VILLISCA CITY COUNCIL REGULAR MEETING

WEDNESDAY, NOVEMBER 18, 2020 AT 5:30 PM AT THE VILLISCA COMMUNITY BUILDING

In order to help stop the spread of the COVID-19 virus, this meeting of the Villisca City Council had an electronic option.  Chapter 21.8 of the Iowa Code does permit an electronic meeting where all members participate remotely when an in-person meeting is impossible or impractical, which is certainly true during this crisis.  On March 19, 2020, Governor Reynolds issued a Proclamation of Disaster Emergency which included a suspension of Iowa laws that would prevent the use of electronic meetings or the limitation on the number of people present at an in-person meeting site.

Meeting called to order at 5:30 p.m. November18th by Mayor Halda with the following roll call:

 PRESENT: Casey, Haidsiak, Shepherd, and Narup ABSENT: Gaunt

Also present: City Clerk-Kadee Myers and James Varley via telephone

Motion Narup second Haidsiak and unanimous vote to approve the agenda.

Ayes: Casey, Haidsiak, Shepherd and Narup Nays: None

Myers let the Council know the buildings had been inspected, we are just waiting on the reports and the three demo grants were approved, two will be fully funded and one partially.

Motion Haidsiak second Shepherd and unanimous vote to approve the consent agenda. The consent agenda including past minutes, report of receipts and disbursements, Clerk, VMPP, and Sheriff Reports were reviewed by copy.

Ayes: Casey, Haidsiak, Shepherd, and Narup Nays: None

Bills were approved for payment by signature on November 18, 2020.

Utility Billing and Bank Reconciliation were approved by signature on November 18, 2020.

Motion Haidsiak second Narup to approve the transfer to ambulance reserve, Resolution 20-11-02.

Ayes: Casey, Haidsiak, Shepherd, and Narup Nays: None

RESOLUTION NO. 20-11-02

TRANSFER OF FUNDS

WHEREAS: The City Council of the City of Villisca has agreed to the transfer of $23,000.00 from the General Fund to the ambulance reserve to help cover the future purchase of an ambulance.

THEREFORE BE IT RESOLVED by the City Council of the City of Villisca that the effective date would be November 18, 2020.

Passed and approved this 18th day of November 2020.

Roll Call: Haidsiak, Narup, Casey, and Shepherd

Austin Smith – not present

Discussion of 119 W 4th St – Myers did some research and the City cannot sell the property without a public hearing, bids were not opened.

Motion Haidsiak second Shepherd to approve Resolution 20-11-03, Set Public Hearing to Sell Lot

Ayes: Casey, Haidsiak, Shepherd, and Narup Nays: None

RESOLUTION NO 20-11-03

SET PUBLIC HEARING TO SELL LOT SD LTS 5 & 6 NW NW W/2 SL 3

WHEREAS: The city has acquired ownership of SD LTS 5 & 6 NW NW W/2 SL 3, 119 W 4th St, and desires to sell the property and;

WHEREAS: A public hearing is required before the city can offer the property for sale.

WHEREAS: The City Council of the City of Villisca proposes to set the following guidelines for the sale of the property.

# NOTICE OF PUBLIC HEARING

TIME: 5:30 p.m., December 16, 2020

 PLACE: Villisca Community Building, City of Villisca

SUBJECT: Proposed exchange of real estate whereby the City shall convey by sealed bid:

Lot SD LTS 5 & 6 NW NW W/2 SL 3, 119 W 4th St, City of Villisca, Montgomery County, Iowa.

At the time of the hearing interested parties may appear and object to the proposed transaction.

THEREFORE BE IT RESOLVED by the City Council of the City of Villisca that December 16 2020 5:30pm at the community building will be the time and place for the public hearing to consider the sale of the property at 119 W 4th St.

Passed and approved this 18th day of November 2020.

Roll Call: Shepherd, Casey, Narup, and Haidsiak.

Motion Narup second Haidsiak to approve resolution 20-11-01, Montgomery County Hazard Mitigation Plan

Ayes: Casey, Haidsiak, Shepherd, and Narup Nays: None

**RESOLUTION ADOPTING THE MONTGOMERY COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN FOR THE CITY OF VILLISCA IOWA**

**RESOLUTION # 20-11-01**

WHEREAS, the City of Villisca has completed its portion of the Multi-Jurisdictional Hazard Mitigation Plan; and,

WHEREAS, review of the Hazard Mitigation Plan was open to the public; and,

WHEREAS, the City of Villisca has reviewed the recommendations of the Hazard Mitigation Plan and is in agreement with the priorities contained herein.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Villisca hereby adopts the Montgomery County Multi-Jurisdictional Hazard Mitigation Plan, as amended by Federal Emergency Management Agency for approval, as the guiding document for hazard mitigation in the county.

PASSED AND APPROVED this 18th day of November, 2020.

Roll Call: Narup, Haidsiak, Casey, and Shepherd

Motion Haidsiak second Shepherd to approve Resolution 20-11-04, FY21 Power Plant Budget

Ayes: Casey, Haidsiak, Shepherd, and Narup Nays: None

RESOLUTION NO. 20-11-04

ADOPTING CALENDAR YEAR 2021 VMPP BUDGET

BE IT RESOLVED by the Council of the City of Villisca, Iowa the annual budget for the Villisca Municipal Power Plant Calendar Year 2021 beginning January 1, 2021 as set forth in the Budget Summary Certificate and in the detailed budget in support thereof, showing the revenue estimates and appropriation expenditures for said calendar year is adopted.

WHEREAS the City Council of the City of Villisca receives a copy after the Auditor is completed, showing the beginning and ending balances.

THEREFORE BE IT RESOLVED The Clerk is directed to notify the Iowa Department of Management.

Passed and approved this 18th day of November 2020.

Roll Call: Haidsiak, Narup, Shepherd, and Casey

Halda opened the public hearing for the CDBG – COVID 19 grant at 5:40 pm. Myers went over the following:

The Villisca Community has been addressing food needs of residents in a number of ways especially after the closing of the local grocery store the summer of 2018. Several volunteer-led food programs reach out to residents with needs for financial and material donations during the year. This spring, the COVID-19 events have put a stress on some of these programs.

In light of COVID-19, the Iowa State Economic Development Authority allocated $2.4M in a special Community Development Block Grant fund for Infectious Disease Response. Cities and Counties could apply to support local programs affected by COVID-19. Montgomery County Development Corp identified Villisca’s programs as having the best opportunity to meet the requirements of the grant and make the greatest impact to meet community need. Shawnna Silvius, MCDC Executive Director worked with Reverend Sandy Wainwright -Rossander of the Villisca Presbyterian Church to prepare an award-winning application on behalf of the City of Villisca.

Rev. Wainwright-Rossander identify specific program needs to support four local programs to directly serve Villisca’s vulnerable residents (seniors, families and children). Villisca residents are fortunate for these volunteer-led organizations and these food-based programs offered in the Villisca community. As a result of COVID-19, these programs have seen an increase in use and they meet specialty needs helping vulnerable residents. This increase along with the quarantine at home due to COVID additionally affects volunteers who typically donate their financial and time contributions to these programs. The total $7,550 award to the City of Villisca for the following four programs will be of great use and value to meet the expanding needs witnessed by the community.

The City of Villisca was the applicant and will administrate the program funds on a reimbursement base working directly with Rev. Wainwright-Rossander. The funds will be dispensed through a501©3 organizations that hosts **Feed the Pack & the Community Table. The Feed the Pack** programprovides weekend meals for school children who qualify for free and reduced lunches during the school year. Because of COVID-19 meals will continue through the summer. Currently, the volunteers shop for and prepare food for 51 children and distribute these meals on Fridays. Because the free school lunch program is confidential, only certain school officials can know who receives the food. However, families for whom confidentiality is not a problem can choose to pick up the meals at the home of one of our organization members. These families can receive milk, eggs and cheese because the member often has extra space in her own cooler. The greatest need to support this program is for the purchase of a small refrigerator and staple food items with any remaining for Feed the Pack groceries. This program was awarded $1200 to support this request.

Additionally, the **Community Table** is the second part of the 501©3 organization. “We are serving Sunday evening meals to the elderly living in our low rent housing units - 70 meals per month - not every resident participates. There is no cost to them. Our group purchases, prepares and serves the meals. However, due to COVID-19 we could no longer use the housing unit’s community room to gather for a meal. Therefore, we must package all meals individually and distribute them as carry-out meals. This created a new need for carry-out containers (large and small), plastic utensils, gloves, paper cups with lids, baggies for fruits and cookies, etc. This program is awarded $2,000. Funds will be used to purchase these supplies for three months, plus three thermal carriers to transport warm foods to the housing site for assembling. Any remaining funds, will purchase and dispense additional food and home supplies outside of what we typically need and use to deliver/provide to tenants during this challenging and health/safety time to reduce risk of exposure,” states Sandy.

Another program, **Meals on Wheels,** has been providinghot meals prepared by the Villisca Good Samaritan Society and delivered by volunteers. While a government program pays for the meals for low income adults who qualify for help, some of our recipients pay out of their pockets. This is difficult for them to afford at unstable COVID-19 times. Gifts directed to pay for these meals would assure that they would continue to receive one hot meal per day. Currently, up to 15 people receive the Meals on Wheels. This program was awarded $3150 to provide one hot meal per day and expands the programs ability to serve an additional 10 people for three months.

Historically, the **Interchurch Food Pantry** has a 30+ year history of collecting donations from the community. The pantry is open to anyone needing supplemental food. “Again, COVID-19 is stretching family incomes for other expenses, so they are reaching out to our pantry,” states Rev. Wainwright-Rossander. “Providing meat is the greatest challenge today as we purchase food through an area grocery store. We are limited to shelf stable items as the pantry has no refrigerator for milk, eggs, cheese. We do have access to a freezer for hamburger and hot dogs.” This program is being awarded $1200 to meet a long time ‘wish’, to have a designated small refrigerator for those items. “This will help us during COVID-19 days and into the future. Any additional funds should we find a sale, will go toward the purchase of meat.”

The City of Villisca currently has a CDBG grant for housing and is working on other avenues for housing needs. There was no public input received at City Hall. Halda asked for public input on housing needs or on the grant, none was received.

Halda closed the public hearing at 5:43 pm.

Myers gave an update on the comprehensive plan, SWIPCO can help, will cost around $12,000. Myers would like to start in the spring and we can budget for FY22.

After a brief discussion on employees’ health benefits, Motion Haidsiak second Shepherd to approve renewing our current plan. Ayes: Casey, Haidsiak, Shepherd, and Narup Nays: None

Myers presented to the Council the idea of closing for Christmas Eve. Motion Haidsiak second Casey to approve City Hall be closed on Christmas Eve, with the employees using four hours of vacation or comp. Ayes: Casey, Haidsiak, Shepherd, and Narup Nays: None

There was a discussion on no parking on the 400 block of 5th St, the Council will like to get input from Chad and get some details on our other no parking streets. We will discuss next month.

Discussion was held on adding a 4way stop sign at the corner of 5th ave and 3rd st. The school has requested the City look into this option; they would like to see traffic slowed down as they come into town from the east. Motion Narup second Shepherd to move forward with this change. Ayes: Casey, Haidsiak, Shepherd, and Narup Nays: None

Motion Shepherd second Haidsiak to set the Budget Workshop for December 2nd at 10 am at City Hall.

Tripp let the Council know the Betterment has agreed to donate $6000 to help tear down abandoned homes. They would like to approve the homes that are selected.

Library report – no questions

Varley let the Council know we need to wait on the inspection reports before we proceed. Once we have them, he will do a lien search on them. Narup did ask that we have the building to the north of the Old Breadeaux inspected as well, to hopefully save it.

Public Works Director – no questions

COVID 19 discussion – After a brief discussion the Community Building will be closed through December 10th, pending what the governor announces. Staff will continue doing what is comfortable with the outside factors.

Any other business – Shepherd asked about a mask mandate. Varley does not recommend as there is no way to enforce. It was agreed to strongly encourage everyone wear a mask.

Mayor/Council Comments – None.

Public Comment – None

Motion Haidsiak second Shepherd to adjourn at 6:13 pm.

Next regular City Council meeting is December 16 at 5:30pm at the Villisca Community Building.

Attest:

 Kadee Myers, City Clerk Marilyn Halda, Mayor

|  |  |  |
| --- | --- | --- |
| NOVEMBER CLAIMS REPORT |  |  |
| VENDOR | REFERENCE  | AMOUNT |
| ACCESS SYSTEMS  | COPIER SERVICE  | 127.56 |
| ACCO  | chemicals  | 4,303.45 |
| ADVANTAGE ADMINISTRATORS  | benefits  | 24.5 |
| ADVANTAGE ADMINISTRATORS  | km benefits  | 675 |
| Alliant Energy  | NATURAL GAS  | 344.06 |
| AMAZON  | BOOKS  | 396.89 |
| AMERICAN FIRE PROTECTION  | EXTINGUISHER INSPEC  | 204 |
| BDS EQUIPMENT  | EQUIPMENT  | 1,504.00 |
| BIBLIONIX  | SUBSCRIPTION  | 900 |
| C.EMERY NELSON, INC.  | BLOWER  | 10,443.90 |
| CARD SERVICES - VISA  | BOOKS/SHIPPING  | 373.79 |
| CENTER POINT LARGE PRINT  | BOOKS  | 44.34 |
| CHAD JAMES  | hotel reimbursement  | 336 |
| CHAT MOBILITY  | mobile  | 128.23 |
| CHURDAN PUBLIC LIBRARY  | BOOK  | 22 |
| CITY OF ATLANTIC  | BRAINFUSE HELPNOW  | 175.2 |
| CITY OF RED OAK AMBULANCE  | TIER SERVICE  | 675 |
| CORE & MAIN  | SUPPLIES  | 506 |
| gWorks  | COMPUTER  | 550 |
| gWorks  | COMPUTER  | 4,252.58 |
| Dickel Duit Outdoor Power  | CHAIN SAW REPAIRS  | 2.7 |
| Easter's True Value  | TOOLS  | 150 |
| FASTENAL  | SUPPLIES  | 186.08 |
| FIRST WIRELESS, INC.  | pager/charger  | 781 |
| FARMERS MUTUAL TELEPHONE CO  | SERVICE  | 395.97 |
| DENNIS R HAMMERSTROM  | manhole repairs  | 3,520.00 |
| IOWA ASSOC. MUN. UTIL  | MEETINS/DUES  | 230.53 |
| IOWA DIVISION OF LABOR SERVICE | INSPECTION  | 40 |
| IOWA LEAGUE OF CITIES  | TRAINING  | 20 |
| IOWA POETRY ASSOCIATION  | BOOK  | 9 |
| Iowa Rural Water Association  | DUES  | 275 |
| UNITED STATES TREASUREY  | 941 | 401.15 |
| UNITED STATES TREASUREY  | FED/FICA TAX  | 2,258.69 |
| UNITED STATES TREASUREY  | FED/FICA TAX  | 7.88 |
| Keystone Laboratories, INC  | Dbouchard@keystonelabs.com  | 633 |
| CYNTHIA L STURM  | OFFICE SUPPLIES  | 500.19 |
| MANGOLD ENVIRONMENTAL  | CHEMICALS  | 42.5 |
| MATHESON TRI-GAS/LINWELD  | RENTAL ON TANK  | 283.42 |
| MUNICIPAL EMERGENCY SERVICES  | SUPPLIES  | 654 |
| MID-AMERICAN RESEARCH CHEMICAL | CHEMICALS  | 597.04 |
| MOMENTUM EXTERIOR SERVICS  | STRAW  | 150 |
| MONTGOMERY COUNTY DEVELOPMENT  | retail strategies  | 1,000.00 |
| PAGE COUNTY LANDFILL ASSN  | RECYCLING  | 400 |
| PHYSICIAN'S CLAIMS COMPAN  | AMBULANCE BILLING  | 543.1 |
| RICOH USA, INC.  | COPIER SERVICES  | 5.27 |
| SANDRY FIRE SUPPLY  | service  | 732.47 |
| SOUTHWEST SANITATION, INC  | SERVICE  | 57.5 |
| SOUTHWEST IOWA RURAL ELE  | UTILITIES  | 36.15 |
| SOUTHWEST IA PLANNING COUNCIL  | cdbg housing  | 1,580.00 |
| UNITED FARMERS COOP  | DIESEL/GASOHOL  | 2,139.63 |
| UPS  | shipping  | 190.68 |
| UTILITY SERVICE CO., INC.  |   | 2,495.54 |
| VILLISCA POWER PLANT  | ELECTRIC  | 5,753.45 |
| VILLISCA REVIEW STANTON VIKING | PUBLICATIONS  | 183.81 |
| VILLISCA REVIEW STANTON VIKING | publications  | 170.4 |
| VISA  | SUPPLIES/TRAINING  | 94.95 |
| WESTLAKE ACE HARDWARE  | PAINT  | 100.92 |
| WHIPP SALES AND SERVICE  | SUPPLIES  | 432.34 |
| Accounts Payable Total  |   | 53,040.86 |
|   | Refund Checks Total  |   |
| Total Paid On: 11/04/20  |   | 47.56 |
| Total Paid On: 11/06/20  |   | 7,292.73 |
| Total Payroll Paid  |   | 7,340.29 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\*  |   | 60,381.15 |