

PROCEEDINGS OF LOWDEN CITY COUNCIL – REGULAR MEETING
MONDAY, NOVEMBER 7, 2022 - 5:30PM CITY HALL MEETING ROOM

The regular meeting of the Lowden City Council was called to order by Mayor Jill Cinkovich.

Pledge of Allegiance was recited.

Council members present on roll call: Kristof, Jones, G. Hamdorf, Lange, Tjaden.

Visitors: Bruce Leachman, Nick Lange, Mark Dohmen, Travis Squires, Penny & Alan Carlson, Mike Blake, Warren Wethington, Brandon Cloughly.

M/S Tjaden, Jones to approve the Consent Agenda, Treasurers report, Minutes, Bills, Financial Reports, Utility Billing. Ayes: All.

Councilman Lange reported 7 fire call. David Hintz via Mayor 10 rescue calls.

Sheriff Wethington said no town report is available for this meeting. He has been busy with EMS meetings and getting the towers installed at various locations. Council had no questions.

Library Director, Ann Harms reported that circulation is up. Current program is Cards and Conversation. She has started a book club with no strict rules and eight people have signed up currently. Trunk & Treat had 150 visitors, but she wants to try something new for next year. With a grant they were able to purchase interactive books. The cost of the books is between \$49-\$59 per book. The books are interactive with a child and the charge on them lasts about 10 hours. The library, will also be doing the Xmas shop again this year for light fest.

Alan and Penny Carlson spoke to council about the building they have purchased and adding a bathroom to the property. At some point they believed the property had sewer and water lines to the rear of the property, so they would like the frontage fee waived. PWD Steinke indicated the cost is \$15.00 per ft. and he thought 150ft. of frontage. Council discussed. PWD Steinke said a retainage fee of \$2500 would also need to be held up to one year as Alan and Penny would be responsible for the road repairs required after the line and hookup is complete. PWD Steinke said this is returned to them after costs are deducted for putting the road back to its original condition and seal coat costs. He said the reason for holding the fee is in case the road has to have a second set of repairs if the area sinks and those fees would come from that retainage fee. Once everything is okay, the balance is then returned to the owner of the property. M/S Hamdorf, Kristof to waive the frontage fee. Ayes: All. Additional discussion is required on the \$2500 retainage fee. PWD Steinke will review the city ordinance. Alan and Penny will also be responsible for purchasing the meter and hook up fee. An application needs to be completed.

Mark Dohmen, North Cedar Schools spoke to council about stage one of improvements to the park softball and baseball area. He presented council with quotes of \$67,227.00 for Baseball and softball improvements. \$11,341.00 for chain link fence and gates and removing the existing backstop \$8452.00. Council discussed and North Cedar will be paying these costs. Council approved. A separate discussion regarding tree removal for about 7 trees that are dead, dying or diseased occurred. The city will pay for this. PWD Steinke will ask Turkle to give us his price as they are in town doing other work for the city. M/S Hamdorf, Kristof to approve North Cedar to complete stage one improvements to the park as submitted. Ayes: All.

PROCEEDINGS OF LOWDEN CITY COUNCIL – REGULAR MEETING

MONDAY, NOVEMBER 7, 2022 - 5:30PM CITY HALL MEETING ROOM

Mark Dohmen discussed adding a resource officer with a 28E agreement with Clarence, Stanwood, Mechanicsville. 80/20 share. The resource officer would primarily be for the Clarence High School, but would do some events at the Lowden Elementary for emergency drills etc. The resource officer would be at school events, emergency drills, provide training to staff, welfare and truancy, assist children who are victim of crimes etc. North Cedar also want to hire a social worker. Mayor Cinkovich asked if this would be one officer between 3 towns as Mechanicsville had already declined. Lowden's share would be about 20%. The school has a grant in place for the first year, but the cities would potentially share responsibility for equipment, insurance, IPERS, workers compensation if no ongoing funds could be secured. Council said it's a lot to think about and no decision for tonight's meeting.

201 Washington Avenue - This is in review with the City Attorney and no update was available for this meeting. Councilman Hamdorf said he has a survey, PWD Steinke asked if it is of the triangle of property in question or the entire property. We need the triangle parcel of land survey. Mike Blake asked what the problem was. Councilman Hamdorf said council has questions and no decision will be made until they hear back from the attorney.

Mayor Cinkovich addressed Mike Blake's permit for adding a 6-car carport at 801 Washington. Car ports are not permitted by Lowden code. He said I'll add doors. Mayor Cinkovich told him, he needs to submit a new permit with the corrected information.

208 8th Street permit - Survey has now been submitted and was approved. Discussion on the building length of 20ft. Council woman Tjaden said its bigger than the shed permit fee and he should have paid the additional fee. M/S Lange, Kristof not to charge the additional permit fee. Ayes: All.

Travis Squires, the City's Municipal Advisor introduced himself to council. He educated council and visitors on what shape the city finances are in especially when it comes to paying the SRF loan for the wastewater plant. He said the city should continue with a yearly increase in sewer to make sure we can complete our loan commitment, if the city does not comply then we would receive a letter and calls from the state attorney making the city comply. He said the operating costs in the years to come will be higher and the city should plan for this. He recommended the city does a minimum 3% percent increase, although he would prefer to see the city do 5% initially and then a steady increase of 3%. Travis then discussed GO Bonds 12 & 14. The GO Bond 12, will have the last payment made in 2023 and GO Bond 14 will be paid off in 2026. He discussed various options for bonding for the sewer and road replacement along Harding Avenue, and east to Washington and how property taxes work with bonds and how the city could finance this big project. Council thanked Travis for his time and his handouts.

5L LLC - Nick Lange discussed that they had added a third apartment. They don't have the zoning form completed yet, but are working on it. This will be on the December agenda. Council then discussed his request to pay only one sewer project fee. They will have a two-yard dumpster in place soon.

Councilwoman Jones, said we need to be fair to everyone else who pays these fees. M/S Hamdorf to waive two sewer project fees. Mayor Cinkovich asked for a second. Councilman Kristof seconded. Roll vote: Tjaden - Nay, Jones - Nay. Lange - Abstained from voting. Motion failed.

City Clerk and PWD Steinke updated council on the IDNR call. This was a 2-hour call regarding lead lines and the new EPA mandates. PWD Steinke will lead this project and Councilman Hamdorf will provide

PROCEEDINGS OF LOWDEN CITY COUNCIL – REGULAR MEETING

MONDAY, NOVEMBER 7, 2022 - 5:30PM CITY HALL MEETING ROOM

input from his time in public works with the city as we have to go back in time to look at services at each property and establish what type of line is at the property. The city has currently identified several properties and issued notice to update these lines by June of 2023.

Mayor Cinkovich discussed the IDOT letter offering funding for the 5th Street Bridge replacement in 2023. M/S Lange, Kristof to not accept funding to install a new bridge. Ayes: All.

Mayor Cinkovich asked council to set the first date for the FY23/24 Budget Workshop. Council decided on December 5th after the council meeting and then January dates to be decided at the December 5th meeting.

City Clerk asked council to review and approve the new park shelter rental agreement that was requested from a prior meeting. The cleaning fee/deposit will be \$35, in addition to the \$35 rental fee. The cleaning fee/deposit is returnable after the shelter rental is complete as long as the shelters are left clean and with no damages. The City has unfortunately had to change its policy, due to damages and shelters left in poor conditions after rentals.

Mayor Cinkovich addressed Mike Blake about his newly completed building permit for a six-car parking carport with doors at 804 Washington Avenue. Council discussed. M/S Hamdorf, Lange to approve the new permit. Ayes: All.

Bruce Leachman - 100 Roosevelt Avenue asked for a fence without a survey. Council discussed. M/S Tjaden, Kristof. Ayes: All.

Mayor Cinkovich discussed the replacement of security cameras at City Hall from the prior meeting. Councilman Hamdorf wants the labor reduced and not to install a fourth camera. The quote would be reduced if no additional camera are needed. Councilman Kristof said he will research cameras for the next meeting and Council Woman Tjaden asked him to include, storage, warranty information, fees etc.

Permits - 910 Washington Avenue - Deck. M/S Jones, Tjaden to approve. Ayes: All.

Mike Jensen - permit withdrawn. Councilman Hamdorf said they will submit a new permit.

A project to remove the sewer line from the North Park Shelter will be put out to bid. This is connected to the new installation of the park bridge. Council then discussed nuisance updates and pending court hearings.

PWD Steinke updated council that leaf pick-up will end on November 21st. Mayor Cinkovich discussed Lightfest on December 3rd. They are in need of volunteers. She also discussed road closures and no parking on Main Street after 4pm for the parade route. City park/town decorating will be November 13th.

PROCEEDINGS OF LOWDEN CITY COUNCIL – REGULAR MEETING
MONDAY, NOVEMBER 7, 2022 - 5:30PM CITY HALL MEETING ROOM

Mayor Cinkovich and Councilwoman Tjaden asked Councilman/Fire Chief Lange about several topics including when the election of the Fire Chief is held. The next one is 2023. She asked that Bi-laws and updated roster copies should be given to City Hall and then the mayor asked about certifications/qualification/training records, driver's license etc., if those are kept at the fire station. The mayor asked about the app that fire uses, which is called "I am Responding" and how that works. Councilman Lange/Fire Chief said he doesn't think the city can have the quals/training records. He will look into that. He said he will provide an update at the December meeting. Councilman Hamdorf added that he checked into the insurance and it's a grey area if Pastor Redhage had been injured helping rescue with that call. Rescue should be informed of these findings. Councilwoman Tjaden added that she wondered maybe if the fire chief or whoever could call from the roster to see if they could get someone to help in this type of situation. Mayor Cinkovich also gave a scenario about driving without a valid license using city equipment.

M/S Hamdorf, Jones for Kristof to leave at 8:20pm. Ayes: All.

City Clerk reported on her IPERS exam. The City is in compliance and no issues noted. She reminded council that voting was at city hall and the times.

Councilman Hamdorf said he wants the city to install badger software on the clerks computer now. The City Clerk said we need to wait until after the state exam and end of year tax processing. The city has not met with badger about the computer space needs or discussed length of training or seen how the software even works yet. The cost is around \$25,000.

M/S Hamdorf, Lange to adjourn meeting at 8:30 p.m. Ayes: All.

Next council meeting will be Monday, December 5, 2022 @ 5:30pm - City Hall.

Mayor, Jill Cinkovich

Attest:

Sarah Carlson, City Clerk