

CITY COUNCIL MEETING
Tuesday January 12, 2021

*Please note that this City Council Meeting was held as an electronic meeting pursuant to Iowa Code Section 21.8 due to the national health emergency that makes it impossible or impractical for an in-person meeting.

This special meeting of the Grimes City Council was called to order by electronic meeting/Zoom on Tuesday January 12, 2021 at 5:30 P.M. Mayor Mikkelsen stated the meeting was being held electronically as provided under Iowa Code, Chapter 21.8 due to the national health emergency that makes it impossible or impractical for an in-person meeting. The Pledge of Allegiance was led by Mayor Mikkelsen.

Roll Call: Present: Mayor Scott Mikkelsen Council Members David Gisch, Andrew Borcharding, Jill Altringer, Eric Johansen, Ryan Burger

AGENDA ITEMS

Approval of the Agenda

Mayor Mikkelsen asked for approval of the agenda.

Moved by Altringer, Second by Johansen, to approve the agenda.

Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

CONSENT AGENDA

Approval of the Consent Agenda (**Discussion is not allowed unless the Mayor or a City Council Member ask for an item to be removed and placed under Council actions for consideration**)

A. Minutes from previous meetings December 15, 2020 and December 29, 2020 B. Raftelis - \$7,182.50 – Wholesale Water Rate Analysis C. Resolution 01-0221 Personnel Transactions D. Finance Report for November 2020 E. Resolution 01-0321 On Call Electrical Services F. Martens & Company, CPA, LLP – Services for City Audit \$20,000.00 G. Consent for Improvements: a. Resolution 01-0121 Consent for Improvements Grimes Crossing Plat 1 Lot 10 – 908 SE 6th Street b. Resolution 01-1220 Consent for Improvements Autumn Park Plat 4 Lot 4 – 1005 NW 7th Court c. Resolution 01-1320 Consent for Improvements Beaverbrooke West Plat Nine Lot 69 – 1208 NE Sunset Lane H. Zero Turn Mower from Van Wall Equipment \$10,451.21 I. Hutchinson Salt Company, Inc \$34,844.07 J. Z-Spray Chemical Application Sprayer Waukee Power Equipment \$11,803.61 K. Approval to Remove Tree at Waterworks Park L. 4 (Four) V- Plows from Hawkeye Truck Equipment \$29,884.00 M. Stetson Building Products – bulk crack seal material \$24,804.00 N. Alcohol License Renewals: a. Mustang Grill 213 SE Main Street Class C Liquor License b. Pancheros Mexican Grill 2250 East 1st Street Class B Beer (BB) includes wine coolers c. Quik Trip Corp 1900 SE 37th Street Class E Liquor License (LE) O. City of Johnston – fire department salaries July-December \$85,229.30 P. Wulfekuhle Injection and Pumping \$98,265.00 Q. Lyle Sumek Association, Inc – \$21,115.56 R. Resolution 01-0521 Setting a Public Hearing for February 23, 2021 at 5:30 pm for the 2018 Building and Fire Code Adoption S. Resolution 01-0421 Accepting a Request to Utilize 2018 Building Codes Prior to Adoption T. Project Payments: a. Iowa Department of Transportation – City Portion of 2017 Department of Transportation Hwy 141 Widening \$13,975.65 b. Meston Brothers Irrigation North Sports Complex Sanitary Sewer Extension \$11,507.00 c. Payment #15 Concrete Technologies Inc for SW County Line Road Improvements \$71,579.16 d. Hope Commercial Plat 1 1. Pay Request #13 (Final) McAninch Corporation Hope Commercial Plat 1 \$41,038.34 2. Pay Request #14 (Retainage to be release at 30 days) McAninch Corporation \$173,062.53 3. Certificate of

Completion Hope Commercial Plat 1 4. Resolution 01-1021 Accepting the Hope Commercial Plat 1 Project e. Pay Request #15 CB&I New 1.5 MG Elevated Storage Tank \$177,171.20 f. Pay Request #13 Shank Constructors, Inc RO Water Treatment Plant Phase 1 \$1,168,367.00 g. Pay Request #2 to Vanderpool Construction for the North Sports Complex Sanitary Sewer Extension \$40,382.36 (approved on December 22, 2020 claims) h. Pay Request#2 to Vanderpool Construction for the North Pointe Storm Sewer Extension \$6,854.25 (approved on December 22, 2020 claims) i. Pay Request #4 McClure Engineering Company Water System Study \$25,807.34 j. Pay Request #13 McClure Engineering Company New 1.5 MG Elevated Storage Tower Construction Phase \$8,201.00 U. Professional Services a. Pay Request #9 Civil Design Advantage – Concept Planning – WRA Sewer Connection \$371.25 (approved on December 22, 2020 claims) b. Pay Request #2 HR Green, Inc – Pavement Management Study \$3,858.60 (approved on December 22, 2020 claims) c. Pay Request #6 MSA Professional Services, Inc – North Pointe Storm Sewer Extension \$1,356.60 (approved on December 22, 2020 claims) d. Pay Request #6 MSA Professional Services, Inc – North Sports Complex Sanitary Sewer Extension \$1,748.70 (approved on December 22, 2020 claims) e. Pay Request #7 Veenstra & Kimm, Inc – Northwest Territory Lift Station and Forced Main Project \$4,495.00 (approved on December 22, 2020 claims) f. Pay Request #24 Veenstra & Kimm, Inc – WRA Connector \$11,743.35 (approved on December 22, 2020 claims) g. Pay Request #25 Veenstra & Kimm, Inc – WRA Connector \$5,444.50 h. Pay Request #8 Veenstra & Kimm, Inc – Northwest Territory Lift Station and Forced Main \$34,960.60 i. Allender Butzke – Grimes RO Water Treatment Plant \$3,517.10 j. Allender Butzke – Grimes 1.5 MG Water Tower \$357.40 k. Pay Request #14 Bolton & Menk Hope Commercial Plat Public Improvement Construction Service \$5,430.50 l. Pay Request #2 Bolton & Menk Hwy 44 Corridor Study \$1,690.00 m. Pay Request #12 Bolton & Menk Hwy 44 & SW County Line Road Intersection \$4,537.00 n. Pay Request #15 Bolton & Menk SW County Line Road Improvement Construction Services \$8,404.00 o. Pay Request #3 HR Green Pavement Management Study \$1,888.00 p. Pay Request #3 Vanderpool Construction North Pointe Storm Sewer Extension \$1,710.00 q. Pay Request #3 Vanderpool Construction North Sports Complex Sanitary Sewer Extension \$1,900.00 r. Pay Request #14 McClure Engineering Company Reverse Osmosis Water Treatment Plant – Phase 1 \$153,484.26 V. Change Order: a. Change Order #1 Vanderpool Construction for the North Sports Complex Sanitary Sewer Extension increasing contract \$10,739.75 (approved on December 22, 2020 claims) b. Change Order #2 Concrete Technologies SW County Line Road Improvements decreasing contract \$92,197.93 c. Change Order #6 McAninch Corporation Hope Commercial Plat 1 decreasing contract \$35,828.95 d. Change Order 2 Shank Construction RO Water Treatment Plant increasing contract \$71,894.00 e. Change Order #1 CB&I, LLC New 1.5 MG Elevated Water Storage Tank increasing contract \$10,030.00 W. Resolution 01-0821 Contract for Professional Services with Snyder & Associates for Traffic Impact Study of New Hope Commercial Development X. Resolution 01-0921 Contract for Professional Services with HR Green, Inc for Local Watershed Study Y. A Resolution 01-1121 Authorizing the City of Grimes to Submit an Application for funding from the Federal Surface Transportation Block Grant Program (STBG) to the Des Moines Area Metropolitan Planning Organization (MPO) for the partial funding of the construction of a portion of South James Street and further approving the application which obligates the City of Grimes to matching funds for the Construction of said project. Z. Claims previously approved dated December 22, 2020 in the amount of \$1,329,329.69 and January 12, 2021 \$2,735,559.41
Moved by Altringer, Second by Gisch, to approve the Consent Agenda.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

PUBLIC FORUM

“People wishing to address the Council need to sign up on the sheet which has been provided on the table near the door. Each person will be allowed three minutes from the podium and may

address no more than two issues per Grimes Rules of Procedure for Conduct of City Business – May 2005.”

PUBLIC AND COUNCIL AGENDA ITEMS

A. Presentation from Martens & Company of City Audit 2019-2020

Marvin Berger, CPA Martins & Company 4949 Pleasant St. West Des Moines addressed the Council to summarize the fiscal 2019-2020 Audit. Berger noted that there was an increase in cash balances of 8.7 million from the previous audit. Mayor Mikkelsen thanked Berger and team at Martins & Company for accomplishing another positive audit.

B. Graystone Office Site Plan Approval

Development Services Director Alex Pfaltzgraff addressed the Council on behalf of Troy Bushnell, owner of Graystone Co. LLC. Pfaltzgraff stated the applicant is requesting approval of the site plan amendment for a 2,200 square foot office and retail building located at 101 SE Main Street. He said the property is located within the C-2 zoning district and is not located within an overlay district. Pfaltzgraff noted that the original intent was to add on to the former fuel station on that site, however, once work began, it was determined that the existing building was not going to be able to be reused. Pfaltzgraff said the owner intends to operate his home building business in the north portion and a tenant in the south office space. He stated the façade would be primarily brick, and cement siding, windows, decorative lighting and awnings. Pfaltzgraff said staff would recommend approval of the site plan subject to any remaining staff comments. Mayor Mikkelsen said this is going to be a great addition on a very visible thoroughfare. He added that it is great to have a local builder establish an office and lease space in that area. Mayor Mikkelsen thanked Troy Bushnell and his team for taking this site, which had been an important business in the community for so many years, and bringing in such an exciting project for the community.

Moved by Johansen, Second by Altringer, to approve the Graystone Office Site Plan.

Roll Call: Ayes: Nays: Motion Passes: 5 to 0.

1. Mayor's Report-

Mayor Mikkelsen announced a number of Council Liaison and appointments to various boards for the 2021 year as follows: Mayor Mikkelsen said for Planning and Zoning, he wanted to re-appoint Courtney Strutt-Todd with Council Member Andrew Borcharding remaining the Liaison. James Abens and April Heitland are to be re-appointed to the Park and Recreation Board with Council Member Ryan Burger as Liaison. Greg Hayes to be re-appointed to the Tree Board; Ann Haugland to be re-appointed to the Library Board of Trustees. Council Member David Gisch will continue with the Metro Waste Authority Board. Council Member Altringer will continue as representative for BRAVO. Chief Clark and Ron Schipper, respectively, will serve on Polk County Emergency Management, Dallas County Emergency Management Commission, the Dallas County E-911, and Polk County E-911 boards. Council Member Ryan Burger will be Primary, and Council Member David Gisch Alternate for the Economic Development Board Liaison. Council Member Eric Johansen will serve on the Metro Advisory Committee. For the Des Moines Area MPO representatives for 2021, Mayor Scott Mikkelsen will be Primary, and Administrator Anderson as Alternate; Matt Ahrens will be the MPO TTC Primary Representative and Council Member Jill Altringer will serve as the Primary for the DART Task Force. Motion by Johansen, second by Gisch to affirm all of the appointments as noted.

Roll Call: Ayes: Nays: Motion Passes: 5 to 0.

2. City Staff's Report –

City Administrator Anderson thanked the Public Works department for all their efforts with the snow removal during the snow storms over the holidays.

3. Council Reports-

Council Member Gisch stated that there has been an issue with the Compost It program and the rates for the partners in that program. Gisch said the Metro Waste Board is working to internalize any rate adjustments to avoid increases to consumers. Gisch also noted they are working on aligning all the waste, recycling and compost contracts for greater efficiencies.

Council Member Johansen reminded residents and Council Members to utilize the City Library during COVID.

Council Member Altringer stated that as the DART Liaison, they had their initial meeting to discuss better service options for our community.

Council Member Burger noted that he had met with the new liaison for Polk County Sheriffs, and relations are continuing smoothly.

ADJOURN

Moved by Altringer, Second by Johansen, to adjourn the meeting at 5:58 P.M.

Roll Call: Ayes: All, Nays: None Motion passes 5 to 0

ATTEST:

Rochelle Williams, City Clerk

Scott Mikkelsen, Mayor