

CITY OF ELKHART BUSINESS MEETING MINUTES
September 18th, 2017 - 7:00 p.m. City Hall

1. Call to Order

Mayor Snyder called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance

Mayor Snyder led the room in the Pledge of Allegiance.

3. Roll Call

Council members present: Michael Just, Steve Nolte, Kevin Smith, Colten Fors, Brian Shipley

Staff present: City Clerk Kyle Michel, Planning and Zoning Chairman Mike Kappos, City Attorney Tom Henderson, Fire Chief Chip Mathis, City Engineer Bob Veenstra

4. Approval of the Agenda

Motioned by Nolte with addition of liquor license application to the Consent Agenda, Seconded by Just, motion carried unanimously.

5. Citizen Hearing and Other Communications:

a. Polk County Sheriff Report

6. Public Hearing

a. Public Hearing on First Reading of Ordinance 2017-09 Amending the Elkhart Code of Ordinances Chapter 22: Parks and Recreation Board

Motioned by Nolte to open the hearing, Seconded by Just, motion carried unanimously. The Mayor declared the hearing open at 7:05 p.m.

Motion by Nolte to close the hearing, Seconded by Smith, motion carried unanimously. The Mayor declared the hearing closed at 7:06 p.m.

7. Resolution 2017-87: Consent Agenda for September 18th, 2017

City Clerk gave a review of the items on the Consent Agenda.

Motioned by Nolte to remove September Bills and Resolution 2017-89 authorizing road closures for Councilman Fors' Block Party from the Consent Agenda and discuss them individually following the approval of the Consent Agenda, Seconded by Just, motion carried unanimously

a. Minutes of the August 21st, 2017 Council Meeting

b. August 2017 Financial Reports

c. Removed

d. Resolution 2017-88 Declaring October 30th Beggars' Night

e. Removed

f. Resolution 2017-90 Adopting the FY17 Street Finance Report as prepared by the City Clerk

CITY OF ELKHART BUSINESS MEETING MINUTES
September 18th, 2017 - 7:00 p.m. City Hall

- g. Resolution 2017-91 Authorizing Water Meter Purchases
- h. Resolution 2017-92 Elkhart Pub Temporary Liquor License

7.c. September Bills Submitted

Councilman Nolte brought attention to the Allied invoice submitted for repairs conducted on the Industrial Park Lift Station.

Motioned by Nolte to approve bills as submitted without the Allied invoice, Seconded by Just, motion carried unanimously.

CLAIMS REPORT VENDOR	INVOICE DESCRIPTION	AMOUNT
ALAN E MATHIS	BITDEFENDER PAYMENT REIMBURSE	\$39.95
ANKENY HARDWARE	PAINT AND TAPE	\$56.87
ANKENY SANITATION	GARBAGE SVC	\$52.53
ARNOLD MOTOR SUPPLY	CUSTEL995	\$57.06
CARUS CORPORATION	CHEMICALS	\$743.50
CARUS CORPORATION	CHEMICALS	\$835.30
COMPETITIVE EDGE	SHIRTS	\$305.25
CONSUMERS ENERGY	IND PARK STREET LIGHTS	\$122.88
D & K PRODUCTS INC	CEMETERY CHEMICAL GAMEUP	\$244.00
DATA TECHNOLOGIES INC	SOFTWARE	\$273.75
DATA TECHNOLOGIES INC	SOFTWARE	\$8.34
DES MOINES REGISTER MEDIA	PUBLISH LEGALS	\$267.13
DES MOINES REGISTER MEDIA	PUBLISH LEGALS	\$283.73
DOOR AND FENCE STORE INC	FIRE DOOR REPAIRS	\$123.00
DYERSVILLE FIRE DEPT	FIRE CHIEFS DUES	\$75.00
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$817.59
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$778.69
HUXLEY COMMUNICATIONS	CHALL & FIRE PHONE/INTERNET	\$96.10
TREASURER STATE OF IOWA	STATE TAXES	\$104.00
TREASURER STATE OF IOWA	STATE TAX	\$101.00
IOWA ONE CALL	EMAIL LOCATES	\$27.90
IOWA PC SOLUTIONS	SEPTEMBER WEBSITE HOSTING	\$40.00
IPERS	IPERS	\$130.68
IPERS	IPERS	\$447.17
IPERS	IPERS	\$435.79
JETCO, INC	TOWER CALIBRATION	\$2,240.00
JIM'S JOHNS INC	PORTABLE RESTROOMS	\$70.00
KEYSTONE LABORATORIES INC	SAMPLE ANALYSIS	\$251.10
MARCO TECHNOLOGIES LLC	9444-01CONTRACT	\$44.72

CITY OF ELKHART BUSINESS MEETING MINUTES
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MENARDS - ANKENY	PAPER TOWELS, MOP HEAD	\$39.68
MENARDS - ANKENY	ROPE AND GLOVES	\$37.42
METRO WASTE AUTHORITY	CURB IT RECYCLING EXPENSE	\$641.06
MID AMERICAN ENERGY	ELECTRIC/GAS 03670-63009	\$3,350.78
MIDWEST OFFICE TECHNOLOGY	ECOPY PRO PDF SOFTWARE	\$257.00
POLK CO TREASURER	ANIMAL CONTROL	\$300.93
POLK COUNTY TREASURER	SHERIFF CONTRACT	\$986.00
RACOM CORPORATION	28RADIO ACCESS EDACS	\$658.00
SAM'S CLUB	SUPPLIES	\$93.68
STAPLES CREDIT PLAN	OFFICE SUPPLIES	\$264.03
SURFACE TECHNOLOGIES	CH SINK REPAIR	\$429.00
THORPE WATER DEVELOPMENT	MONTHLY SERVICE CONTRACT	\$1,820.00
VAN WALL EQUIPMENT INC	MOWER	\$463.92
VEENSTRA & KIMM INC	ENGINEERING	\$20,778.75
VEENSTRA & KIMM INC	ENGINEERING	\$5,770.80
VEENSTRA & KIMM INC	ENGINEERING	\$942.95
VEENSTRA & KIMM INC	ENGINEERING	\$30.00
VEENSTRA & KIMM INC	ENGINEERING	\$374.37
VERIZON WIRELESS	FIRE VEHICLES MIFIBROADBAND	\$80.02
WEX BANK	FUEL	\$207.71
DEPOSIT REFUNDS ON 9/18/2017		\$125.00
PAYROLL CHECKS ON 8/30/2017		\$2,512.01
PAYROLL CHECKS ON 9/15/2017		\$2,214.15
**** PAID TOTAL *****		\$51,803.11
**** SCHED TOTAL *****		\$200.68
***** REPORT TOTAL *****		\$51,450.29

7.e. Resolution 2017-89 Authorizing Road Closures in Support of Councilman Fors' Block Party

Councilman Fors explained that he would be canceling his Block Party and would not need to close roads. No action taken.

8. Discussion and possible action on road closures for Mean Machine Cycle Parts Grand Opening on September 23rd, 2017.

- a. **Resolution 2017-93 authorizing road closures for Mean Machine Cycle Parts**
Motioned by Nolte, Seconded by Fors, motion carried unanimously.

9. Resolution 2017-94 a resolution relating to the financing of a proposed project to be undertaken by the City of Elkhart; establishing compliance with reimbursement bond regulations under the Internal Revenue Code

Motioned by Fors, Seconded by Just, motion carried.

10. Discussion regarding bleachers on loan to the City

- a. **Resolution 2017-95 executing bleacher agreement between David A. Kalsem and the City of Elkhart**

No action taken

11. Discussion regarding the City's wastewater treatment facility project

Update given by City Engineer Bob Veenstra and City Attorney Tom Henderson regarding closing on properties for the facility project as well as the annexation process.

- a. **Resolution 2017-96 authorizing and granting authority to the City Attorney and Mayor in regards to voluntary annexation proceedings and petitions**

Motioned by Shipley, Seconded by Just, motion carried unanimously

12. Discussion regarding the Elkhart Park Board

- a. City Clerk gave report from the Memorial Park Board regarding concerns with the restructuring of the Elkhart Parks and Recreation Board and amending the Code of Ordinances relating to the Elkhart Parks and Recreation Board

13. Report of the Elkhart Planning and Zoning Commission

- a. **Discussion and possible action**

Planning and Zoning Commission Chairman Mike Kappos gave a report of the Planning and Zoning meeting on September 14th, 2017 and the recommendations made regarding plans submitted to the City for review. City Engineer Bob Veenstra made comment on his recommendations for each plan submitted to the City. Travis Sisson, Peak Development Corporation, made comment in regards to development efforts in the Elkhart Industrial Park.

- i. **Resolution 2017-97 Approving Elkhart Industrial Park Plat 3, Final Plat**
Motioned by Fors, Seconded by Nolte, motion carried unanimously

- ii. **Elkhart Industrial Park Plat 3, Lot 6, Site Plan**

Motioned by Just, Seconded by Shipley, motion carried unanimously

14. Ordinances

- a. **Second reading of 2017-03 amending the Elkhart Code of Ordinances Chapter 92: Water Rates**

Motioned by Nolte to make this the second and final reading of 2017-03, Seconded by Just, motion carried unanimously.

- b. **Second reading of 2017-04 amending the Elkhart Code of Ordinances Chapter 99: Sewer Use Rate**

Motioned by Shipley to make this the second and final reading of 2017-04, Seconded by Nolte, motion carried unanimously.

- c. **Second reading of 2017-05 amending the Elkhart Code of Ordinances Chapter 100: Stormwater Management Utility**
Motioned by Fors to make this the second and final reading of 2017-05,
Seconded by Smith, motion carried unanimously.

15. Discussion regarding quotes for a skid loader multipurpose blade

Councilman Nolte informed Council of the need for a larger blade for the skid loader to allow for various projects to be conducted by Public Works around the City. Informed Council that two quotes had been received and a third would be received prior to the next Council Meeting. Requested that the City Clerk place the item on the next Council agenda for further discussion and action.

16. Discussion regarding quotes for a Public Works hoop building

Councilman Nolte informed Council of the need for a hoop building at the City Garage for the storage of sand and salt. He explained the damage being done to the spreader and plow truck by using the truck for seasonal storage of sand and salt. Informed Council that two quotes had been received and a third would be received prior to the next Council Meeting. Requested that the City Clerk place the item on the next Council agenda for further discussion and action.

17. Discussion regarding codification of the Elkhart Code of Ordinances

- a. **Review and comment on draft from Iowa Codification**
City Clerk provided Council with pages from the draft from Iowa Codification for review and comment.
- b. **Council work session on draft**
Brief discussion ensued regarding minor language changes needed in certain parts of the draft. City Clerk would be submitting requested revisions back to Iowa Codification for final publication.

18. Discussion and possible action regarding the Greater Des Moines Partnership

- a. **Resolution 2017-99 approving membership in the Greater Des Moines Partnership**
Discussion ensued in regards to joining the Partnership. The City Clerk highlighted a few key benefits of joining the Partnership. City Attorney Tom Henderson provided opinion on the Partnership as seen in other municipalities that he represents.
Motioned by Shipley, Seconded by Fors, motion carried unanimously.

CITY OF ELKHART BUSINESS MEETING MINUTES
September 18th, 2017 - 7:00 p.m. City Hall

19. Reports:

Just:

Provided Council with information from DNR Brownfields seminar he attended as well as DART information regarding the new governance structure. Informed Council that he and the City Clerk would be attending DART board member orientation on September 22nd.

Nolte:

Informed Council that the DNR had conducted a review of the public water system in Elkhart and submitted suggestion to City Hall for review and action.

20. New and Miscellaneous Business

None

21. Adjourn

Motioned by Shipley, Seconded by Fors, motion carried.

Mayor Snyder adjourned the meeting at 9:13 pm.



Brandon Snyder, Mayor

ATTEST:



Kyle J. Michel, City Clerk