

PROCEEDINGS OF LOWDEN CITY COUNCIL –REGULAR MEETING
MONDAY, NOVEMBER 6, 2016 5:30PM CITY HALL MEETING ROOM

The regular meeting of the Lowden City Council was called to order by Mayor Ashley Hansen.

Pledge of Allegiance was recited.

Council members present on roll call: Stewart, Hamdorf, Dewell, Jones. Absent: Conrad

Visitors: Tim Crabb, Sue Hall, Jim Bousley, Eldon Schneider, Jon Muhs, Abbey Kramer, Rex McCreight, Douglas Klein, Jason Miller, Dennis Sloan.

M/S, Stewart, Jones to approve Consent agenda including minutes, bills and financial reports
Ayes: All.

Mayor Hansen began with welcoming everyone to the meeting. The meeting opened with council reviewing the Annual Financial Report, which is a summary of the yearly financial activities. A copy will be available at City Hall and on the State's website in due course. Tim Crabb, ECIA introduced himself and began the sewer plant discussion by providing council and audience with information regarding the CBDG grant and steps that the city can do to obtain such grants towards the proposed new sewer plant. Tim suggested that the city will need to complete an Income Survey – a population will be selected at random and that the city should target approximately 220 households. Tim went on to explain other funding options such as the state revolving fund and other possible grant assistance such as the disadvantaged community grant that the city might also secure. Eldon Schneider, IIW also stated that new requirements are in place and will require the City to secure a licensed Municipal Advisor. Eldon provided other valuable information to council regarding the process for completing the sewer plant and a timeframe/steps of how the plans should progress and how they might deal with issues if the plant should fail before the new one is installed. The process is lengthy and a new plant could be in place within 5 years. City Council will need to discuss many items to begin the process, such as securing an engineer, financing this project etc. Jason Miller, MSA Engineer also spoke to council and shared documents regarding the sewer plant and showed them current pictures of the issues within our existing plant. Serious cracks have formed and the current plant is located in a flood plain and is taking on more water than it should. He said the current plant has monster cracks and needs replacement very soon. He then went on to share the services that MSA can offer and recommended the city should apply for the disadvantaged community grant. Council and audience asked questions to MSA about the type of plant they felt were necessary to accommodate Lowden's needs. Council thanked Jason and Abbey from MSA for coming to the meeting and sharing insight with them.

Mayor Hansen opened the snow bids for the streets - 1 bid was received from JJJ Enterprises in the amount of \$120.00 per hour for Backhoe with bucket. \$70.00 first dump truck per hour and \$65.00 for the second dump truck per hour. Mayor Hansen also opened the City Hall, Fire Station, Library and Daycare snow removal bid – 1 bid submitted by Dan Hamdorf had been received in the total amount of \$120.00 per occurrence for all 4 business units. Both bids were discussed by council. M/S Stewart, Jones to approve both snow removal bids. Ayes: All.

Mayor Hansen explained the ERISHA Commissioner Appointment. A recent letter had been received indicating that the term had expired for Jeff Decker and Wesley Griesbach who volunteered time to be on the board for a 2 year term. Mayor Hansen read out loud **Resolution #16-13 – Resolution appointing Commissioners to the Eastern Iowa Regional Housing Authority from the City of Lowden.** Lisa and Jeff Decker have kindly volunteered to serve a 2 year term and will be available to attend 6 meetings per year in Dubuque. This is a non-paid appointment. M/S Hamdorf, Jones to appoint Lisa & Jeff Decker as Commissioners to the Eastern Iowa Regional Housing Authority for a 2 year term. Ayes: All.

Mayor Hansen introduced Resolution # 16-11 – **Language Translation Guidelines/ Policy.** Mayor Hansen said this is a new requirement for the City to provide a language translation service if a city has a USDA loan. The City of Lowden has installed a translation service application on its computer system in order to comply with this new requirement. The language application is able to translate in 50 different languages.

Mayor Hansen introduced Resolution # 16-12 – **A resolution approving the proposed settlement of 503 Hall Avenue by the City of Lowden and Cedar County.** Mayor Hansen said to complete the sale of the property at 503 Hall Avenue the City of Lowden will need to make a payment to Cedar County in the amount of \$2000.00 and they will release the tax lien on the property by the Cedar County Treasurer. M/S Stewart, Hamdorf to complete the sale of the property and pay the Cedar County Treasurer \$2000.00. Ayes: All.

Mayor Hansen discussed current nuisances – 705 Jefferson Ave and 904 Hall Avenue. Mayor Hansen said Dennis Sloan had written to council and requested another extension to clean up his properties. The City attorney had sent out court documentation papers to Dennis. Councilman Hamdorf asked why Dennis needed another extension to clean up. Dennis said he has no money to clean up the properties and cannot get anyone to help him and that he has spent a lot of money on issues with his properties. He said he recently took down a tree. Mayor Hansen said it doesn't cost money to clean up your yard. City Clerk Carlson asked Dennis if he would like to have the city maintenance workers come on-site and finish the clean-up prior to the court hearing but he would not get to pick and choose items from his yard to keep. The city can complete this now if he authorized it and avoid court. Dennis did not want to do this. M/S Hamdorf, Stewart to proceed with the court case for 705 Jefferson Avenue and for Dennis to keep moving forward with his clean-up efforts. Ayes: All.

Permits – Mayor Hansen said one permit had been received from 802 Hall Avenue to replace sidewalks. Kirk Steinke was instructed by council to work with the homeowner. M/S Hamdorf, Jones to approve the sidewalk permit for 802 Hall Avenue. Ayes: All.

Maintenance Report – Public Works Director, Kirk Steinke reported that they have and will be assisting Mechanicsville with leaf pick-up this month and Lowden’s leaf pick-up will continue during the month of November as weather permits. He also reminded council that he and Dale Axline will be at the Wastewater Conference from November 15th – 17th and recycling will move to Monday, November 14th and trash on Friday, November 18th. Kirk reported tree trimming letters will be going out to homeowners soon. Kirk also reported that the use of wooden barricades is no longer permitted and that he is looking in to alternatives for the city.

Councilman Hamdorf asked about Little Home Daycare – he said he did not understand why the electric and gas costs were so expensive each month as they have geothermal installed. He also asked why the city had not received the monthly payment from them. Councilman Hamdorf asked Mayor Hansen to discuss with Bill Norton.

Mayor Hansen said she had received a report from the State of Iowa regarding the Lowden water supply and survey. The survey did not identify any significant deficiencies and thanked Public Works Director Kirk Steinke for his assistance.

City Clerk Carlson reported that City Hall will be closed on Thursday, November 17th – she will be attending the state training for the Budget Workshop in Cedar Rapids. City Clerk Carlson asked council if they would approve the disconnection of the gas/electric supply at 503 Hall Avenue. A request to disconnect the power at the alley was approved and Kirk Steinke will coordinate the request with Alliant Energy. City Clerk Carlson reported that the IPERS Compliance Review of the city of Lowden had been completed and a copy of the report was inside the council pack for council review. No significant findings were reported and the city is in compliance.

Councilman Hamdorf asked the City Clerk if a work session could be put together for Monday, November 28th at 5:30pm– Council discussed the need for them to do this so that they can begin working on the planning phase of the new sewer plant.

M/S Dewell, Hamdorf to adjourn regular meeting at 7:35pm. Ayes: All.

Next Meeting: Monday, November 28th at 5:30pm, work session for the sewer plant at City Hall.

Next regular Council meeting will be Monday, December 5, 2016 at 5:30pm at City Hall.

Sarah Carlson, City Clerk

Mayor _____
Ashley Hansen