

City of Menlo
Regular City Council Meeting
July 10, 2019 – 7:00 PM
Clerk's Office

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

Jake Faust reported having trouble with oiler, slowing street work. Will need 5 loads of rock to finish. Motion by Culver seconded by Korradi to approve purchase of 5 more loads of gravel. Ayes – Jones, Behnken, Culver, Korradi, Miller absent. Korradi suggested to do Sheridan St. after RAGBRAI. Adair St. is done except seal coat. Electric Pump is scheduled to finish flange work. Motion by Behnken seconded by Culver to allow Faust to go to Okoboji for sewer training on Sept. 17 & 18 including lodging. Ayes – Jones, Behnken, Culver, Korradi, Miller absent. Faust will talk to Guthrie Co. Engineer regarding drainage issues. Tony Bellizzi, certified engineer of Veenstra & Kimm discussed their Municipal Engineering Services for sewer projects and available grants. Clarke asked what he recommended for the thickness of driveways. Bellizzi stated the standard thickness is 6 inches with a minimum of 5 inches. Discussion was paused for Public Hearing.

Motion by Culver seconded by Jones to open public hearing on Status of Funded Activities for the CDBG Grant at 7:35 pm. Ayes – Jones, Behnken, Culver, Korradi, Miller absent. A public hearing was held during the regular City Council meeting on July 10, 2019. The notice of the public hearing was published June 27, 2019. A representative from Region XII Council of Governments, as grant administrator, provided a report on the status of the overall program. This information included a general description of the program, the addresses of the recipients, the expenditures to date, the amount of work to be completed, performance targets, and the remaining activity schedule. It was noted that the public has reasonable access to all local meetings, project records and other information relating to the use of these CDBG funds at either Menlo City Hall or at the Region XII Council of Government building. No other written or oral comments were received. Motion by Culver seconded by Jones to close the public hearing at 7:45 pm.

Faust resumed storm sewer discussion. Attorney Grapentine stated that project would have to go to public bid with plans submitted by a licensed engineer. Council would like to obtain grant options from Region XII COG.

Blass reported the City website is completed, Alliant Energy sent notice for a gas line repair, and requirements from Region XII for Fair Housing mandatory activities. Clarke would like pictures of current city staff and council added to website. Blass informed council a citizen asked to build a temporary fence and asked if a permit was need. Council agreed that no permit is required for a temporary fence. Library foundation requested to bring in a small freezer for RAGBRAI. Motioned by Korradi seconded by Behnken to allow Library Foundation to bring in a small freezer. Ayes – Jones, Behnken, Culver, Korradi, Miller absent.

Amanda Powell would like to have small band play during summer from 7:00pm to 10:00 pm. City attorney stated noise ordinance is vague and wouldn't expect complications under our code. Motion by Korradi seconded by Jones to allow a small band to play during summer between hours of 7:00 pm to 10:00 pm unless it becomes a nuisance. Ayes – Jones, Behnken, Culver, Korradi, Miller absent.

Motion by Korradi seconded by Behnken to increase the City contribution of Librarian salary from 18 hours to 20 hours per week. Ayes – Jones, Behnken, Culver, Korradi, Miller absent.

Motion by Behnken seconded by Jones to approve Resolution #2019-16 to hire summer help. Roll call vote: Ayes – Jones, Behnken, Culver and Korradi. Absent – Miller.

Motion by Behnken seconded by Korradi to approve Resolution #2019-17 Jake Faust wage increase. Roll call vote: Ayes, Behnken, Jones, Culver & Korradi. Absent – Miller.

Motion by Behnken seconded by Jones to approve Resolution #2019-18 Gwen Blass wage and health insurance increase. Roll Call vote: Ayes – Jones, Behnken, Culver and Korradi. Absent – Miller.

Motion by Behnken seconded by Korradi to approve Resolution #2019-19 Julie O'Brien wage and hour increase. Roll call vote: Ayes. Culver, Korradi, Behnken and Jones. Absent – Miller.

Gwen Blass gave an update on RAGBRAI.

Discussion was held regarding current driveway ordinance. Based on research that was presented and information from a licensed engineer stating the recommended thickness of a driveway to be 6 inches with a minimum of 5 inches, the council felt our ordinance is appropriate. Motioned by Behnken seconded by Korradi that Menlo's existing ordinance stands as is with a 5 ½ inch minimum depth of concrete. Ayes – Jones, Behnken, Culver, Korradi, Miller absent.

The septic tank issue on 613 – 2nd St was discussed. Faust talked to property owner regarding tree to be removed. Estimated cost to clean tank is \$435 that property owner would be willing to pay. Council would like two estimates for the tree removal.

Nuisance properties were review. Motion by Culver seconded by Behnken to move 417 7th St. to review later. Ayes – Jones, Behnken, Culver, Korradi, Miller absent.

Motion by Behnken seconded by Jones to open public forum. Ayes – Jones, Behnken, Culver, Korradi, Miller absent. Tara Castaneda stated that she has two service dogs, daughter had brought one into library and was told no pet were allowed. Tara stated we are required to allow them. Blass asked for documentation showing that they are registered service dogs. Tara will bring to clerk's office. Tara also complained about excessive speed on Sheridan St and running stop sign. Council told her to contact law enforcement to handle the problem. Greg Lambert requested that the city vacate the unused road next to his property. Lambert would like to own it. Clerk and attorney will research process to vacate a road. Motion by Behnken seconded by Korradi to close public forum. Ayes – Jones, Behnken, Culver, Korradi, Miller absent.

Motion by Behnken, Seconded by Korradi to approve the consent agenda, minutes of regular meeting 6-5-19, bills submitted for approval, and clerk reports. Ayes – Jones, Behnken, Culver, Korradi, Miller absent.

Motion by Korradi seconded by Behnken to adjourn the meeting. Ayes – Jones, Behnken, Culver, Korradi, Miller absent. Mayor Clarke declared the meeting adjourned at 8:53 PM.

Michael Clarke, Mayor

Attest: Gwen Blass, City Clerk

JUNE BILLS SUBMITTED FOR APPROVAL

Salaries		\$ 5,501.37
IPERS		\$ 869.55
EFTPS - US Treasury	Federal Withholding	\$ 1,534.77
State of Iowa	State Withholding	\$ 253.00
	Total Payroll	\$ 8,158.69
Adair Co. Landfill	Landfill/Cleanup	\$ 1,801.30
Alliant	Utilities	\$ 1,111.02
Gwen Blass	Mileage	\$ 59.74
Central IA Distributing	Bags	\$ 177.70
Coon Valley Coop Telephone	Phone	\$ 73.18
Ferrellgas	Propane	\$ 269.99
General Fire	Fire Ext. & Insp	\$ 141.65
Guthrie Co Hospital	Drug Test	\$ 107.00
IA League of Cities	Dues/Reg Fees	\$ 703.00
ICAP	Liability Ins.	\$ 7,301.59
Jensen & Grapentine	Atty Fees	\$ 1,404.00
Miller Plumbing & Heating	Wiring	\$ 178.22
Pelgas	Propane	\$ 180.00
Schneider Excavating	Rock Hauling	\$ 162.09
SW IA Pest Control	Exterm Srv	\$ 85.00
Stuart True Value	Oiler Rpr	\$ 19.98
The Stuart Herald	Publications	\$ 251.60
US Post Office	Stamps	\$ 55.00
Visa	Gas/Supplies	\$ 365.55
Wallace Auto Supply	Equip Rpr	\$ 5.95
Waste Solutions of IA	Kybo Rent	\$ 125.00
Xenia Rural Water	Utilities	\$ 97.80
	Fund 001 Total	\$ 14,676.36
Alliant	Utilities	\$ 159.29
Barco Munic. Products	Cones	\$ 253.63
Coon Valley Coop Telephone	Phone	\$ 36.59

Ferrellgas	Tank Rent	\$	18.00
General Fire	Fire Ext & Insp	\$	141.65
Jacobsen's Inc.	Clamps	\$	38.16
Stuart True Value	Equip Rpr	\$	57.96
Visa	Gas/Supplies	\$	259.50
Wallace Auto Supply	Eq Rpr/Suppl	\$	18.43
	Fund 110 Total	\$	983.21
IMWCA	Workers Comp Ins	\$	2,633.17
Wellmark	Health Ins	\$	1,046.40
	Fund 112 Total	\$	3,679.57
Region XII COG	CDBG Draw #8	\$	1,488.00
Region XII COG	CDBG Draw #9	\$	14,715.00
	Fund 301 Total	\$	16,203.00
Alliant	Utilities	\$	183.41
Coon Valley Coop Telephone	Phone	\$	36.59
Farmers Electric Coop	Utilities	\$	40.00
General Fire	Fire Ext & Insp	\$	145.95
IA DNR	Dues	\$	60.00
IA League of Cities	Dues	\$	193.00
ICAP	Liability Ins	\$	543.98
IMWCA	Workers Comp Ins	\$	1,267.83
Sargent, Pat	Deposit Refund	\$	250.00
Stuart True Value	Eq Rpr/Suppl	\$	32.97
Verizon	Cell Phone	\$	43.87
Visa	Gas/Supplies	\$	39.00
Wallace Auto	Eq Rpr	\$	35.42
Wellmark	Health Ins	\$	276.33
Xenia Rural Water	Utilities	\$	2.15
	Fund 610 Total	\$	3,150.50
	TOTAL EXPENSES		\$ 46,851.33
JUNE INCOME			
General Fund	\$	2,126.06	
Road Use	\$	3,277.19	
Employee Benefits	\$	210.32	
Emergency	\$	17.38	
LOST	\$	2,183.52	
Capital Project	\$	1,488.00	
Sewer	\$	11.48	
	TOTAL REVENUE	\$	9,313.95