CITY COUNCIL MEETING
Tuesday, November 26, 2019
Grimes City Hall 5:30 P.M.

The regular meeting of the Grimes City Council was called to order on Tuesday, November 26, 2019 at 5:35 P.M. at the Grimes City Hall. The Pledge of Allegiance was led by Mayor Mikkelsen .
Roll Call: Present: Gisch, Altringer, Hamp, Johansen, Burger

AGENDA ITEMS
Approval of the Agenda
Mayor Mikkelsen asked for approval of the agenda.
Moved by Hamp, Seconded by Gisch, to approve the agenda with the removal of Items A & F under the Public Agenda.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

CONSENT AGENDA
A. Minutes from previous meeting B. Approval of Tax Increment Financing (TIF) Indebtedness Certification to County Auditor C. October 2019 Financial Report D. Martens & Company, CPA, LLP – audit $18,000.00 E. Pay Requests:1. Pay Request #5 to CB&I for the New 1.5 MG Elevated Water Storage Tank $288,108.40 2. Pay Request #14 to Concrete Technologies Inc SE 37th Street at Highway 141 $325,758.71 F. Tax Increment Financing Rebates: 1. Hubbell 2015 Building #4 $24,768.00 2. Hubbell 2014 Building #3 $54,554.00 3. Hubbell 2012 Building # 2 $ 21,786.17 4. TNC 2014 $225.00 5. Shade Tree Auto $16,584.00 6. Premiere Concrete $10,803.00 7. Total Family Eye Care $15,343.50 8. Heritage at Grimes, LLC $244,828.50 9. HyVee #1 $35,889.00 10. Prairie Business Park 1 $175,484.50 11. Daimler Truck North America $76,035.00 E. Office of Auditor of State – filing of certified state audit report F. Resolution 11-1119 Approving Personnel Transactions G. Professional Services – Whitfield and Eddy $17,080.52 H. Quick Supply Company $11,209.00 for Little Beaver and Prairie Creek Project I. Municipal Supply $7,991.06 J. Melvin Marsh $43,500 – lime removal K. Melvin Marsh $35,200.00 – haul reed bed L. RDG Professional Services for Lions Park and South Sports Complex $8,366.26 M. Mid-American Energy for additional streetlights at 2150 NE 18th Street $5,506.83 N. Stivers Ford Lincoln F-250 for Public Works $29,997.00 O. RD McKinney Plumbing and Excavating $9,337.50 P. Grimes Chamber and Economic Development Request for Reimbursement $22,621.71 Q. Professional Services Fox Engineering $73,965.23 R. Refund of Bond to Landmark $2,500 S. Claims Report $2,274,003.78
Moved by Gisch, Second by Altringer, to approve the Consent Agenda.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0

5. Metro Waste Authority Annual Report
Michael McCoy the Executive Director and Leslie Irlbeck the Director of Public Affairs were present to provide the Council with an overview of their operations. Irlbeck provided information to the Council on their educational programs, community program and their commitment to the environment. She provided a Metro Waste Authority facility overview. Irlbeck and McCoy provided some different models for the Council to consider with solid waste disposal. Mayor Mikkelsen thanked McCoy and Irlbeck for taking time to come in and provide this report.

6. Audit Presentation – Martin and Company – Marvin Berger

Marvin Burger of Martin and Company was present to provide an overview of the City's annual audit report. The City will post the audit report on the City's website.

PUBLIC FORUM - None

PUBLIC AND COUNCIL AGENDA ITEMS

A. Golden Rule Site Plan – removed from the agenda

B. Resolution 11-1019 to Fix a Date for a Public Hearing on Proposal to Enter Into a Water Revenue Loan and Disbursement Agreement and to Borrow Money Thereunder in a Principal Amount Not to Exceed $22,000,000 for December 9, 2019.
City Engineer Matt Ahrens advised the Council this action was to set a public hearing for the Reverse Osmosis Water Treatment Plant- Phase 1 project for Iowa Drinking Water State Revolving Fund financing the State of Iowa. He added this project includes the construction of a new 3.0 MGD reverse osmosis water treatment plant.
Moved by Gisch, Seconded by Altringer, Resolution 11-0919 to fix a date for a Public Hearing on proposal to enter into a water revenue loan and disbursement agreement and borrow money thereunder in a principal amount not to exceed $22,000,000 for December 9, 2019; shall be approved.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

C. Professional Services Agreement with Snyder & Associates for the IA 141 SB Ramp & IA 44 Traffic Signal Warrant Review

City Engineer Matt Ahrens stated this agreement includes the study of the traffic safety and operations at the intersection of the Iowa Highway 141 southbound entrance and exit ramps and Iowa Highway 44. This study would examine if a traffic signal is warranted at this intersection. The results of the study would provide the City of Grimes with potential improvements and would be the first step in the process of getting approval from the Iowa DOT if a traffic signal is warranted. Snyder & Associates would begin collecting data for the study immediately following approval by the City Council. City Attorney Henderson stated that he had provided some additional language to be added to the agreement which has been forwarded over to Snyder for approval.

Moved by Altringer, Seconded by Johansen, the Professional Services Agreement with Snyder & Associates subject to the additional language being added to the agreement as provided by legal staff; shall be approved.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

D. Professional Services Agreement with Nilles Associates, Inc. for Storm Water Management Plans and Storm Water Pollution Prevention Plans
City Engineer Matt Ahrens addressed the Council stating that this agreement will allow for staff to engage with Nilles Associates, Inc for the review of Storm Water Management Plans (SWMP) and Storm Water Pollution Prevention Plans (SWPPP) related to development projects within the City. The agreement will also allow for the consultant engineer to review said plans for public improvement projects as well. He stated that they believe the proposal is fair and reasonable and that the City incurs

no cost for this proposal. Pfaltzgraff added that Legal Council has reviewed the proposal and is preparing comments that have been forwarded over to Nilles Associates for review.
Moved by Gisch, Seconded by Altringer, to approve the Nilles Associates Professional Services Agreement subject to the additional language being added to the agreement as provided by legal staff.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

E. Public Hearing to Consider the Vacation of Certain Easements in Bridge Creek Plat 1
a. Resolution 11-1219 Vacating Certain Easements in Bridge Creek Plat 1 in the City of Grimes, Polk County, Iowa

Development Services Director Alex Pfaltzgraff informed the Council that with the acquisition of new easements for the 16-lnch Raw Water Main Project, the previously obtained easements needed to be vacated. In accordance with the Iowa Code, a public hearing must be held before any disposal of property. Pfaltzgraff recommended approval of the Resolution Vacating Certain Easements in Bridge Creek Plat 1.
Mayor Mikkelsen opened the Public Hearing at 6:24 pm. Mayor Mikkelsen asked the City Clerk Rochelle Williams if there had been any comments received. Williams advised that the resident at 2404 NE Park Drive had called regarding the notice on the hearing. Williams stated that she advised him that this easement was no longer needed due to the realignment of the RAW water main project. The resident had no further comment. There being no further oral or written comments the hearing was closed at 6:25 pm.
Moved by Johansen, Seconded by Hamp, Resolution 11-1219; shall be approved.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

F. Resolution 11-1319 Authorizing the Fire Chief to Enter into Contract with Houston-Galveston Area Council Interlocal for Cooperative Purchasing (removed from the agenda)

COUNCIL DISCUSSIONS

1. Mayor's Report
No report was given

2. City Staff's Report
City Administrator Anderson stated that staff had worked together on the Capital Improvement Projects (CIP) to look at a clearer picture of what the City can do for projects in the future. He added that more conversations will be had with staff. Anderson stated that due to timing of several projects he would like to talk with them on December 9th regarding the CIP. He reminded the Council the December meeting will be moved to Monday, December 9, 2019 and that no second meeting would be held in December.

Public Works Special Projects Coordinator, Dave Guthrie advised that there had been the completion of several Boy Scout projects recently which resulted in the planting of over 100 trees.

3. Council Reports
Council Member Gisch wanted to add a comment about Metro Waste Authority. He stated they were working at selling commodities which could help with attracting businesses.

Council Member Altringer reminded staff that the BRAVO grant applications would be available in the spring and she would like to see the City apply for a grant.

Recess Open Session
Mayor Mikkelsen recessed open session 6:32 pm.

Reconvene Open Session at 6:45 pm.

Resolution 11-0819 providing for Closed Session ref 21.5 1 (i). To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session and closed Session ref 21.5 1 (c) To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the positon of the governmental body in that litigation.
Moved by Altringer, Seconded by Gisch; Resolution 11-0819 providing for closed session on 21.5 1 (i) and (c) shall be approved.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

Rise from Closed Session
Moved by Johansen, Seconded by Gisch to rise from closed session at 9:05 pm.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

Reconvene Open Session
Moved by Johansen, Seconded by Gisch to reconvene open session at 9:06 pm.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

Open Session- Cont.
City Attorney Tom Henderson stated that Council has been advised on the report of agreed upon procedures prepared by Denmen, and he recommends that the City Attorney be directed to see that the document is duly filed with the State Auditor's office.
Motion by Hamp, Second by Johansen to approved that recommendation as presented by City Attorney Henderson.
Roll Call: Ayes 5 Nays 0; Motion passes 5-0

City Attorney Tom Henderson stated that Council should instruct the City Attorney to draft a new written contract to submit to the City Administrator for review and comment and present it to Council for action at the next City Council meeting.
Motion by Hamp, Second by Gisch to approved that recommendation as presented by City Attorney Henderson.
Roll Call: Ayes 5 Nays 0; Motion passes 5-0

There being no further business the meeting was adjourned at 9:08 pm.
Motion by Altringer, Second by Hamp to Adjourn the meeting.

Roll Call: Ayes- 5; Nays-0. Motion passes 5-0

ADJOURNMENT

ATTEST:

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Rochelle Williams, City Clerk | Scott Mikkelsen, Mayor