

PROCEEDINGS OF LOWDEN CITY COUNCIL – PUBLIC HEARING/REGULAR MEETING

MONDAY, DECEMBER 7, 2015 5:30PM CITY HALL MEETING ROOM

The regular meeting of the Lowden City Council was called to order by Mayor Barry Hoffmeier.

Mayor Hoffmeier requested a moment of silence to mark the anniversary of Pearl Harbor.

Pledge of Allegiance was recited.

Council members present on roll call: Conrad, McCreight, Dean Hamdorf, Helmold, Josh Hamdorf.

Visitors: Tim Crabb, Abbey Kramer, Bill Norton, Ashley Hansen, Ashely Fitzgerald, Liz Norton, Austin Lange, Keith Stewart, Dale & Lana Axline, Dennis Sloan, Brad Dewell, Crystal Walker, Dennis Sloan.

M/S Dean Hamdorf, Conrad to approve Consent agenda including minutes, bills and financial reports. Ayes: All.

Mayor Hoffmeier informed all in attendance that a request had been received from current City Clerk for assistance with the budget/reports in 2016 and on occasion help at city hall. Peggy Kedley would assist in this process at a rate of \$15.00 per hour. M/S Dean Hamdorf/McCreight to secure Peggy Kedley to assist Sarah Carlson, City Clerk. Ayes: All.

Mayor Hoffmeier informed council that the city had received 2 snow removal bids, one for the town and one for City Hall, Library and Little Home Daycare. Town bid was JJJ Enterprises for \$120.00 per hour for backhoe with bucket, 1st dump truck \$70.00 per hour and 2nd dump truck \$65.00 per hour and the other from Dan Hamdorf for City Hall, Library and Little Home Daycare in the amount of \$100.00 per time. M/S Conrad/Josh Hamdorf to accept both bids as quoted. Ayes: All

Mayor Hoffmeier then discussed security cameras for use at City Hall inside and outside of the building. Mayor Hoffmeier indicated that we had received a quote to purchase and install the equipment from F & B Communications. The estimated cost would be \$2000.00 if we had a total of 3 cameras. A discussion between council regarding the current needs/costs and location of the cameras occurred. M/S to purchase cameras with installation – McCreight, Helmold. Ayes: All.

The City Attorney, Bill Sueppel called in to the council meeting via telephone to discuss the city's request regarding a possible acquisition of an abandoned property at 503 Hall Avenue. Mr. Sueppel explained how the process would work and that the city would request the property without liens. He said the city should provide photos and would need to testify in

court possibly. The entire process could take 6-12 months and would cost the city approximately \$2500-\$3500 plus additional filing fees for the court, title search etc. If the city is successful in acquiring the property, demolishing the property would be the city's responsibility or they could sell it to an interested party who would be required to demolish it. Further discussion would need to occur if the city was able to obtain the property at a later date regarding the demolition/sale of the property. Councilman McCreight provided some additional details to the attorney for his reference. The call ended and Mayor Hoffmeier asked council if they would like the attorney to proceed with the possible acquisition of 503 Hall Avenue. M/S McCreight, Dean Hamdorf to begin the process of the possible acquisition of 503 Hall Avenue. Ayes: All.

Little Home Daycare – Mayor Hoffmeier updated council from November's meeting on the documentation the city has requested for the December meeting. Documentation has been received along with a bank statement. Mayor Hoffmeier asked Councilman Dean Hamdorf if he had any update on the current USDA loan for the property. Councilman Dean Hamdorf informed council and visitors to the meeting that he was able to discuss refinance options/interest rates but the USDA could not refinance the loan at a lower rate but we could make a higher principal payment to pay down the loan quicker. Mayor Hoffmeier also inquired with American Trust and Savings Bank on loan refinancing and provided estimated refinance options with a 20 or 30 year mortgage with balloon payments at the end of each loan. The balloon payoff at the end of the loan can be paid in full or refinanced at that time. Councilman Dean Hamdorf asked Bill Norton to explain the word donation on the profit and loss statements and what money they receive for the food program each month along with money they were receiving from North Cedar Schools to rent a room and playground equipment. Bill Norton was in agreement that they would use different verbiage on the profit and loss statement going forward. Councilman McCreight said we need to bring the overall loan payment down, he said if we could bring our payments up to \$2000 per month with USDA loan instead of the current \$1462.00 it would allow us to pay down the loan quicker. Additional conversation by council occurred regarding the best way to proceed and Councilman Josh Hamdorf asked if the Little Home Daycare would be able to make any payments towards the monthly cost of the mortgage. Bill Norton said that they could not make any payments at this time. M/S McCreight, Dean Hamdorf to make additional payment to the current USDA loan for a total of \$2000.00 of which \$538.00 would be paid as an extra payment towards the principal and the option to refinance the loan at a later date. Ayes: McCreight, Dean Hamdorf, Conrad, Helmold. Nays: Josh Hamdorf. Motion passed.

Mayor Hoffmeier asked to close regular meeting at this point and to open the Public Hearing on the CBDG Sustainable Housing Grant. M/S McCreight, Josh Hamdorf to close regular meeting session and open the Public Hearing for the CBDG Sustainable Housing Grant. Ayes: All.

Special visitor, Tim Crabb, Rehab Specialist reported to council and visitors the opportunity to apply for the CBDG Sustainable Housing Grant. **The city would require 8-12 applications** to be considered for the grant. Mr. Crabb read out the below document to all present.

The City of Lowden conducted a public hearing for the Iowa Economic development Authority Housing sustainability fund. During the public hearing the following items were discussed:

(1) The need for this housing application was determined by Lowden City staff and elected persons, and specific knowledge of the neighborhood area from a windshield survey. In addition the City is seeking to obtain full rehabilitation applications from within the selected target neighborhood. **(2)** This project will be funded with \$6,000.00 of funding from the City for direct rehabilitation expenditure and \$247,500.00 from the IEDA Housing Fund which utilizes CBDG funding. The total grant will be \$253,500.00. **(3)** This application will be submitted to IEDA no later than 4:00 p.m. **on January 15, 2016**. Applications will be submitted electronically. **(4)** The City will request \$247,500.00. **(5)** All funds will benefit households earning less than 80% of the County Median Income as determined by HUD listed income maximums based on household size. Therefore, 100% of the funding will benefit LMI families. **(6)** The City will allow all homes with eligible households living within the City limits and not within the 100 year flood plain to be available for this activity. **(7)** No households will be permanently displaced. However, if lead paint is identified by a State Certified Lead professional, the household will be required to temporarily relocate until all lead work is completed as identified in the rehabilitation specifications. **(8)** No persons will actually be displaced with this program. Temporary relocation will be available for houses with lead identified. **(9)** The project goal will be to rehabilitate 6 owner-occupied single family structures within the designated target neighborhood. Rehabilitation will include State required lead Safe Works practices, energy conservation measures, and meeting Iowa Minimum Housing Rehabilitation Standards.

PROJECT BUDGET: 6 PROJECTS (Houses)

Rehabilitation \$24,999.00 per structure
Lead Safe Work \$6,501.00 per structure
Temp relocation \$1,500.00 per structure
Technical Services \$4,500.00 per structure (\$3,500.00 rehab and \$1,000.00 lead)
(Total of above is \$37,500 per project)

Project totals (6 units)
\$37,500 x 6 = \$225,000.00

\$225,000 + \$22,500 of General Admin for a total project of \$247,500.00.

Use of \$6,000.00 of City cash contribution will be used for additional direct rehabilitation expenditure of \$1,000.00 per house.

M/S Josh Hamdorf, McCreight to close public hearing and re-open regular session. Ayes: All.

Resolution 15-12 CBDG Sustainable Housing Grant was read out loud by Mayor Hoffmeier to all in attendance. M/S Dean Hamdorf, Josh Hamdorf to approve Mayor to sign the resolution granting the use of \$6,000 from city funds with the Mayor checking if LMI fund could be used for this project. Ayes: All.

Lincoln hotel requested a utility bill reduction. Mayor Hoffmeier asked for council to discuss. A problem with one of the hotel toilets at the property had caused the bill to be higher than normal. After a discussion between council, Councilman Conrad said this was the property's concern not the cities and no reduction should be given. The discussion continued and a decision reached. M/S Conrad, Dean Hamdorf to keep the bill as is with no reduction. Ayes: All.

Mayor Hoffmeier said that the City Clerk had received requests from 3 residents for payment extensions for their curb and gutter payments on McKinley Avenue. The due date to have all payments made is January 6, 2016 to avoid payments going to property taxes. After a discussion between council and how many had made regular payments throughout the year and the amount of the extension time requested the council voted. M/S Conrad, Josh Hamdorf to approve 2 of the requests due to regular payments and 1 denial for no payments. Ayes: All.

Mr. Sloan asked Mayor Hoffmeier and council to approve a building permit for a garage. He wanted to put the footings in while the weather is good. Mayor Hoffmeier said he would need to complete the permit application and provide drawings/documentation for review by council before any building would be considered and that he should not begin work on this project before council had reviewed those documents. Mr. Sloan then left the meeting.

Kirk Steinke, Public Works said he had purchased 8 tons of salt in preparation of bad weather. LL Pelling Co., had submitted its pre-agreement for 2016 seal coat work, he said it was a slight increase from the previous year cost. Steinke said as the weather has been milder than normal and they were able to fix some potholes in town. He also said that due to the recent rains the pump has been running 24 hours a day at the Sewer plant.

Mayor Hoffmeier read out loud to all present a letter from the IDOT. The IDOT will be making some repairs during 2016 along Hwy 30 from East of Clarence to west of Dewitt. They will be sealing cracks in the asphalt. Mayor Hoffmeier also read out communication regarding advertising signs along Hwy30. Signs must have a permit and meet Iowa IDOT standards. Mayor Hoffmeier also reported on damage at the park. He said with the recent high winds, one of the light poles had come down and broken 2 of the lamps and damaged the chain link fence. The insurance company had been contacted in addition to Lowden Heating and Plumbing to replace the pole. An inspection of the other poles was also recommended.

City Clerk reported that the utility software is now in the process of been switched over to the new company and should be completed soon. Mayor Hoffmeier ended the meeting by thanking the current council for their contributions to the city.

M/S McCreight, Josh Hamdorf, to adjourn meeting at 6.55pm. Ayes: All

Next regular meeting will be Monday, January 4, 2015 at 5:30pm.

Barry Hoffmeier, Mayor

Sarah Carlson, City Clerk

