

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

**Monday, December 28, 6:30 P.M Carlisle City**

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

Elected Officials present via Zoom Conference call were Doug Hammerand. Ruth Randleman, Dan McCulloch, and Rob Van Ryswyk were present at City Hall constituting a quorum. Mayor Merrifield was absent. Also present at City Hall were City Attorney Robert Stuyvesant, City Administrator Deven Markley, City Clerk Martha Becker, Fire Chief Cory Glover, Ronda Frost, Parks and Recreation Superintendent and Police Chief Matt Koch. Mayor Pro-Tem Goodhue called the meeting to order at 6:30 P.M.

### **CONSENT AGENDA & POSSIBLE ACTION**

Motion by McCulloch seconded by Randleman to approve the following consent agenda items.

- Approve City Council Minutes for Regular Council Minutes December 14, 2020
- Approve the Carlisle Citizen as the City's Official Newspaper
- Consider Appointment of Robert Stuyvesant as City Attorney
- Approve Tax Abatement Application For Property Located at 1870 Walter Brothers Drive, Carlisle, IA
- Approve Removing Chris Freier from the Fire/EMS Department Roster Effective December 28, 2020
- Approve Removing Xavier Sivels from the Fire/EMS Department Roster Effective December 28, 2020
- Approval of Hiring Joe Keena as Fulltime Firefighter/Medic at an Hourly Rate of \$15.20 Per Hour Effective December 31, 2020
- Approval of Hiring Haylee Fisher as Fulltime Firefighter/Medic at an Hourly Rate of \$14.20 Per Hour Effective December 31, 2020
- Approval of a Resolution Authorizing Signatures On An Account for the Carlisle Police Department Seized Funds at Great Western Bank
- Consider Appointment of Tim Crowder to Zoning Board of Adjustment for 5-year Term Ending December 31, 2025

Motion carried unanimously on roll call vote

### **PRESENTATIONS**

Mayor Pro-Tem Goodhue swore in Haley Fisher and Joe Keena as Fulltime Firefighter/Medics.

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

Motion by McCulloch, seconded by Van Ryswyk to approve Bills in Amount of \$94,726.79.

Motion carried unanimously on roll call vote.

Motion by McCulloch, seconded by Van Ryswyk to approve Preauthorized Disbursements from Sept. 16-Oct. 16, 2020 in the amount of \$567,126.90. Motion carried unanimously on roll call vote.

Motion by McCulloch, seconded by Van Ryswyk to approve Approval of Pay Request #3 from DDVI Inc. for City Hall Renovation Project in the Amount of \$234,172.60. Motion by McCulloch, seconded by Van Ryswyk. Motion carried unanimously on roll call vote.

### **CITIZEN PARTICIPATION**

None

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

Dana Pederson, Ethos Design Group, 119 S 2<sup>nd</sup> St. Polk City, IA reviewed the site plans and construction drawings with Council. Markley noted that there was unanimous recommendation by the Planning and Zoning Board for the plans. Pederson went over the budget for the project noting that \$2.9 Million is budgeted and the estimate for the project is \$2.8 Million. She also explained that there is a \$150,000 set aside for contingency. There was continued discussion between Council and Pederson about the project. Motion by McCulloch, seconded by Van Ryswyk to approve Carlisle Police Department Site Plan. Motion carried unanimously on roll call vote.

Motion by Randleman, seconded by McCulloch to approve Construction Drawings for Carlisle Police Department. Motion carried unanimously on roll call vote.

Ronda Frost, Parks and Recreation Superintendent spoke to Council regarding the lease contract with the Little League and Softball Leagues for use of Linhardt Park Ball Fields, North Park Ball Field, and Related Facilities. Frost noted that there were minor changes to the contract per Stuyvesant. Frost also explained that they will shorten the contract from seven years to five years. Stuyvesant explained that per Iowa Code, Real Estate leases require a public hearing. Motion by Randleman, seconded by McCulloch to set a public hearing for the lease contract with the Little League and Softball Leagues for January 25<sup>th</sup> at 6:30 pm. Motion carried unanimously on roll call vote.

Markley explained to Council that he created a meeting/submittal schedule for Planning and Zoning meetings for 2021. The purpose of the schedule is to create structure for submitting items for the Planning and Zoning meetings so there is enough time to get items prepared for the meetings. Motion by Randleman, seconded by McCulloch to approve 2021 Meeting Schedule and Submittal Schedule. Motion carried unanimously on roll call vote.

### **CITY ADMINISTRATOR REPORT**

Markley explained that he and Police Chief Matt Koch are reviewing speed limits in areas of town. Budget workshops will be set for January 16<sup>th</sup> and 23<sup>rd</sup> 2020.

### **MAYOR AND COUNCIL REPORTS**

Van Ryswyk said there was a nice article in the Record Herald regarding the building renovations. Goodhue thanked the Police and Fire Departments for their fundraising efforts for Christmas.

### **CITY ATTORNEY REPORT**

Stuyvesant reviewed the condemnation progress with Council. He noted he has not heard anything back regarding the Park Holdings Trial.

### **UPCOMING MEETINGS AND EVENTS**

None

**INFORMATION**

Proclamation Proclaiming January Slavery and Human Trafficking Prevention and Awareness Month

Motion by Van Ryswyk, seconded by Randleman to adjourn at 7:44 pm. Motion carried unanimously on roll call vote.

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Eric Goodhue, Mayor Pro-Tem

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Martha Becker, City Clerk

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