

Lake City Council Proceedings
Monday, April 15, 2024

The City Council of Lake City, Iowa met in regular session at 6:00pm with Mayor Schleisman presiding. The following Council members were present: Vogt (attended remotely via Google Meet), Wilson, Gorden, Daniel, and Bruns. CA Matthews, Chief of Police Schaffer, Community Building Manager Winter, Public Works Director Janssen, and Tami Green, Lana Hucka, and Virginia Sheffield with the Community Building Advisory Board also were in attendance.

Consent Agenda: Vogt mentioned she requested CA Matthews to amend the 4-1-2025 minutes. CA Matthews reported he had amended the minutes as requested. Wilson motioned to approve the Consent Agenda with the Amended 4-1-2025 minutes. Seconded by Daniel to approve the Consent Agenda consisting of the following:

- a. Agenda
- b. Amended Minutes: From the April 1, 2024 Regular Meeting
- c. Minutes: From the April 1, 2024 Special Meeting
- d. Minutes: From the Closed Session of Council on April 1, 2024
- e. Top of Iowa Lucky Wife Special Class C Retail Alcohol License
- f. Summary List of Claims

All Ayes. Nays-None. MC.

Public Hearing: Motion by Wilson at 6:02pm to hold a public hearing on the Proposed Adoption of the FY24/25 July 1, 2024 – June 30, 2025 Budget for the City of Lake City, Iowa and Certification of Property Taxes Levied to the Calhoun County Auditor. Seconded by Gorden. Roll Call Vote. Wilson, Gorden, Vogt, Bruns, Daniel. All Ayes. Nays-None. MC. Mayor Schleisman asked the Council and the general public if anyone had any questions or input concerning the budget. Seeing no comment or questions, at 6:03pm Daniel motioned to close the public hearing. Seconded by Vogt. Roll Call Vote. Ayes: Wilson, Gorden, Vogt, Bruns, Daniel. All Ayes. Nays-None. MC.

Citizens to Address the Council: Virginia Sheffield Addressed Council on behalf of the Advisory Board. She noted the Pergola is coming up on Saturday at 8AM and there was a need for people to help throughout the day. She noted that hopefully it will be completed by mid-afternoon. She indicated that people with experience with power tools would be especially helpful later in the day. Troy Whipkey asked if he could proceed with dust control in front of his own property. CA Matthews asked Public Works Director Janssen how much notice he needed to prepare the road and he noted and that Troy could proceed.

Council Agenda:

➤ *Review: ISG April 2024 Engineering Report.*

Council reviewed the report and noted that everything was proceeding well. Council asked if it was known how much CDBG was awarded. CA Matthews indicated that everything is delayed with finding out how much CDBG is awarded and that he anticipates we will find out by the end of the month. Mayor Schleisman congratulated CA Matthews for getting the CDBG grant.

➤ Kelly Building Permit

Council indicated it was a change from the previous building permit from a duplex to a single home. Motion by Daniel to approve the Kelly Building Permit and seconded by Wilson. All Ayes. Nays-None. MC.

➤ Hungate Fence Permit

Motion by Wilson and seconded by Bruns to approve the Hungate Fence Permit. All Ayes. Nays-None. MC.

➤ Von Glan Building Permit

Council agreed to approve the Von Glan Building Permit contingent upon him drawing property lines and indicating how far the construction would be from the property lines. CA Matthews indicated he would contact him and have him draw the lines. Motion by Daniel and seconded by Vogt.

➤ Discuss CBM Job Description Prepared and Recommended by Community Building Advisory Board

Council indicated their support for it and that it was good work.

➤ Resolution 2024-28: Resolution To Approve The Community Building Manager Job Description

Gorden motioned to approve Resolution 2024-28. Seconded by Daniel. Roll Call Vote. Ayes: Wilson, Gorden, Vogt, Bruns, Daniel. All Ayes. Nays-None. MC.

CA Matthews will post the CBM job advertisement on Facebook, in the newspaper, at City Hall, and on Indeed.com. Councilperson Vogt asked if there was a deadline to apply and CA Matthews indicated it would remain open until filled.

➤ Discussion: Multi-Unit (2 or more dwelling units) Development Agreement for Sewer and Letter from Jeff Redenius Concerning Development

Jeff Redenius addressed Council and asked the City to help with connecting sewer and water. He indicated this would help promote more development and the City would make money from this. Council indicated support for this. CA Matthews indicated he would work with City Attorney Lauver and aim to bring a Development Agreement before Council. CA Matthews asked what stipulations should be in the Development Agreement. Councilperson Bruns indicated the Development Agreement should clearly state that the maintenance and repair of the lines placed in would be the responsibility of the owner going forward after installation. The City would reimburse Jeff Redenius. The development agreement will be for any units currently being developed.

➤ Discussion: 710 N. Illinois Bill McCrea request to raise the gutter to match driveway because there is a gap between the road and driveway.

Council discussed the property in question. Both Public Works Director Janssen and CA Matthews indicated they did not believe action was needed by the City. Councilperson Bruns

recommended the property owner grind the end portion of his driveway down as to help it better meet with the existing gutter as it currently hangs over it a bit. It was decided by Council the City would take no action.

➤ Discussion: Third Party AutoPay Charges for Bank Pay Customers.

Councilperson Vogt asked if GWorks had answered the questions she had requested that CA Matthews ask. CA Matthews indicated he had not received an answer from Gworks. CA Matthews indicated from his memory that approximately 25% of GWorks cities are on the new system with the new AutoPay third party charge of \$1.30 for bank accounts using autopay. CA Matthews also indicated \$1 plus 2.49% for all credit card charges. CA Matthews indicated that in Glidden over 52% of their residents are on Autopay and that the trend over time is that more and more utility customers do switch to autopay and paperless billing. Council raised concerns about the \$1.30 charge. CA Matthews asked Council for direction concerning the \$1.30 charge. Council asked CA Matthews to go back to GWorks and indicate our dissatisfaction over the charge and that software companies make changes to their software all the time. Council asked CA Matthews to contact other cities and ask for them to partner with Lake City to petition GWorks for this change. CA Matthews indicated he would ask other cities via ClerkNet if they are dissatisfied with the 3rd party autopay charges and if they are interested in contacting GWorks in a united effort. Council indicated support for this. Council indicated concern that we had autopay before and it did not cost the city or residents anything before. Councilperson Gorden indicated we need to communicate on the bill there is a charge of \$1.30 for bank autopay customers. CA Matthews indicated we could communicate that in some way to customers. CA Matthews also indicated we could communicate additional fees apply for paying credit cards (\$1 +2.49%). Councilperson Bruns indicated concern that the third party could increase the charge to the city and that neither the city nor GWorks have any control over it.

➤ Discussion: Patch cost for the pavement on the streets surrounding Dobson

Public Works Director Janssen discussed with Council various ways we can repair the roads surrounding Dobson to help us retain the roads for a few more years until we have sufficient funds in our road fund to be able to fully replace them. Tar was also proposed in the road patch up. Council indicated this way the way to go forward.

➤ Dobson Proposal

CA Matthews indicated there is a large stretch where the city is responsible for the curb and gutter. It was not damaged by Dobson, but Dobson needs to tie into it and it is in rough shape. It would look less than ideal around our town square to have nice new curb and gutter tying into some rough curb and gutter. Public Works Director Janssen and CA Matthews inspected the part of the road that Dobson dug up. Dobson is willing to pay to repair it. CA Matthews and Public Works Director Janssen proposed a swap to Dobson. They would do all of the curb and gutter including the long stretch that is the city's responsibility and the city will take responsibility for the part of the road they dug up. CA Matthews indicated whatever repair work done to that part of road we will have to tear it out in a few years when we replace the road anyways, so this proposal is a win-win for everyone. He indicated Dobson was in favor of the proposal. Council indicated they believe this is a good exchange as well.

Council asked CA Matthews to ask City Attorney Lauver if we need an agreement in place in order to do this proposal and not risk any liability to the City. CA Matthews indicated he would ask Lauver if we she thinks we need to have a formal agreement or not in order to avoid any future liability. CA Matthews indicated he would try and get this before Council at the May 6 Council meeting.

- Resolution 2024-27: Resolution To Adopt The Budget For Fiscal Year July 1, 2024- June 30, 2025 For The City Of Lake City, Iowa And Certifying Property Taxes Levied To The Calhoun County Auditor

Bruns motioned to approve Resolution 2024-27. Seconded by Daniel. Roll Call Vote. Ayes: Wilson, Daniel, Vogt, Bruns, Gorden. All Ayes. Nays-None. MC.

- Rifle Update by Chief of Police Schaffer

Chief of Police Schaffer provided an update on the rifle purchase. He indicated there were significant wait times in ordering these types of rifles. Council directed Chief of Police Schaffer to get at least one more bid before proceeding to acquire the rifles that are in the FY24/25 budget. He indicated he would have them within a week.

City Administrator Discussion/Action Items:

- Lifeguard/Pool Update

CA Matthews provided the following update. “We have enough staff for the pool this year. The paperwork and orientation meeting will be April 24, 2024 at City Hall for our pool staff. Pool prices are the same for the year. Our Pool Manager reports she will work with Public Works to set a firm date to open the pool in the near future but is currently considering opening on Memorial Day or the Saturday before (May 25). Public Works and the Pool Manager will work on finalizing this and give us a firm open date in the near future.”

- Community Building Update and Thanks to the Advisory Board (Virginia Sheffield, Tami Green, and Lana Hucka).

CA Matthews read the following: “Tami has graciously offered to cover the 4 graduation celebrations currently booked at the community building, including tending bar for one. Lana and Virginia will help for the event. We have had three people come to City Hall asking for an application for the Community Building Manager position. There is significant interest in the position and we have not formally advertised for it. I had a conversation with Carroll Broadcasting earlier last week and they ran a several minute blurb on the radio on Friday April 12th about it.” Council and CA Matthews expressed gratitude to the Advisory Board.

Mayor Discussion/Action Items: Mayor Schleisman asked each member of Council individually if they had any further business to bring up. All indicated there was nothing further to discuss at the time.

Adjourn: With no further business, Daniel motioned to adjourn the meeting. Seconded by Bruns. All Ayes. Nays-None. MC. The meeting adjourned at 6:51pm. The next scheduled regular meeting of Council will be Monday May 6, 2024 at 6pm.

Mike Schleisman, Mayor

Jacob Matthews, City Administrator/Clerk

Claims Summary Report

Period: 04/01/2024 To 04/15/2024

Department #	Department Name	Amount
110	POLICE	\$ 2,854.29
130	EMERGENCY MANAGEMENT	\$ 23.87
150	FIRE	\$ 452.61
210	ROADS, BRIDGES, SIDEWALKS	\$ 43,642.80
230	STREET LIGHTING	\$ 2,073.75
410	LIBRARY	\$ 1,984.53
430	PARKS	\$ 117.18
440	SWIMMING POOL	\$ 814.00
450	CEMETERY	\$ 10.00
460	COMMUNITY BUILDING	\$ 29,556.29
620	ADMINISTRATION	\$ 34,879.47
810	WATER	\$ 7,894.26
815	SEWER/SEWAGE DISPOSAL	\$ 1,128.37
840	GARBAGE	\$ 49.05
865	STORM SEWER	\$ 20,000.00
Total		\$ 145,480.47

Claims Summary Report

Period: 04/01/2024 To 04/15/2024

Fund #	Fund Name	Amount
001	135-GENERAL	\$ 41,798.27
110	ROAD USE TAX	\$ 45,663.20
112	EMPLOYEE BENEFITS	\$ 333.42
169	ROY JOHNSON COMMUNITY BLD	\$ 28,613.90
600	WATER	\$ 7,894.26
610	SEWER	\$ 1,128.37
670	SOLID WASTE	\$ 49.05
740	STORM SEWER	\$ 20,000.00
Total		\$ 145,480.47