

City of Menlo
Regular City Council Meeting
September 5, 2018 – 7:00 PM
Clerk's Office

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

Jake Faust reported new electric pressure washer would cost approximately \$500.00. Motion by Miller seconded by Jones to set a limit of \$700.00 to purchase a pressure washer. Ayes - Korradi, Miller and Jones. Absent – Culver and Behnken. Faust stated road maintenance is delayed due to rain, control panel is installed and running.

Clerk Blass requested to attend IPERS and Data Tech training sessions. Motion by Korradi seconded by Jones to allow Clerk to attend IPERS meeting September 18th. Ayes - Korradi, Miller and Jones. Absent – Culver and Behnken. Motion by Jones seconded by Korradi to allow clerk to attend Data Tech training on October 17th. Ayes - Korradi, Miller and Jones. Absent – Culver and Behnken. Clerk reported the vandalism done to the Library windows, pavilion wiring and camper breaker, persons have been identified and charges have been pressed. Also reported that Clerk and Librarian volunteered their time to paint and clean the kitchen area.

Motion by Korradi seconded by Miller to approve Resolution #2018-17 Street Finance Report. Roll Call vote: Miller – Aye, Korradi – Aye, Jones – Aye, Behnken and Culver – Absent. Motion passed.

Lauren Subler from Region 12 COG presented the updated Multi-Jurisdictional Hazard Mitigation Plan. Demographics were the only changes to the updated plan. Adopting the revised Plan will make Menlo eligible for FEMA funding in case of a disaster.

Motion by Miller seconded by Korradi to approve Resolution #2018-18 to adopt the Multi-Jurisdictional Hazardous Mitigation Plan. Roll Call vote: Miller – Aye, Korradi – Aye, Jones – Aye, Behnken and Culver – Absent. Motion passed.

Discussion was held regarding location of Recycle Bins and Rock pile.

Discussion was held regarding conditions to sell school lots. Attorney Grapentine explained selling of lots with use restrictions, use reverter, and contract with purchaser. Grapentine will draft said documents. Documentation from prior City Attorney stating that the lots could not be sold for \$1.00 was read. The use of bid process was discussed. Setting a reasonable minimum bid including a “right to refuse any and all bids” clause in bid process.

Troy Miller asked what needed to be done to reclassify property from Residential to Commercial. Council explained it would have to be a hearing before the Zoning Commission.

Use of Community Building for morning coffee while the Café is closed was discussed. Mayor Clarke stated that the item was not on the agenda to be voted on nor on the exempt list to use the building. Jones stated that topic was brought up after meeting was adjourned while he and 2 other council members and the Mayor were still present. Several people discussed having people use the kitchen for morning coffee. Korradi stated that she was in favor of the idea. She felt that it was something to help the community come together. Korradi felt that having 3 council members and the mayor involved in the decision was like how renting Push Inc. the city property was handled so didn't have a problem with it. Miller was also in favor of allowing people to use the kitchen area. Mayor stated that it should have been on the agenda since the café closing was known about in advance and that Mike Culver felt he should have been involved in the decision. Mayor asked for public input. Clerk took partial responsibility in having the kitchen used but realizes that it should have been on the agenda or addressed during public forum. Judy Skellenger felt everything was handle well and would like to see the use of the community building free to Menlo residents. Mayor asked if council wanted to vote to allow the kitchen to be used. Council and public felt the need was no longer there.

The ditch located at 2nd Street and Sheridan Street needs to be cleaned out another 8 inches due to culvert being set too deep not allowing water to flow. Sargent Building set tube prior to asking about specifications. Motion by Miller seconded by Korradi to allow Faust to clean ditch as needed. Ayes - Korradi,

Miller and Jones. Absent – Culver and Behnken. Council discussed need to update City Ordinance to state driveway and tube requirements. Faust is to write up specifications for driveways for next meeting.

Clerk is in the process of getting quotes to bring the security camera system operational. Blass has contacted Unplugged Wireless and Solutions to get quotes. Both entities have stated that DVR and cameras will need to be replaced. Council would like quotes for 7 cameras, warranty and maintenance.

Council would like charges to post something on the display sign to be the same for everyone, no exempt list, and keep rate low with a form for people to fill out what they want displayed and when. Mayor asked Clerk to ask other cities what they charge. Would like sign used for personal information, community functions and possibly advertising with limit on number of screens per day and number of days being used. Mayor asked for public input. Public would like to see date and time of council meetings posted.

Nuisance properties were reviewed. 702 North St. Most of the cars have been removed, council will discuss next month. 510 Sheridan St. brush has been removed. Tara Casteneda stated the deep freeze will be gone by Sunday. Attorney Grapentine stated that according to state law, the lid of the freezer must be removed if it is in a location accessible to children. Will act next month.

Public forum – Tara Castaneda addressed dog complaint and nuisance issues of property located at 510 Sheridan St. and had taken several photos of nuisances within Menlo that have not been addressed. Mayor Clarke stated the City would be happy to address additional nuisance issues as time permits. Clarke asked for photos with addresses for council review. Rick Cummings informed the council that Push Inc. is giving him 380 wood pallets and plans to fix his existing fence with them. Cummings asked if he needed a building permit to repair an existing fence. Mayor Clarke said that one is not required. Rick Guisinger asked what the duties were as Fire Board Representative. Miller stated to work toward the best interests of the citizens of Menlo and to try to encourage meetings. Guisinger would like to know the basic requirements and if council would like a written update of the meetings. Miller will provide a copy of the 28E agreement. Bill Messinger gave a Sesquicentennial update. It will be held June 29, 2019 with most activities free. Larry Jacobson wanted to thank Troy Miller for offering the use of his building for morning coffee until the café was reopened. Motion by Korradi seconded by Jones to close the public forum. Ayes - Korradi, Miller and Jones. Absent – Culver and Behnken.

Motion by Jones, Seconded by Miller to approve the consent agenda, minutes of regular meeting 8-1-18, bills submitted for approval, and clerk reports. Ayes - Korradi, Miller and Jones. Absent – Culver and Behnken.

Motion by Miller seconded by Korradi to adjourn the meeting. Ayes - Korradi, Miller and Jones. Absent – Culver and Behnken.

Mayor Clarke declared the meeting adjourned at 9:26 PM.

Michael Clarke, Mayor

Attest: Gwen Blass, City Clerk

AUGUST BILLS SUBMITTED FOR APPROVAL

Salaries		\$ 5,774.27
IPERS		\$ 1,043.21
EFTPS - US Treasury	Federal Withholding	\$ 1,634.60
State of Iowa	State Withholding	\$ 294.00
	Total Payroll	\$ 8,746.08
Alliant	Utilities	\$ 1,544.64
Central Ia Distributing	Garbage Bags	\$ 165.60
Coon Valley Coop Telephone	Phone	\$ 87.52
Jensen & Grapentine	Attorney Fees	\$ 857.52
Menlo Public Library	Librarian Salary	\$ 684.00
Schildberg Construction	Rock	\$ 1,026.83
SW Ia Pest Control	Exterm Srv	\$ 75.00
Stuart True Value	Supplies	\$ 76.84
The Stuart Herald	Publications	\$ 110.25
Visa	Mower Gas	\$ 183.67
Wallace Auto Supply	Sweeper Rpr	\$ 53.78
Waste Solutions of IA	Kybo Rent	\$ 255.00

Xenia Rural Water	Utilities	\$ 97.80
	Fund 001 Total	\$ 5,218.45
Agriland FS	Fuel	\$ 161.97
Alliant	Utilities	\$ 142.26
Coon Valley Coop Telephone	Phone	\$ 43.77
IA DOT	Signs	\$ 200.62
Schildberg Construction	Rock	\$ 1,026.82
Visa	Gas/Patch	\$ 173.16
Wallace Auto Supply	Equip Rpr	\$ 152.53
	Fund 110 Total	\$ 1,901.13
Menlo Public Library	Librarian FICA/IPERS	\$ 116.90
Wellmark	Health Ins	\$ 920.31
	Fund 112 Total	\$ 1,037.21
Region XII COG	CDBG Draw	\$ 4,623.00
	Fund 301 Total	\$ 4,623.00
Agri Drain	Tile Rpr	\$ 173.64
Agriland FS	Fuel	\$ 161.96
Alliant	Utilities	\$ 72.75
Coon Valley Coop Telephone	Phone	\$ 43.76
Farmers Electric Coop	Utilities	\$ 31.00
Ia DNR	NPDES Fees	\$ 210.00
Ia One Call	One Call	\$ 19.80
Verizon	Cell Phone	\$ 43.79
Wellmark	Health Ins	\$ 242.28
Xenia Rural Water	Utilities	\$ 6.44
	Fund 610 Total	\$ 1,005.42
	TOTAL EXPENSES	\$ 22,531.29
August Income		
General Fund	\$ 6,403.00	
Road Use	\$ 4,734.39	
LOST	\$ 2,217.51	
Capital Project	\$ 4,623.00	
Sewer	\$ 370.51	
	TOTAL REVENUE	\$ 18,348.41