

Madrid City Council
Regular Meeting
February 20, 2017
5:30 p.m.

The City Council meeting was called to order at 5:30 p.m. with Mayor Dirk Ringgenberg presiding.

Present at Roll Call: Kurt Kruse, Dave Cook and Lane Shaver. Steve Burich was absent.

Other City Officials Present: City Administrator/Clerk Todd Kilzer, Public Works/Parks Director Scott Church, Deputy City Clerk Mary Jo Reese, Library Director Angie Strong, Library Board Member Alice Sharp, Madrid Labor Day Committee members Doug Worden, Nathan Samples and Chuck Rigby, Park Board member Dualla Carlson, and Fire Department member Curt Maddux. Also present was John Flynn of Jordan and Mahoney Law Firm, filling in for John Jordan who was absent.

Motion by Councilperson Cook, seconded by Councilperson Shaver to approve the agenda for February 20, 2017 with the following amendment; Under "10.) New Business" add Item c.) Resolution #13-16-17 Resolution Regarding Sign Replacement Program for Cities".

Ayes: All Present

Motion Carried

Motion by Councilperson Kruse, seconded by Councilperson Shaver to approve the City Council Meeting Minutes of February 6, 2017, Labor Day Meeting Minutes of February 7, 2017, and Library Meeting Minutes of January 10, 2017 by consent agenda.

Ayes: All Present

Motion Carried

Motion by Councilperson Chapman, seconded by Councilperson Shaver to approve the claims for February 20, 2017 in the amount of \$ 50,842.68.

Ayes: All Present

Motion Carried

Labor Day Committee Member Nathan Samples recommended the Council approve Doug Miller as a new member of the Labor Day Committee. Motion by Councilperson Kruse, seconded by Councilperson Chapman to approve the appointment.

Ayes: All Present

Motion Carried

Samples proposed to the Council that the Committee purchase two portable sound systems for use during the Labor Day Celebration. The cost of the two systems will be \$1,398.00. The City would own the systems, and could be used by any departments in need of the equipment. Samples presented information to the Councilmembers regarding the proposed purchase. The Council will act on the proposal at the next City Council Meeting scheduled for March 6, 2017. Kilzer recommended the cost of the sound systems be taken from the general fund, and not the Labor Day budget.

Samples reported that details for the truck pull planned for the Labor Day Celebration are nearly finalized. The Committee is also investigating the possibility of resuming the garden tractor pull.

Library Director Strong advised the Council that annual funding for the library through Direct State Aide will be reduced for the next fiscal year. She anticipates a reduction of 4-5% over funding received last year, due to state budget cuts.

Strong reported she is currently rearranging the layout of the library. Upcoming programs at the library include Book Discussion on February 20th, Chess and Knitting Club on February 21st, Robotics and Adult Coloring on the 23rd, March 1st will be Science Club, Pinterest on March 9th, Movie Night on March 11th with the movie Trolls. On March 16th, Friends of the Library will host Kathy Wilson, a historian who will present a program, "Downstairs at Downton Abbey" on March 16th.

Dualla Carlson of the Parks and Recreation Board advised she received a letter from Carol Truckenmiller requesting consideration to be made a member of the board. Motion by Councilperson Cook, seconded by Councilperson Shaver to accept the appointment of Truckenmiller to the Parks and Recreation Board.
Ayes: All Present Motion Carried

Mary Swalla Holmes advised the MACC committee is looking for contractors to give her estimates of costs to repair and update the cabin at Edgewood Park.

Carlson also expressed her concern with traffic stopping on Highway 17 to allow bike riders to cross the highway. She stated traffic was backed up on the highway for over a block at one point recently. Mayor Ringgenberg commented the city has tried several avenues to alleviate the problem. Public Works/Parks Director Scott Church suggested signage on the trail advising bikers that cross traffic does not stop. The Council will continue to seek suggestions for the problem.

Curt Maddux, a fire department member reported on a recent garage fire that caused nearly \$20,000 in damages. An electrical problem caused the fire. He also reported the department received six new pagers and six new batteries from Boone County 911. Maddux commented the department handled two grass fires recently.

Motion by Councilperson Shaver, seconded by Councilperson Kruse to grant a request for approval from Liquid Engineering in the amount of \$3,265.00 for water tower inspection and cleaning.
Ayes: All Present Motion Carried

Motion by Councilperson Shaver, seconded by Councilperson Kruse to approve the payment of two invoices to SEH. The first invoice in the amount of \$2,625.44 was for IDNR survey assistance at the Water Treatment Plant. The second invoice in the amount of \$1,755.00 was for work on the Wastewater Treatment Facility Plans.
Ayes: All Present Motion Carried

The council reviewed finance documents for the Pelican Street Sweeper being purchased for the City. Church advised the documents are for a lease / purchase of the street sweeper which was approved at a previous City Council meeting. Motion by Councilperson Shaver, seconded by Councilperson Kruse to approve the finance documents.
Ayes: All Present Motion Carried

Church commented he attended a recent Park Board meeting, and would like to propose replacing the roof on the shelter house and restrooms at Edgewood Park. He would like to replace the current roofing material with steel. Public Works would do the work. He estimated the cost of the material to be around \$2,500. Motion by Councilperson Kruse, seconded by Councilperson Cook to approve the roof replacement.
Ayes: All Present Motion Carried

Mayor Ringgenberg stated he feels maintenance of public property in the community falls under Public Works responsibility. Park usage and activities are the responsibility of the Park Board.

Church advised new telespar signage and poles have been ordered to replace street and traffic signs within the city and are in the process of being installed. He also stated new equipment approved at the previous City Council meeting has been ordered, including two new mowers, gator, milling head, total patcher and street sweeper and should be delivered soon. Councilperson Shaver thanked Church for installing the trail signs, and updating signage to the Public Works facilities. Church advised the truck traffic signs have been installed on Southern Prairie Drive, and the IDOT will be installing no truck traffic signs on East 9th Street.

The Council reviewed Resolution # 12-16-17, Adoption of Budget and Certification of City Taxes. Kilzer explained highlights of the certification page of the budget stating total property taxes for FY17-18 will be \$1,090,257.00, a net increase of FY 16-17 of \$33,571.00, or 3.18 %. The tax levy rate remains unchanged at \$17.90 per \$1000.00 of property valuation. Kilzer also explained the offset program designed to help municipalities regain some of the funds lost during the rollback of property taxes recently implemented for commercial and industrial property. Cities can apply for 100% of the available disbursement, however a request of 95% is a more reasonable request. Kilzer pointed out the Fund Balance Worksheet which is an

analysis of actual figures for FY 15-16, this year's estimated figures for FY 16-17, and proposed figures for FY 17-18. In some funds, there are reductions in cash balances. Money was transferred into the special revenue fund to offset a loss of funds in employee benefits. TIF special revenues negative balances have been addressed, showing a small balance for FY 17-18. In the area of debt service residual funds were used in FY 16-17 and again in 17-80 to avoid full transfers in from water and wastewater. For FY 16-17 a recent bank loan brought up the balance of capital projects. Money will be spent from this fund in FY 16-17 and again in 17-18. The balance at the end of 17-18 is anticipated to be around \$196,288. Kilzer noted funds can be transferred into capital projects from the general fund to cover any unexpected expenses. Kilzer stated everything requested was put into the budget for FY 17-18. This includes expenditures for public works, increase in wages for the library, and all salaries have been accounted for.

Kilzer explained the budget summary for FY 17-18 pointing out anticipated ending balances in each fund. Transfers in and out were made to adjust for each of the fund areas. The line "Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out" column shows fund balances for FY 17-18. He stated there was nothing of a critical situation in the summary. He advised the information on the budget summary information is the same information in the budget estimate sheet which set public hearing for the proposed budget for March 6, 2017 at 5:30 p.m. The final section of the budget shows the long-term debt schedule which shows how the debt is service in the budget. The Debt Service amount due for the FY 17-18 proposed budget is \$502,583.

Curt Maddux asked where the proposed Public Safety Building construction falls in terms of the budget. Kilzer responded the construction phase would take place in FY 18-19 if approved by the Council at that time. Engineering work for the project is included in the current year budget.

Motion by Councilperson Shaver, seconded by Councilperson Kruse to approve the proposed FY 17-18 budget and the setting of the public hearing for March 6, 2017 at 5:30 p.m.

Ayes: All Present

Motion Carried

Kilzer explained a 2017 Boundary and Annexation Survey received from Penny Vossler, Boone County GIS Coordinator. Vossler voluntarily did a survey on behalf of all cities within the county, and for Boone county. The survey determines boundary markers and annexations. Vossler did not charge the city for her services for this project.

Kilzer advised the Council he is working with Scott Church on the IDOT street sign grant application. The IDOT requires a complete inventory of signs which must be included with the application to qualify for the grant. Councilperson Shaver advised Church will need to meet with MACC and Becky Roorda to finalize signage for the wayfinding signs. Mayor Ringgenberg stated signage within the city is a priority.

Kilzer also advised he is compiling a grant resource list which will be given to each department head. The list will provide information on available grants, the sponsoring agency, and time frames for the grants. Kilzer is also working on City Ordinances of concern, particularly ordinances that could be a liability to the city, for example ordinances that address sidewalks, rental codes, dangerous buildings, and revitalization of buildings.

John Flynn updated the Council on the status of the lawsuit which was recently filed against the city by Jamie Graham. He stated the attorneys for the city will be filing an initial disclosure statements in the lawsuit. Timing for the lawsuit could be up to two years. He advised the Council that attorney fees in a federal trial could be extensive.

Mayor Ringgenberg read the third and final reading of Ordinance #473, "An Ordinance granting Black Hills/Iowa Gas Utility Company, LLC d/b/a Black Hills Energy, a Delaware corporation, its lessees, successors and assigns, a natural gas franchise and the authority to construct, operate, maintain and extend a natural gas distribution plant and system, and granting the right to use the streets, alleys and other public places within the present or future corporate limits of the City of Madrid, Iowa." Laura Rousell of Black Hills energy approached the Council to thank them for their attention to the franchise agreement. Motion by Councilperson Shaver, seconded by Councilperson Cook to approve the third and final reading of Ordinance #473.

Ayes: All Present

Motion Carried

The Council considered Resolution #11-16-17, "Dispensing with the Special Election Requirement on the matter of granting a gas franchise to Black Hills/Iowa Gas Utility Company, LLC, D/B/A Black Hills Energy". Kilzer advised this is the second time the Council has been presented with this resolution. The first reading was published for public information purposes only. Motion by Councilperson Cook, seconded by Councilperson Kruse to approve Resolution #11-16-17.

Ayes: All Present

Motion Carried

Motion by Councilperson Kruse, seconded by Councilperson Chapman to approve Resolution # 13-16-17, "Iowa Department of Transportation Sign Replacement Program for Cities." Kilzer advised the document is required as part of the street sign grant application process.

Ayes: All Present

Motion Carried

Mayor Ringgenberg read a Mayoral Proclamation declaring April 2017 as "Keep Iowa Beautiful Month" encouraging the City of Madrid citizens to "undertake personal and organizational efforts that will enhance the cleanliness, health and beauty in our community and state."

Mayor Ringgenberg also read a Mayoral Proclamation proclaiming April 10th through April 15, 2017 as "Victory Ride Week" and April 15th as "Victory Day within the City of Madrid, and encouraged all citizens to support the Pony Express Riders of Iowa that week in its fundraising efforts for Easter Seals Camp Sunnyside. Councilperson Shaver advised the Pony Express Riders has raised over 10 million dollars to support the activities at Camp Sunnyside. Last year the fundraiser provided camp for over 3,000 people and he thanked the City for its continued support.

Kilzer provided Council Members with a copy of the usage report for the Madridiowa.org website.

Mary Swalla Holmes of the Madrid Area Chamber of Commerce advised the chamber is holding its annual membership drive for new and renewal memberships. She reported she has been working with Deb Biegger to develop a welcome packet for new residents of the city. Becky Roorda, MACC and Friends of the Trail member advised the organization is working to place a large sign at the Delander Trailhead providing wayfaring directions to users of the trail. The sign will include a map of the High Trestle Trail, and may include signage for civic organizations, and businesses. The cost estimate is around \$25,000, and Friends of the Trail will be exploring finance options for the project. The project is projected to be completed in late summer or early fall of 2017.

Mayor Ringgenberg commented there will be an Economic Growth meeting the first and third Monday at 4:00 before the Council meetings. He has also scheduled Staff meetings with respective department heads for the second and fourth Tuesday of every month. He feels idea generation is key, and some new ideas will be generated from these meeting, and then voted upon by the Council.

Motion by Councilperson Shaver, seconded by Councilperson Kruse to adjourn the City Council Meeting at 6:45 p.m.

Dirk D. Ringgenberg
Mayor

Attest:
Todd D. Kilzer
City Administrator/Clerk