

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

**Monday, March 23rd, 2020; 6:30 P.M**

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

Council met via open Zoom conference call due to the Governor's State of Public Health Disaster limiting groups of 10 or more from meeting until March 31<sup>st</sup>, 2020.

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

### **PRESENTATIONS**

None

### **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 March 9, 2020
- Receive and File City Administrator's Report
- Discussion and Possible Action on Hiring Tanner Cooper as Part-time/Volunteer EMT at a rate of \$12.73 Per Hour Effective March 23, 2020
- Approve Resignation of Ryan Rice from the Fire/EMS Department Effective March 9, 2020
- Approval of Liquor License for Sisters Place, 3 School Street, Carlisle, IA, Class C Liquor License (LC) (Commercial) with Class C Liquor License and Sunday Sales Privileges
- Approval of Liquor License Renewal for Stadium View, 130 S 1<sup>st</sup> Street, Carlisle, IA Class C Liquor License (LC) (Commercial) with Class C Liquor License, Sunday Sales and Outdoor Services Privileges
- Approval of Resolution 2020032301 Tax Abatement Application for Veridian Credit Union for 950 Juniper Drive, Carlisle IA.

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 \$125,684.26. Motion carried unanimously on a roll call vote.

Motion by Randleman, seconded by Goodhue to approve a payment in the amount of \$9,640.89 for GEMT Program. Motion carried unanimously on a roll call vote.

### **CITIZEN PARTICIPATION**

None

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

Mayor Merrifield opened the public hearing for FY21 Budget at 6:35 pm. Markley noted that City Hall received no written or verbal comments. There was no public input.

Motion by Goodhue, seconded by Van Ryswyk to close the public hearing at 6:36 pm. Motion carried unanimously on a roll call vote.

Motion by Goodhue, seconded by Randleman to approve Resolution 2020032302, A Resolution approving FY21 Budget. Motion carried unanimously on a roll call vote.

Markley explained that Warren County IMPACT requested financial support from the city in the amount of \$4,172.00 which is based on the number of people served by IMPACT in Carlisle. Council discussed that the request was not budgeted for and expressed concerns about future impact on the budget. Motion by Hammerand, seconded by Goodhue to deny the request for financial support from Warren County IMPACT. Motion carried unanimously on a roll call vote.

Council, Mayor, Markley, Koch, Thompson and Stuyvesant discussed the city's response of the Novel Coronavirus 2019 (COVID-19). Markley noted that he feels that the flow of information regarding COVID-19 has been decent however because some changes in policies happen so quickly its been challenging to keep up with them. Markley went on to discuss that he and the chiefs have gone through different scenarios with the city to become better prepared. Markley and the chiefs also discussed internal chain of command. Chief Koch noted that the care center tested a resident who was symptomatic for COVID-19 and that test results should be back Wednesday. Stuyvesant, Council and staff discussed how public works operations would be handled in the event that staff contracted the virus. There was also discussion between Council regarding how property tax and LOSST revenue could be affected in the upcoming months. Council, Mayor and staff also discussed FEMA and some of the processes to collect funds during a crises event and eligibility. No action was taken.

Council discussed waiving utility late fees during the COVID-19 response period and felt that a month by month approach would be best for now. Motion by Randleman, seconded by Hammerand to approve waiving late fees on a month by month basis starting in April 2020. Motion carried unanimously on a roll call vote.

### **CITY ADMINISTRATOR REPORT**

Ethos and Fox Engineering are still moving forward with the planned projects. Markley hopes to hear from McClure Engineering regarding the Scotch Ridge Intersection project.

### **MAYOR AND COUNCIL REPORTS**

No reports were submitted by Council. McCulloch inquired if the current drop box in the vestibule at city hall could be replaced with something stronger or heavier. Staff will look into getting something sturdier.

### **CITY ATTORNEY REPORT**

Stuyvesant noted that he received an email from Scotch Ridge LLC's attorney explaining that there are two pending sales on the property and there could be possible progress with gas services from Mid-American Energy to that area. Markley noted that he has been in contact with Quality Traffic Control which is one of the pending sales mentioned and that they are moving forward with the Planning and Zoning Committee and Council should expect to see this at an upcoming meeting. There was continue discussion regarding proposed re-zoning for the project.

**UPCOMING MEETINGS AND EVENTS**

Ruth Randleman discussed that the MPO was still conducting funding meetings for the next funding cycle by teleconference. She will be attending that meeting.

**INFORMATION**

None

Motion by Goodhue, seconded by Hammerand to Adjourn at 7:30 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