

City of Menlo
Regular City Council Meeting
October 3, 2018 – 7:00 PM
Clerk's Office

Mayor Clarke called the meeting to order at 7:00 pm with Korradi, Miller, Culver, Behnken and Jones present. Attorney David Grapentine was also present. Behnken moved to approve the agenda, Jones seconded the motion. All Ayes.

Jake Faust reported street work is finished, will start drawdown, summer employee's last day was September 28th, floor is almost ready to paint, sign posts were delivered and will start replacing them next week, Tube at Miller property needs reset and a dumpster is needed in the campground during the summer months.

Clerk Blass reported that there are several chicken permits that have expired and the 28E agreement with Xenia Rural Water will expire on December 1, 2018. Clerk assisted Future of Menlo to apply for a Guthrie County Community Foundation mini grant of \$1000 to use toward the purchase of security cameras. Park and Rec has offered to provide the matching fund for the project.

Motion by Behnken seconded by Korradi to approve the Urban Renewal Report. All Ayes.

Discuss was held regarding a driveway ordinance and permit. Jake stated ordinance requirements should include a 55' steel tube minimum of 10" depending on need, ¼" slope of the tube, installed by the City, fee of 50% cost share of tube to land owner. Council was provided several examples from other cities and instructed Clerk to draft an ordinance for the next council meeting to be reviewed.

Discussion was held regarding location of Recycle Bins and Rock pile. Jones suggested the Lagoon. Jake stated that the lagoon area is too wet for the rock pile, a good base is needed. Council felt the bins need to be placed where it is lighted. Council asked Clerk to find out who owns alley between Shirley Guisinger and Guthrie Co. Shed. Motion by Behnken seconded by Korradi to table discussion on location of rock pile and recycling bins until November 7th. All Ayes.

Discussion was held regarding conditions to sell school lots. The use of bid process was discussed with a minimum bid of \$1000 on sealed bids including a "right to refuse any and all bids" clause, and timeline of 18 months to have a house built with the application of a building permit done within 6 months of purchase. Attorney will draft a contract. Motion by Korradi seconded by Jones to enforce a minimum bid of \$1000 for each of the three school lots. All Ayes.

Council reviewed bids received for a security camera system. Unplugged Wireless bid was \$2685, and Solutions bid was \$2187.85. Motion by Behnken seconded by Culver to accept the Bid from Solutions for the Security Camera System. All Ayes.

Display sign charges and policies were discussed. Korradi felt they should be kept simple, with no exempt list and set restrictions on what are allowable posts. Council suggested the need for a clear policy, charges and use of a form filled out in advance of posting. Motion by Jones seconded by Behnken to charge \$5 for first day and \$2 for each additional day up to 10 days maximum posting. All Ayes.

A letter requesting a tubed driveway from Raymond Shelley was reviewed. Attorney stated that there is nothing in the City Code that substantiates that the City is obligated to provide a driveway for each property and would not recommend the City to accommodate Mr. Shelley's request. Motion by Culver seconded by Korradi to have Attorney Grapentine write a letter to Raymond Shelley denying his request. All Ayes.

Motion by Korradi seconded by Jones to set Halloween Beggars night for Tuesday, October 30th between 5:00pm to 7:00pm with Park and Rec providing hot dogs in the community building. All Ayes.

Bill and Sarah Messinger asked the council to have use of the community building for Menlo's Sesquicentennial on June 28th – 30th at no charge, allowing for the meal to be provided and activities. Bill also asked to have the campground closed on Saturday June 29th. Motion by Korradi seconded by Behnken to allow the Sesquicentennial to use the community building at no charge on June 28 -30th. All Ayes. Motion by Behnken seconded by Korradi to post a sign that campground will be closed on Saturday, June 29th from 8:00 am Saturday to 8:00 am Sunday six months prior to June 29th. All Ayes.

A nuisance complaint was brought to the council's attention regarding 619 2nd St. It is reported that there is an excessive amount of wild animals living in the abandoned house and vehicles, and there are tall

weeds growing on the property. Wildlife is doing damage to house on 110 Adair St. Clarke asked Jacobson to take pictures and document issues to bring to City Hall. Council felt the animal issue needs to be addressed. Motion by Culver seconded by Korradi to put 619 2nd Street on review list for the November council meeting. All Ayes.

Nuisance properties were reviewed. 702 North St. Korradi stated that everything that was listed is gone. Motion by Jones seconded by Korradi to move 702 North St. to done list. All Ayes. 510 Sheridan St. Jones stated brush and freezer has been removed. Motion by Jones seconded by Behnken to move 510 Sheridan St. to done list. All Ayes. 204 McPherson St. council confirmed cars are gone, tires are moved to inside the shed and there is a small pile of brush. Motion by Jones seconded by Behnken to move 204 McPherson St. to done list. All Ayes. 417 7th St needs mowed but otherwise cleaned up. Council agreed to send letter if not cleaned up next month. Motion by Behnken seconded by Culver to leave on review later. Ayes – Jones, Behnken, Culver, and Korradi. Nays – Miller. Motion passed. Culver would like 405 6th St. to be added to nuisance list. There is a black Chevy with a flat tire parked along the street. Motion by Culver seconded by Behnken to add to nuisance list and send a curtesy letter. All Ayes.

Public forum –Rick Cummings volunteered his mowing services to help Faust mow City property. Clarke stated that the council will consider his offer for next year. Jeanie Wallace voiced concern regarding sign charges and lack of usage due to charges. Rick Guisinger asked for follow-up on Fire Association requirements. Miller will get a copy of the 28E agreement to Guisinger. Grapentine will research meeting requirements. Motion by Behnken seconded by Korradi to close the public forum. All Ayes.

Motion by Korradi, Seconded by Jones to approve the consent agenda, minutes of regular meeting 9-5-18, bills submitted for approval, and clerk reports. All Ayes.

Motion by Behnken seconded by Culver to adjourn the meeting. All Ayes.

Mayor Clarke declared the meeting adjourned at 9:05 PM.

Michael Clarke, Mayor

Attest: Gwen Blass, City Clerk

SEPTEMBER BILLS SUBMITTED FOR APPROVAL

Salaries		\$ 4,857.49
IPERS		\$ 870.21
EFTPS - US Treasury	Fed Withholding	\$ 1,363.67
State of Iowa	State Withholding	\$ 252.00
	Total Payroll	\$ 7,343.37
Adair Co. Landfill	Landfill Fees	\$ 1,235.50
Alliant	Utilities	\$ 1,620.98
Gwen Blass	Mileage	\$ 42.51
Coon Valley Coop Telephone	Phone	\$ 91.58
Data Technologies	Meeting Reg.	\$ 95.00
Egger Welding	Mower Rpr	\$ 110.00
Jensen & Grapentine	Atty Fees	\$ 1,146.33
Menlo Public Library	Librarian Salary	\$ 900.00
Office Depot	Toner/Paper	\$ 80.53
Petty Cash	Postage	\$ 40.42
Stuart True Value	Wiring	\$ 30.95
The Stuart Herald	Publications	\$ 155.40
US Post Office	Postage	\$ 50.00
Visa	Comm Bldg Rpr	\$ 120.28
Waste Solutions of IA	Kybo Rent	\$ 85.00
Xenia Rural Water	Utilities	\$ 97.80
	Fund 001 Total	\$ 5,902.28
Agriland FS	Fuel	\$ 298.48
Alliant	Utilities	\$ 151.46
Bituminous Materials	Road Oil	\$ 9,544.43
Coon Valley Coop Telephone	Phone	\$ 45.80
Schildberg Construction	Rock	\$ 2,200.50
Visa	Gas/Patch	\$ 252.38
	Fund 110 Total	\$ 12,493.05

Menlo Public Library	FICA/IPERS	\$ 153.81
Wellmark	Health Ins	\$ 920.31
	Fund 112 Total	\$ 1,074.12
Alliant	Utilities	\$ 143.67
Allied Systems	Control Panel	\$ 9,821.46
Coon Valley Coop Telephone	Phone	\$ 45.79
Farmers Electric Coop	Utilities	\$ 22.02
Ia One Call	One Call	\$ 18.00
Verizon	Cell Phone	\$ 43.79
Wellmark	Health Ins	\$ 242.28
Xenia Rural Water	Utilities	\$ 2.15
	Fund 610 Total	\$ 10,339.16
	TOTAL EXPENSES	\$ 37,151.98

September Income

General Fund	\$ 7,913.71
Road Use	\$ 4,542.73
Employee Benefits	\$ 2,028.42
Emergency	\$ 167.65
LOST	\$ 2,217.51
Sewer	\$ 10.17
TOTAL REVENUE	\$ 16,880.19