

MINUTES OF REGULAR COUNCIL MEETING MAY 8, 2018

The Shenandoah City Council met in regular session on May 8, 2018 at 6:00 P.M. in the Council Chambers of City Hall. Present were Mayor Richard Hunt and Councilmembers Rita Gibson, Bob Burchett, Kim Swank, Toni Graham, and Aaron Green. Also present were City Clerk/Treasurer Karla Gray, City Administrator Jim Davey, and City Attorney Mahlon Sorensen.

Graham moved, Gibson seconded to approve the agenda. Passed unanimously.

At 6:00 P.M., the Mayor announced that this was the date, time, and place for the public hearing on approving the purchase of Real Estate located on Harrison St. [400 S. Harrison], Shenandoah, IA in the amount of \$150,000.000 from American Nursery Products, Inc. [Building to be used for Street Dept.] Citizen Pat Perkins spoke on behalf of the Historical Society property adjacent to Harrison St building. Current owner has done damage to their property and was curious who would fix it. Mayor Hunt stated that the property would be fixed accordingly. Perkins asked if the property would be surveyed. City Attorney Sorensen commented that they typically don't survey platted lots. No other comments were made.

The Mayor closed the Public Hearing at 6:02 P.M.

Burchett moved, Green seconded approving the consent agenda which included the minutes of the April 24, 2018 regular meeting. Passed unanimously. Burchett moved, Gibson seconded approving renewal of Class E Liquor License (LE) with class B Wine Permit, Class C Beer Permit (Carryout Beer), and Class E Liquor License (LE) for Fareway Stores, Inc. DBA Fareway Stores, Inc. #938 at 1007 S. Fremont St. [Expires 06/20/2019]. Passed unanimously. Gibson moved, Graham seconded approving renewal of Class C Liquor License (LC) (Commercial) with Brew Pub, Class C Liquor License (LC) (Commercial), Outdoor Service and Sunday Sales for William Hillman DBA Depot Deli & Lounge at 101 Railroad St. [Expires 06/30/2019]. Passed unanimously. Swank moved, Green seconded approving Airport Hangar Lease Agreement for Phillip Worcester [Hangar #1]. Passed unanimously. Gibson moved, Burchett seconded approving City Employees to attend Street Sweeper/SewerJet training on May 21, 2018 in Council Bluffs, IA [Todd Foutch, D. Graham, B. Falk, M. Roush, Tom Foutch] [City vehicle]. Passed unanimously.


Swank moved, Green seconded to approve the Abstract of Claims #2018-21 for \$365,894.75. Passed unanimously.

City Attorney Sorensen had a brief discussion on the purchase of 400 S. Harrison. Sorensen commented that this offer to purchase will be presented to Holmes. Sorensen also suggested moving the Closing to August 1, 2018 rather than the proposed July 1, 2018. Gibson moved, Graham seconded to approve the following resolution. On roll call, the votes were "Ayes" unanimous. Whereupon the Mayor declared the resolution duly adopted.

RESOLUTION APPROVING THE PURCHASE OF REAL ESTATE LOCATED ON HARRISON ST. [400 S. HARRISON], SHENANDOAH, IOWA IN THE AMOUNT OF \$150,000.00 FROM AMERICAN NURSERY PRODUCTS, INC. [BUILDING TO BE USED FOR STREET DEPT.] [CLOSING DATE AUGUST 1, 2018] [PUBLIC HEARING ITEM 5A].

BE IT HEREBY RESOLVED by the City Council of the City of Shenandoah, Iowa, approving the purchase of Real Estate located on Harrison St. [400 Harrison], Shenandoah, IA in the amount of \$150,000.000 from American Nursery Products, Inc. [Building to be used for Street Dept.] [Closing Date August 1, 2018].

PASSED AND APPROVED this 8th day of May, 2018.


MAYOR


CITY CLERK


Graham moved, Green seconded approving the following resolution. On roll call, the votes were "Ayes" unanimous. Whereupon the Mayor declared the resolution duly adopted.

RESOLUTION APPROVING PURCHASE OF 111 N. ELM ST. SUBJECT TO THE FOLLOWING TERMS: [BUYER ASSUMES THE FIRST MORTGAGE IN AMOUNT OF APPROXIMATELY \$70,000.00 AND THE RELEASE OF THE DEVELOPMENT AGREEMENT IN EXCHANGE FOR \$15,000.00 CASH FROM SELLER TO BUYER AND \$50,000.00 OF EQUITY IN THE PROPERTY FROM SELLER TO BUYER]

BE IT HEREBY RESOLVED by the City Council of the City of Shenandoah, Iowa, approving the purchase of 111 N. Elm St. subject to the following terms: [Buyer assumes the first mortgage in the amount of approximately \$70,000.00 and the release of the development agreement in exchange for \$15,000.00 cash from Seller to Buyer and \$50,000.00 of Equity in the property from Seller to Buyer].

PASSED AND APPROVED this 8th day of May, 2018.


MAYOR


CITY CLERK

Gibson moved, Swank seconded approving the following resolution. On roll call, the votes were "Ayes" unanimous. Whereupon the Mayor declared the resolution duly adopted.

RESOLUTION APPROVING AND AUTHORIZING A FORM OF LOAN AGREEMENT AND AUTHORIZING AND PROVIDING FOR THE ISSUANCE, AND LEVYING A TAX TO PAY THE NOTES AND APPROVAL OF THE TAX EXEMPTION CERTIFICATE [RURAL FIRE TANKER TRUCK]

BE IT HEREBY RESOLVED by the City Council of the City of Shenandoah, Iowa, approving and authorizing a form of Loan Agreement and Authorizing and Providing for the Issuance, and Levying a Tax to pay the notes and approval of the Tax Exemption Certificate [Rural Fire Tanker Truck].

PASSED AND APPROVED this 8th day of May, 2018.


MAYOR



CITY CLERK

Burchett moved, Gibson seconded approving the following resolution. On roll call, the votes were "Ayes" unanimous. Whereupon the Mayor declared the resolution duly adopted.

RESOLUTION APPROVING THE TRANSFER OF SHENANDOAH INN AND SUITES FROM PAUL AND PERCILLA LATTIN TO AMY AND ZACHARY ZWICKEL [TRANSFER OF SHARES IN SHENINN, INC. FOR OWNERSHIP, OPERATION AND CONTROL OF THE SHENANDOAH INN AND SUITES]

BE IT HEREBY RESOLVED by the City Council of the City of Shenandoah, Iowa, approving the transfer of Shenandoah Inn and Suites from Paul and Percilla Lattin to Amy and Zachary Zwickel [Transfer of shares in ShenInn, Inc. for ownership, operation and control of Shenandoah Inn and Suites].

PASSED AND APPROVED this 8th day of May, 2018.


MAYOR


CITY CLERK

A discussion and presentation was held on the finding and recommendations from the Nutrient Reduction Strategy and Antidegradation Analysis [Water Treatment Facility Project] [JEO Consulting Group, Inc.]. Curt Kampman gave a brief presentation on the proposed Wastewater Treatment Plant Upgrades saying the City must comply with the current NPDES permit. DNR has mandated upgrades to

CONTINUED MINUTES OF REGULAR COUNCIL MEETING MAY 8, 2018


the facility to comply with the regulations. Kampman stated that the City should move forward with Phase II of the project [Estimated \$4M]. Kampman has been in contact with DNR representatives that stated that the City would qualify as a disadvantaged community. Disadvantaged communities could get lower interest rate or longer term. Kampman suggested that the Council approve and submit the application for the disadvantaged community.

Green moved, Gibson seconded approving the following resolution. On roll call, the votes were "Ayes" unanimous. Whereupon the Mayor declared the resolution duly adopted.

**RESOLUTION APPROVING THE DISADVANTAGED COMMUNITY ANALYSIS APPLICATION
FORM FOR THE WASTEWATER TREATMENT FACILITY PROJECT
[JEO CONSULTING GROUP, INC.]**

BE IT HEREBY RESOLVED by the City Council of the City of Shenandoah, Iowa, approving the Disadvantaged Community Analysis Application form for the Wastewater Treatment Facility Project [JEO Consulting, Inc.].

PASSED AND APPROVED this 8th day of May, 2018.


MAYOR


CITY CLERK

Burchett moved, Gibson seconded approving the following resolution. On roll call, the votes were "Ayes" unanimous. Whereupon the Mayor declared the resolution duly adopted.

**RESOLUTION APPROVING THE ESTABLISHMENT OF ACTIVE TRANSPORTATION ADVISORY
COMMITTEE UNDER THE PARK AND REC BOARD WITH A RECOMMENDATION OF FIVE
MEMBERS PLUS A COUNCIL LIAISON AND WILL SERVE THREE YEAR TERMS WITH NO TERM
LIMITS [BICYCLE FRIENDLY COMMUNITY PROGRAM]**

BE IT HEREBY RESOLVED by the City Council of the City of Shenandoah, Iowa, approving the establishment of Active Transportation Advisory Committee under the Park and Rec Board with a recommendation of Five members plus a Liaison and will serve three year terms with no term limits [Bicycle Friendly Community Program].

PASSED AND APPROVED this 8th day of May, 2018.


MAYOR


CITY CLERK

Graham moved, Green seconded to approve the following resolution. On roll call the vote was "Ayes" unanimous. Whereupon the Mayor declared the resolution duly adopted.

**RESOLUTION RATIFYING AND APPROVING RATE/SALARIES FOR SEASONAL EMPLOYEES OF
THE CITY OF SHENANDOAH-WILSON AQUATIC CENTER STAFF**

WHEREAS, the following position(s) and rate increase(s) have been recommended by the City Administrator, Park/Rec Director, Aquatic Director, Park Board and

WHEREAS, the position and rate set forth have been included in the FY 2018 and FY 2019 adopted budgets, so

WHEREAS, be it resolved by the City Council of the City of Shenandoah, that the following position and rate be hereby ratified and approved as follows:

Name:	Position:	Amount:
Madison Regan	Lifeguard	\$7.75/Hr.
Olivia Denton	Lifeguard	\$7.50/Hr.
Nicholas Stanley	Lifeguard	\$7.25/Hr.
Steven Martin	Lifeguard	\$7.25/Hr.
Taylor Rogers	Lifeguard	\$7.50/Hr.
Kelli Baker	Concessions	\$7.25/Hr.
Hannah Underwood	Concessions	\$7.25/Hr.
Bailey Maher	Admissions	\$7.25/Hr.
Mathew Regan	Assistant Manager/Lifeguard	\$8.25/Hr.
Nick Bosley	Swim Team Coach	\$750/Season
Steven Martin	Swim Team Coach	\$750/Season

BE IT HEREBY RESOLVED by the City Council of the City of Shenandoah, Iowa, ratifying and approving rate/salaries for seasonal employees of the City of Shenandoah-Wilson Aquatic Center Staff.

PASSED AND APPROVED this 8th day of May, 2018.


MAYOR


CITY CLERK

Burchett moved, Gibson seconded to approve the following resolution. On roll call the vote was "Ayes" unanimous. Whereupon the Mayor declared the resolution duly adopted.

RESOLUTION RATIFYING AND APPROVING RATE/SALARIES FOR SEASONAL EMPLOYEES OF THE CITY OF SHENANDOAH-CEMETERY DEPT. /PARK AND REC DEPT. /STREET DEPT.

WHEREAS, the following position(s) and rate increase(s) have been recommended by the City Administrator, Cemetery Sexton, Park/Rec Director, Park Board, Street Superintendent and

WHEREAS, the position and rate set forth have been included in the FY 2018 and FY 2019 adopted budgets, so

WHEREAS, be it resolved by the City Council of the City of Shenandoah, that the following position and rate be hereby ratified and approved as follows:

Name:	Position:	Amount:
Jason Falk	Cemetery Maintenance	\$11.00/Hr.
Chris Hielen	Cemetery Maintenance	\$8.50/Hr.
Ethan Haynie	Parks Maintenance	\$8.75/Hr.
Johnny Wood	Parks Maintenance	\$7.75/Hr.
Skylor Rice	Parks Maintenance	\$7.75/Hr.
Toby Scharp	Street Maintenance	\$10.25/Hr.

BE IT HEREBY RESOLVED by the City Council of the City of Shenandoah, Iowa, ratifying and approving rate/salaries for seasonal employees of the City of Shenandoah-Cemetery Dept. /Park and Rec Dept. / Street Dept.

CONTINUED MINUTES OF REGULAR COUNCIL MEETING MAY 8, 2018

PASSED AND APPROVED this 8th day of May, 2018.

Kavanaugh
CITY CLERK

Richard W. Hunt
MAYOR

Burchett moved, Gibson seconded approving the following resolution. On roll call, the votes were "Ayes" unanimous. Whereupon the Mayor declared the resolution duly adopted.

RESOLUTION APPROVING PROPOSED BUDGET AMENDMENTS FOR FY18 AND SETTING PUBLIC HEARING DATE AS MAY 22, 2018 AT 6:00 P.M.

BE IT HEREBY RESOLVED by the City Council of the City of Shenandoah, Iowa, approving proposed budget amendments for FY18 and setting Public Hearing date as May 22, 2018 at 6:00 P.M.

PASSED AND APPROVED this 8th day of May, 2018.

Kavanaugh
CITY CLERK

Richard W. Hunt
MAYOR

Burchett moved, Green seconded approving the following resolution. On roll call, the votes were "Ayes" unanimous. Whereupon the Mayor declared the resolution duly adopted.

RESOLUTION GRANTING PERMISSION TO MOVE FORWARD OBTAINING POSSESSION OF PROPERTY LOCATED AT 305 S. ELM/KEENAN APTS. [CITY ATTORNEY SORENSEN]

BE IT HEREBY RESOLVED by the City Council of the City of Shenandoah, Iowa, granting permission to move forward obtaining possession of property located at 305 S. Elm/Keenan Apts. [City Attorney Sorensen].

PASSED AND APPROVED this 8th day of May, 2018.

Kavanaugh
CITY CLERK

Richard W. Hunt
MAYOR

Swank moved, Gibson seconded approving the following resolution. On roll call, the votes were "Ayes" unanimous. Whereupon the Mayor declared the resolution duly adopted.

RESOLUTION APPROVING NEW PERMIT CLASS C LIQUOR LICENSE (LC) (COMMERCIAL) WITH CLASS C LIQUOR LICENSE (LC) (COMMERCIAL), OUTDOOR SERVICE AND SUNDAY SALES FOR DARREN BARTLEY DBA ELM STREET GRILL AT 1800 S. ELM ST. [PENDING DRAM SHOP]

BE IT HEREBY RESOLVED by the City Council of the City of Shenandoah, Iowa, approving new permit Class C Liquor License (LC) (Commercial) with Class C Liquor License (LC) (Commercial), Outdoor Service and Sunday Sales for Darren Bartley DBA Elm Street Grill at 1800 S. Elm St. [Pending Dram Shop].

PASSED AND APPROVED this 8th day of May, 2018.

Richard W Hund
MAYOR

Kavanaugh
CITY CLERK

Gibson moved, Green seconded approving the following resolution. On roll call, the votes were "Ayes" unanimous. Whereupon the Mayor declared the resolution duly adopted.

**RESOLUTION APPROVING ANNUAL CITY WIDE CLEANUP REPORT
[SHENANDOAH SANITATION/KELLY MOREHOUSE]**

BE IT HEREBY RESOLVED by the City Council of the City of Shenandoah, Iowa, approving annual City Wide Cleanup Report [Shenandoah Sanitation/Kelly Morehouse].

PASSED AND APPROVED this 8th day of May, 2018.

Richard W Hund
MAYOR

Kavanaugh
CITY CLERK

Assistant Chief Sparks gave a brief update on the Nuisance Properties.

For Citizens Opportunity to Address the Council-none.

For Council/Committee Reports- Councilmember Swank spoke about Parks and Rec status of McComb Park equipment. Councilmember Burchett spoke about removing grass out of the streets to minimize the amount of grass clippings that may affect the storm sewer drains.

Items for Future Agenda-

There being no further business, Burchett moved, Gibson seconded to adjourn the meeting. The Mayor therefore declared the meeting adjourned at 6:59 P.M. and to reconvene at the next regular council meeting on May 22, 2018 at 6:00 P.M.

Richard W Hund
MAYOR

Kavanaugh
CITY CLERK