that he was still waiting to speak with staff from Polk County and asked that the item be tabled again. Motion by Goodhue, seconded by McCulloch to table Discussion and Possible Action on Agreement with Polk County for Avon Lake Service Agreement. Motion carried unanimously on roll call vote.

Motion by Goodhue, seconded by McCulloch to remove Approval of ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF CARLISLE, IOWA BY

AMENDING PROVISIONS PERTAINING TO ZONING REGULATIONS – GENERAL PROVISIONS from table. Motion carried unanimously on roll call vote.

Markley explained that the item had been tabled for a period of time but had not been removed for action. The amendment pertains to the size of parking spaces stating spaces shall have a minimum size of nine feet wide by nineteen feet long exclusive of access drives, aisles or ramps. Motion by Goodhue, seconded by Van Ryswyk to approve the 1st reading of ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF CARLISLE, IOWA BY AMENDING PROVISIONS PERTAINING TO ZONING REGULATIONS – GENERAL PROVISIONS. Motion carried unanimously on roll call vote.

Becker went over the Street Finance Report with Council and explained that the purpose was to report FY street related expenditures and revenues to the IDOT. This is a mandatory report submitted annually. Motion by Goodhue, seconded by Hammerand to Approve Resolution 2020101202 A Resolution approving FY20 Street Finance Report. Motion carried unanimously on roll call vote.

Council and Markley briefly reviewed COVID-19 Response issues and topics. The Police Chief, Fire Chief and public works department heads met regarding taking extra safety protocol since we are entering cold and flu season as well as public works is down one employee due to a scheduled medical procedure and another public works employee has a scheduled upcoming surgery.

Markley noted that the city will not be sending any employees to the Chamber Annual Dinner however a Council member can attend if they would like. Randleman and Goodhue expressed that they planned on attending.

CITY ADMINISTRATOR REPORT

Markley reviewed construction updates for the new city hall and police department. He noted that the school hired a crossing guard for School St. and 5th St.

MAYOR AND COUNCIL REPORTS

Motion by Goodhue, seconded by Hammerand to receive and file Randleman’s Council report. Motion carried unanimously on roll call vote.

Merrifield mentioned that there is movement for the water trails project.

CITY ATTORNEY REPORT

Stuyvesant noted he is continuing to work with Casey’s outside council. He noted he has not filed the petition for condemnation as it could be the city may not have to go that direction.

UPCOMING MEETINGS AND EVENTS

October 24th 2020 Pumpkin Fest

INFORMATION

Motion by Goodhue, seconded by Randleman to enter into Closed Session – Pursuant to Iowa Code Section 21.5(1)(c) at 8:49 pm. Motion carried unanimously on roll call vote.

Motion by Goodhue, seconded by Van Ryswyk to enter into open session at 9:35 pm. Motion carried unanimously on roll call vote.

Mayor Merrifield asked for action. Motion by Hammerand, seconded by Goodhue to direct staff to begin the process to notify homeowners of driveway violations per city ordinance 69.06 (19). Motion carried unanimously on roll call vote.

Motion by Goodhue, seconded by Randleman to adjourn at 9:36 pm. Motion carried unanimously on roll call vote.

Drew Merrifield, Mayor

Martha Becker, City Clerk

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