

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

**Monday, March 9th, 2020; 6:30 P.M**

**Carlisle City Hall Council Chamber, 195 N. 1<sup>st</sup> St.**

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

The Pledge of Allegiance was recited.

### **PRESENTATIONS**

Ronda Frost was presented with a \$692.00 grant check from the Iowa Foundation for Parks and Recreation. Frost will use the money for bleachers at South Park.

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

Motion by Goodhue, seconded by Van Ryswyk to APPROVE THE FOLLOWING CONSENT ITEMS.

- Approve City Council Minutes for Regular Council Minutes February 24, 2020
- Approve City Council Minutes for Special Council Minutes February 25, 2020
- Receive and File City Administrator's Report
- Receive and File Electric Department Monthly Report
- Receive and File Police Department Monthly Report
- Approval of Hiring Todd Evans as a Part-time Police Officer at an Hourly Rate of \$20.00 Per Hour Effective March 9, 2020

Motion carried unanimously on a roll call vote.

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

Motion by Van Ryswyk, second by Randleman to approve bills in the amount of \$105,663.96. Motion carried unanimously on a roll call vote.

### **CITIZEN PARTICIPATION**

Don McDonald, 1023 Scott Felton Road, Indianola, IA, spoke to Council on behalf of the Three Rivers Martial Arts. McDonald inquired if the Tai Kwando group could use the second level of the Recreation Center while the police department was relocated. There was discussion about possible places they could use for classes.

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

Markley explained that approval of the design services with Ethos Design Group will allow them to finalize designs, obtain construction drawings, begin bids and start constructing the two renovation projects. Dana Pederson, Ethos Design Group, 119 S 2<sup>nd</sup> Street, Polk City IA, answered questions Council had regarding the project.

Motion by Randleman, seconded by Goodhue to approve the Proposal for Professional Design Services with Ethos Design Group for City Hall and Police Department Renovation Projects. Motion carried unanimously on a roll call vote.

Markley explained to Council that Three Rivers Church was the only entity that has a formal agreement with the City to use the Recreation center which expires the end of May 2020. Council discussed doing a six-month agreement for the church from June 2020 to December 2020. Motion by Randleman, seconded by Van Ryswyk to approve Stopping Rentals at the Recreation Center Effective January 1, 2021 to Allow Temporary Police Department Relocation During Renovations. Motion carried unanimously on a roll call vote.

Motion by Goodhue, seconded by McCulloch to approve Resolution 2020030901 A RESOLUTION SETTING TIME AND PLACE FOR A PUBLIC HEARING FOR THE PURPOSE OF SOLICITING WRITTEN AND ORAL COMMENTS ON THE CITY'S PROPOSED FISCAL YEAR 2020-2021 BUDGET for March 23<sup>rd</sup> at 6:30 pm. Motion carried unanimously on a roll call vote

Markley explained that the annual fund transfers are budgeted transfers for the year. Motion by Van Ryswyk, seconded by McCulloch to approve Resolution 2020030902 RESOLUTION APPROVING FY20 LOSST FUND ANNUAL TRANSFERS. Motion carried unanimously on a roll call vote

Motion by Randleman, seconded by Van Ryswyk to approve Approval of Resolution 2020030903 RESOLUTION APPROVING CERTAIN ANNUAL TRANSFERS OF FUNDS FOR FY20. Motion carried unanimously on a roll call vote

Markley explained that the ordinance pertaining to water connection fee is a continuation from a February meeting. There was not enough Council present to waive the second and third reading. Motion by Goodhue, seconded by McCulloch to approve Ordinance 754 and waive third reading, for ORDINANCE AMENDING THE CODE OF ORDINANCES IN THE CITY OF CARLISLE, IOWA BY AMENDING PROVISIONS PERTAINING TO THE WATER CONNECTION FEE. Motion carried unanimously on a roll call vote

Markley reviewed with Council the amendments to the Code of Ordinance pertaining to the peddlers, solicitors and transient merchants permit. Markley noted changes in section 122.05 as follows:

- A. For one day . . . . . \$ 50.00
- B. For one week . . . . . \$100.00
- C. For up to six (6) months . . . . . \$200.00
- D. For one year or major part thereof . . . . . \$400.00

Markley also noted that section 122.06 pertaining to refunds of permits was repealed. Motion by Goodhue, seconded by Randleman to approve Ordinance 755 and waive second and third readings of an ORDINANCE AMENDING THE CODE OF ORDINANCES IN THE CITY OF CARLISLE, IOWA BY AMENDING PROVISIONS PERTAINING TO PEDDLERS, SOLICITORS AND TRANSIENT MERCHANTS. Motion carried unanimously on a roll call vote

Chief Matt Koch spoke to Council and explained that the 28E agreement would give the city and county the ability to place a hold on vehicle registrations for unpaid municipal parking tickets. Motion by Goodhue, seconded by Randleman to approve Approval Resolution 2020030904 A RESOLUTION AMENDING 28E WITH WARREN COUNTY TREASURER. Motion carried unanimously on a roll call vote.

Council and Mayor discussed the annual Washington D.C trip for the Des Moines Partnership. It was discussed that in the past the trip has been paid from the following fiscal year. This was partly done because the trip happens in May and city representatives that attended would use their own funds and be reimbursed. Mayor suggested that since the trip was not budgeted to skip a year and attend next FY which has budgeted for two city representatives to go. Council discussed the importance of going each year and would like to send a city representative for FY20.

### **CITY ADMINISTRATOR REPORT**

Markley noted that public works staff will be out on medical leave and reviewed which staff will over-see the departments during the absence.

### **MAYOR AND COUNCIL REPORTS**

Council member McCulloch and Randleman submitted their reports at the Council meeting. Motion by Goodhue, seconded by Randleman to receive and file reports. Motion carried unanimously on a roll call vote.

Mayor noted that Julian Garrett will at the next Mayor's Coffee.

### **CITY ATTORNEY REPORT**

None

### **UPCOMING MEETINGS AND EVENTS INFORMATION**

Chamber Lunch and Learn March 10<sup>th</sup> 2020 11:45 am

Motion by McCulloch, seconded by Goodhue to Adjourn at 7:29 p.m. Motion carried unanimously on a 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