

Lake City Council Proceedings
Monday, October 7, 2024

These minutes are as recorded by the City Administrator/Clerk and are subject to Council approval at the next regular Council meeting.

The City Council of Lake City, Iowa met in regular session at 5:00pm with Mayor Schleisman presiding. The following Council members were present: Gorden, Daniel, Vogt (remotely), and Bruns. Wilson was absent for the entire meeting. CA Matthews, City Attorney Lauver, Public Works Director Janssen (via phone), and Acting Chief of Police Hale were also in attendance. City Engineer Dave Sturm and Civil Engineer Jeff Godwin with Snyder Engineering attended for part of the meeting. Tami Green with the Community Building Advisory Board was also in attendance.

Council Agenda Workshop:

a. Workshop: 5PM-6PM Community Building 5-Year Construction Plan

As decided at the previous meeting, a one-hour workshop was held to discuss a proposed 5-year construction plan. Tami presented a proposed plan. Council was pleased the new plan did not require any LOST funding to support it and would rely heavily upon fundraising and interest from the recent Bradley estate donation for the Community Building. Snyder Engineering noted they would need to be involved with the Tuckpointing. Tami also noted the digital donor wall is now complete. Tami indicated she would ask for approval for each year of the five-year plan. For year one the approval she sought included the following: paint all inside remaining windows, donor monitor, blinds, repair ceiling, wall paint approval, Founders Room work, and workroom. Council indicated support for this. No formal action was taken during the 1 hour workshop.

After the hour-long workshop ended Council continued the rest of the regular session of Council from 6pm on.

The pledge of allegiance was said at 6pm.

Consent Agenda: Bruns motioned to approve the consent agenda consisting of the following:

- a. Agenda
- b. Minutes: From the September 16, 2024 Regular Meeting
- c. Dollar General Class B Retail Alcohol License
- d. Rhonda's Country Retreat Special Class B Retail Native Wine License
- e. Summary List of Claims

Seconded by Daniel. All Ayes. Nays-None. MC.

Public Hearing:

None Scheduled.

Citizens to Address the Council:

Jean DeVine addressed Council concerning acknowledging Lake City residents on as-needed basis. She noted it could be similar to the DAISY Aware from the hospital and that the Mayor

could give the Lake City resident a certificate. Council directed CA Matthews to add this as a discussion item to the next Council meeting.

Guest Business:

None.

Council Agenda:

b. Authorize Action Regarding the 5-Year Construction Community Building Plan

Bruns motioned to approve the Year 1 portion of the Plan. Seconded by Gorden. All Ayes. Nays-None. MC.

c. Blair Hunting Permit

CA Matthews noted this was previously approved by Council and that they had re-submitted the Permit with additional names. Gorden motioned to approve the permit. Seconded by Daniel. All Ayes. Nays-None. MC.

d. Arkland Building Permit

CA Matthews noted the porch was at least 25 feet from the sidewalk. Council directed him to document this on the permit. Vogt motioned to approve the permit with the new documentation. Seconded by Bruns. All Ayes. Nays-None. MC.

e. VFW Flag Update

Duane Sporleder, from the VFW, discussed the issue with the flag being placed on the poles below the other banners being currently considered by Council. He noted that some in the VFW have concerns with banners being placed above flags. He asked how many banners Council is considering at this time and Mayor Schleisman noted up to 40 banners are being considered and that it is a work in progress at the moment. Duane noted that the VFW wants to work with Council with whatever is decided.

f. Discussion: Snyder Wastewater Facility Plan Revision

Dave Sturm and Jeff Godwin addressed Council and discussed the wastewater facility with Council. Jeff noted the previous proposed solution presented by a different engineering firm would have cost the city somewhere between \$8 and \$9 million dollars. He noted that the flow was being determined by the hours the pump was operating and that it had jumped from around 200,000 gallons daily to 400,000 gallons daily for five years prior to 2020. He noted it was discovered that the pump was not performing as intended and this is what caused an artificially inflated number, which should have raised red flags in 2020 because the population of Lake City had not suddenly increased. And it was due to this erroneous data that the previously proposed solution had been based. Since the pump was fixed the data from 2020 through now is showing significantly lower daily flows of around 268,000 gallons. He noted that our system is rated and permitted by the Iowa DNR for 300,000 gallons daily. He noted the Iowa DNR has accepted the new estimated flows of 268,000 gallons daily and as a result of this the new proposed upgrades to the lagoon with an additional proposed plan to line the entire sewer system (which would extend the life of our sewer lines by an additional 50-60 years) would cost the city just under \$5 million dollars.

Mayor Schleisman and Council were extremely pleased with this new proposal that would bring

our Lagoon system into compliance with the Iowa DNR, while also extending the life of our system by additional 50-60 years, and would do so at a significantly reduced cost compared to the previously proposed solution. CA Matthews noted it was incredible that Snyder Engineering was able to discover such a significant savings to the City and it spoke to the high quality of their organization and highlighted the importance of having them as our City Engineer. Jeff Sturm noted the City could line the sewer system over time and that the City would qualify for low cost USDA loans and would likely also qualify for a USDA grant possibly covering up to 25% of the total cost. He also mentioned the new plan did not require the city to upgrade our wastewater operator licenses from grade 1 to grade 2, like the previous proposal had required. Council was pleased with the new proposed plan and indicated support to go forward with it.

g. Discussion: Bandstand Memo

Council had previously directed CA Matthews to work with our City Engineer and have the structure analyzed. Dave Sturm presented the Snyder Engineering memo and proposed that it would cost approximately \$50,000 to fully recondition the Bandstand. He noted that structurally it was okay, but that it would be a good idea to recondition in the next few years before it reached a condition where its structural integrity was compromised. Council indicated they would like to consider this matter for the 2026 budget, which starts on July 1, 2025.

h. Review Internally Designed Banners

CA Matthews shared that he asked CB Manager Hannah Streeter-Halvorsen to develop graphics for a 24X36 metal banner design. He presented her work to Council. He indicated this was originally intended to provide Council with additional options to consider for banners, but since a conversation with Councilperson Gorden and the restrictions faced with mounting them to the Mid-American poles that it would not be a good idea to pursue metal banners. Council reviewed her work and indicated they were pleased with her designs. CA Matthews indicated that at the next Council meeting if any resident artwork is received that Council can consider those options as well. Council indicated they thought all of the designs could be used and expressed great satisfaction with the quality of her work.

i. Discussion: Ellis Code Enforcement Development Agreement

CA Matthews indicated that there was a meeting between the police department, City Attorney Lauver, Mayor Schleisman, himself, and the Code Enforcement Officer of Denison- Colby Ellis. He noted that during the meeting that Ellis presented the solutions that are working in Denison and answered questions. CA Matthews shared with Council that Colby Ellis with the City of Denison (a subject matter expert (SME) in code enforcement) and recommended that Council consider authorizing a consulting agreement so that he could work directly with City Attorney Lauver in updating our code and code enforcement process. CA Matthews noted Ellis requested \$30 an hour and Council agreed to up to a \$1,000 max consulting agreement (33.33 hours max). City Attorney Lauver indicated this she believed that was enough time with a SME to ensure our code is updated. Councilperson Vogt requested CA Matthews ask Simmering-Cory to provide examples of code that other cities of our size are using and that those examples could help ensure we are updating our code to cover all the issues that face cities of our size. CA Matthews indicated he would email Simmering-Cory and ask them for that.

j. Resolution 2024-54: Resolution To Review Bids For A Surplus Vehicle And Authorizing The Option Of Accepting A Submitted Bid

A brief discussion occurred. Sealed bids were opened by Mayor Schleisman and read to Council. The highest bid received was from Lynn Boyd for \$2050.50. Bruns motioned to approve the Resolution and accept the Lynn Boyd Bid. Seconded by Daniel. Roll Call Vote: Ayes: Vogt, Gorden, Bruns, Daniel. All Ayes. Wilson: Absent. Nays-None. MC.

k. Discussion: Catalyst Grant Update

CA Matthews explained that the city had received only one application, but they later withdrew. He noted the city went to great lengths to both educate and inform about this opportunity. He said he would ask the Iowa Economic Development Authority to come and do another workshop at the Community Building in July 2025 to help educate and inform interested property owners of this opportunity for the 2026 grant cycle.

l. Resolution 2024-56: Resolution To Approve a Yard Waste Site Lease & Site Monitoring Agreement

It was noted that all of the required language approved by Council at the previous meeting had now been incorporated into the contract presented before Council. CA Matthews noted that the new Yard Waste Site would be operational as 9AM on Friday October 18, 2024 and that an announcement with instructions on how to get to the new location would be made in both the Phoenix newspaper and on Facebook. Councilperson Gorden asked that CA Matthews send some verbiage to him so a temporary sign could be made in the event the official sign does not arrive in time. CA Matthews noted the current yard waste site operator would be sent a letter and that 30 day notice was being given to him as required by the contract. Daniel motioned to approve the Resolution. Vogt seconded to approve the Resolution. Roll Call Vote: Ayes: Vogt, Gorden, Bruns, Daniel. All Ayes. Wilson: Absent. Nays-None. MC.

City Administrator Discussion/Action Items:

a. Memorial Table Update

CA Matthews noted that the three remaining memorial tables for the Town Square have been ordered and that it is expected they will be delivered and installed in the Town Square in about 6 weeks (middle of November).

Mayor Discussion/Action Items:

Councilperson Vogt asked for an update on the Tigges case. City Attorney Lauver provided an update and noted that the settlement agreement the city reached covered that the property owner would keep the grass trimmed and free of trash and that the 5th wheel camper would no longer be a primary residence. She noted that it could remain on the property as the code allows for such a vehicle to be parked just like it would be allowed in other properties in the city, but that the Tigges agreed it would not be a primary residence.

Vogt also asked for an update on the Treasurer Reports and CA Matthews noted he has made progress with Gworks and they will need to be done for the audit that has been scheduled at the end of the month.

Vogt also asked if CA Matthews was planning on attending IMFOA and he indicated yes it was on his calendar, but it was contingent upon the progress of the Treasurer Reports with Gworks.

Councilperson Gorden asked about trees in the Town Square and CA Matthews noted that Keith Lampe and he went to the Town Square and that Lampe had marked locations where there was open canopy. He reported that Lampe had identified nearby property owners with hardwood trees about 4 years old that would be brought to the Town Square at the cost of \$175 per tree to pay for the cost of spading them in. Jean DeVine noted there was a need for a Red Maple Tree to be replanted as the one that had been placed there had been destroyed by the derecho a few years ago. Gorden noted there were several different types of Red Maple and CA Matthews indicated he would work with Lampe and Devine to order one.

Mayor Schleisman then asked all department heads if they have any updates for the Council. City Attorney Lauver asked a few questions concerning code enforcement and CA Matthews responded. Public Works Director Janssen indicated he had none. Acting Chief of Police Hale reported that the new police officers are progressing well with their training. He said Officer Asia Nachampassak would attend the academy in January of next year and that Officer Austin Crampton would attend the following academy.

Adjourn: With no further business, Daniel motioned to adjourn the meeting. Seconded by Bruns. All Ayes. Nays-None. MC. The meeting adjourned at 7:38pm. The next scheduled regular meeting of Council will be Monday October 21, 2024 at 6pm.

Mike Schleisman, Mayor

Jacob Matthews, City Administrator/Clerk

Report Title	Claims Report	
Period	09/13/2024 To 10/03/2024	
Vendor Name	References	Vendor Total
VOTE ELECTRIC LLC	CMB WORK	\$9,487.38
INFINITY TRUST	VISION INSURANCE	\$382.12
LAKE CITY BETTERMENT	COMMUNITY BETTERMENT	\$3,000.00
EMC NATIONAL LIFE COMPANY	LIFE INSURANCE	\$77.50
U.S. POSTAL SERVICE	UTILITY BILLS	\$277.53
REDENIUS ENTERPRISES LLC	SEWER AGREEMENT	\$4,480.00
WEBSTER-CALHOUN COOP	PHONE & INTERNET	\$646.91
TRUCK EQUIPMENT	SWEEPER PARTS	\$206.93
ADVANCED COMMUNICATION SERVICE	POLICE TECH SUPPORT	\$710.50
WELLMARK	MONTHLY EXPENSES	\$12,357.79
STEWART MEMORIAL HOSPITAL	NEW HIRE PHYSICALS	\$310.00

LEVI ELLIS	MOWING	\$120.00
DON'S PEST CONTROL	PEST CONTROL	\$49.00
STOREY KENWORTHY-MATT PARROTT	CHECKS	\$323.06
LAKE CITY HARDWARE, INC.	MONTHLY EXPENSES	\$142.77
BOMGAARS SUPPLY	UNIFORM ALLOWANCE	\$319.26
KYLE BELLINGHAUSEN	UNIFORM ALLOWANCE	\$230.04
MORROW'S STANDARD SERVICE	MONTHLY EXPENSES	\$228.59
MOHR SAND & GRAVEL - CONCRETE	LIMESTONE & CONCRETE	\$1,349.00
ACCO UNLIMITED CORP	LIQUID CHLORINATION	\$1,067.20
CALHOUN CO. PHOENIX	LEGALS	\$205.12
COLUMN SOFTWARE PBC	LEGALS	\$80.88
JACK'S UNIFORMS & EQUIPMENT	POLICE UNIFORM-ASIA	\$559.40
IA ONE CALL	ONE CALL	\$25.20
TREASURER - STATE OF IOWA	SALES TAX-0-006-727-474	\$192.99
TREASURER - STATE OF IOWA	WET TAX	\$1,843.74
SECURE SHRED SOLUTIONS LLC	SHREDDING	\$43.00
IA DEPT OF NATURAL RESOURCES	ANNUAL FEE	\$115.00
SNYDER & ASSOCIATES	WASTEWATER PLAN	\$9,110.00
COMMUNITY OIL COMPANY, INC.	DYED FUEL	\$344.50
Hawkeye Community College	POLICE TRAINING	\$200.00
REGION XII COUNCIL OF GOVERNME	ADMIN TRAINING	\$22.53
Soyer Stump Grinding	STUMP GRINDING	\$2,442.00
LAKE CITY FOOD CENTER	CMB MERCH	\$5.99
CARROLL CO. SOLID WASTE	RECYCLE FEES	\$119.50
ACCESS SYSTEMS LEASING	LIBRARY COPIER LEASE	\$538.41
BOWIE INTERNATIONAL LLC	TRUCK BOX	\$15,304.00
MICHELLE JOHNSON	CLEANING SERVICES	\$75.00
ASIA NACHAMPASSAK	MILEAGE REIMBURSEMENT	\$89.78
VISA	MONTHLY EXPENSES	\$2,789.15
DANNETTE ELLIS	CLEANING SERVICES	\$990.00
NAPA AUTO PARTS	MONTHLY EXPENSES	\$1,258.60
KENDALL & TAMI HOLM	YARD WASTE	\$650.00
M&S DAISY HAULING	GARBAGE	\$10,982.00
CENTER POINT LARGE PRINT	LIBRARY MATERIALS	\$204.51
CRYSTAL CLEAR WINDOWS	WINDOW CLEANING CITY HALL	\$225.00
CREATIVE PRODUCT SOURCE, INC.	LIBRARY MATERIALS	\$193.50
PLAYSCAPES	LIBRARY MATERIALS	\$774.00
ASIA NACHAMPASSAK	POLICE EQUIP REIMBURSE	\$28.89
REGION XII COUNCIL OF GOVERNME	ADMIN TRAINING	\$22.53
PAYROLL		\$41,068.23

STATE TAX	\$2,774.16
EFTPS	\$12,194.49
IPERS	\$12,799.15
Total	\$154,036.83