VILLISCA CITY COUNCIL REGULAR MEETING

WEDNESDAY, MAY 20, 2020 AT 5:30 PM COMMUNITY BUILDING

The meeting of the Villisca City Council was held May 20, 2020.   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. May 20th by Mayor Halda with the following roll call:

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

Also present: City Clerk-Kadee Myers, Public Works Director Chad James. Via teleconference were John McKean, James Varley, Sunny and Michael Ellis, and Jon Spunaugle.

Motion Haidsiak second Narup and unanimous vote to approve the agenda with the correction of number 9 including public hearing and resolution approval.

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

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: Haidsiak, Gaunt, Shepherd, and Narup Nays: None

Bills were approved for payment by signature on May 20, 2020.

Utility Billing and Bank Reconciliation were approved by signature on May 20, 2020.

Shawna Silvas entered the meeting at 5:33 pm via teleconference.

Jon Spunaugle and Varley presented a couple options on the buildings north of City Hall. Spunaugle does not want to but would consider selling and relocated his laundry mat. Purchase costs would include the building, loss of income, and moving costs. There was some discussion on the Red Oak Memorial Hospital Clinic and the sharing of costs. No action was taken; Narup did suggest the City get bids on what it would take to just stabilize the shared wall.

Spunaugle left the meeting at 5:53 pm.

Michael and Sunny Ellis have made an offer on the Bank building; they would like to open a sit down restaurant and are asking for the City’s sponsorship to apply for the Grow Iowa Support Grant. Motion Haidsiak second Shepherd to approve the sponsorship with Myers allowed to signed the appropriate documentation. Ayes: Haidsiak, Gaunt, Shepherd, and Narup Nays: None

Michael and Sunny left the meeting at 5:58 pm.

John McKean presented a power point presentation regarding Certified Local Government. The presentation included benefits, program and purposes, and how to get started. There was a brief discussion and concerns with costs associated with the program and the amount of time the Clerk would have to dedicate. It was agreed the Council needs more concrete financials before they commit.

McKean also let the Council know the library preliminary evaluation was approved.

Halda opened the Public Hearing for the FY20 Budget Amendment (2) at 6:14 pm. Myers confirmed no questions or comments have been received. Halda closed the Public Hearing at 6:15 pm.

Motion Haidsiak second Shepherd to approve Resolution 20-05-01, FY20 Budget Amendment

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

RESOLUTION NO. 20-05-01

AMENDING FY20 BUDGET

BE IT RESOLVED by the City Council of the City of Villisca, Iowa the budget for fiscal June 30, 2020 as set forth in the budget amendment summary certificate and in the detailed budget amendment in support thereof showing the revenue estimates and appropriation expenditures and allocations to programs and activities for said fiscal year is adopted and the clerk is directed to make the filings required by law and to set up the books in accordance with the summary and details as amended with Water, Sewer, Streets, Community & Economic Development, Public Safety, General Government, Capital Expenses, and transfers.

 Passed and approved this 20th day of May 2020.

Roll Call: Haidsiak, Gaunt, Shepherd, and Narup

Motion Shepherd and Second Haidsiak to approve the refund to Casey’s for liquor license cancellation. Ayes: Haidsiak, Gaunt, Shepherd, and Narup Nays: None

Motion Haidsiak second Shepherd to approve Resolution 20-05-02, Cigarette Licenses for Casey’s and Dollar General.

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

RESOLUTION NO. 20-05-02

APPROVE CIGARETTE PERMITS

WHEREAS: All city cigarette and tobacco sales licenses expire June 30, 2020 and;

WHEREAS: City cigarette sales licenses/tobacco use are required to be approved by the Council annually for renewal and;

WHEREAS: The Clerk has received the following applications for renewal and $75.00 from each: Dollar General and Casey’s General Store.

THEREFORE BE IT RESOLVED BY THE City Council of the City of Villisca the above applications are approved.

Passed and approved this 20th day of May 2020.

Roll Call: Haidsiak, Gaunt, Shepherd, and Narup

Motion Narup second Shepherd to approval of Resolution, 20-05-03, Setting Public Hearing for Alley

**RESOLUTION 20-05-03**

**RESOLUTION FOR PUBLIC HEARING TO CONSIDER VACATING AN ALLEY**

WHEREAS, a request has been filed with the City of Villisca asking that action be taken to vacate and clear the record of a section of real estate that consists of an alley running West of First Avenue between Second Street on the North and Third Street on the South, described as follows:

Alley running West of First Avenue and lying immediately North of Lots Seven (7) and Eight (8) in the Original Plat of the City of Villisca, Montgomery County, Iowa and Lots One (1), Two (2) and Three (3) Davis Addition of the City of Villisca, Montgomery County, Iowa and immediately South of Lots Five (5) and Six (6) in the Original Plat of the City of Villisca, Montgomery County, Iowa and Lots Four (4), Five (5), and Six (6) Davis Addition of the City of Villisca, Montgomery County, Iowa, terminating at the East lot line of Lot One (1) in Wallace Addition of the City of Villisca, Montgomery County, Iowa.

NOW THEREFORE BE, AND IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF VILLISCA, IOWA, that a public hearing shall be held on the proposal to vacate and clear the record of City of Villisca alley on June 17, 2020 at TIME at the Villisca City Community Building, 207 S. 3rd Avenue, Villisca, Iowa, in accordance with Iowa Code Chapter 354.23. At that time, the City Council will consider the above-described proposal and any others submitted prior to or during the public hearing.

WHEREAS, the City Clerk is hereby authorized and directed to publish notice of said proposal and hearing in the form hereto attached, all in accordance with code section 362.3 of the Iowa Code.

THEREFORE, let it be known the above resolution be adopted and passed.

Motion by: Narup , Seconded by: Shepherd

Ayes: Narup, Shepherd, Haidsiak, and Gaunt

Nays: None

Council Members in attendance:, Narup, Shepherd, Haidsiak, and Gaunt

Now let it be known, the Villisca City Council did adopt and approve the above Resolution No. 20-05-03 on this 20th day of May, 2020.

Roll Call: Haidsiak, Gaunt, Shepherd, and Narup

Discussion was held in regards to the FY19 Audit Review, TIF is the biggest issue that still needs addressed. Myers will work with Varley on the City’s options.

Approval of Housing Committee for the CDBG grant was tabled until next month, SWIPCO needs to provide more direction.

Tripp brought to the Council some suggestions on going after houses before they get to the point of tear down. He would like to see them kept on the tax roll. Myers will send the information to Jim to see what our next steps are and to make sure we are going down the right path.

Boulevard mowing has been taken care of.

Motion Haidsiak second Shepherd to approve Jennifer Johnson as a library trustee. Ayes: Narup, Shepherd, Haidsiak, and Gaunt

Nays: None

Martha entered at 6:34 pm

Martha gave the library report. She is looking at doing a virtual book club and summer reading program. Plexiglass has been installed at the front desk, they are continuing to do curbside and delivery, they are painting, and the library will be opening in phases.

Attorney Varley continues to work on the four properties and gave an update on them. Both trials have been postponed due to the COVID 19 pandemic. Varley also explained the options on the W5th St properties; he will reach out to Mr. Klemme and bring back to the next meeting.

Public Works Director James gave his report.

John McKean left the meeting at 6:48 pm

COVID 19 Discussions

Budget – Clerk Myers explained there should be no issues at this time as far as revenues, we will be good for FY20, but will have to watch FY21, we may see a decrease in the water revenues due to not collecting penalties.

Staff and Buildings - Myers and James would like to recommend staff go back to normal on June 15th and can open to the public then as long as numbers remain low and the safety recommendations have been installed. The Council was fine with this; there was a brief discussion on mowing. James did state for now its fine but they will need to take down lots of trees due to the Ash borer.

Pool – brief discussion on the guidelines to open and the additional staff that would be needed. There was some discussion on lifeguards. Myers will reach out to former employees and get a count. Council would like to make a decision next week.

Any other business –Myers reminded the Council employee raises would be up for approval next month.

Mayor Council Comments- Shepherd stated she attended the library board meeting and they were questioning why the city’s money was not in the library budget. Myers explained that $35,000 beyond the library revenue is the in the budget from the City.

Public Comment – Shawna Silvas explained a couple grant opportunities. One of them is for a housing assessment; it is grant to complete a housing study. The second is through the IEDA and the deadline is June 5th, this is emergency funds to help feed those in need during COVID-19. Sandy Wainwright has shared all the programs Villisca currently has. The City would have to be the applicant and would have to have a public hearing. Council agreed to move forward with the IEDA grant.

Motion Shepherd second Haidsiak to adjourn at 7:10 pm.

Next regular City Council meeting is June 17th at 5:30pm at the Villisca Community Building.

Attest:

 Kadee Myers, City Clerk Marilyn Halda, Mayor

|  |  |  |
| --- | --- | --- |
| CLAIMS REPORT - MAY |   |   |
| VENDOR | REFERENCE  | AMOUNT |
| ACCESS SYSTEMS  | copier  | 144.62 |
| ACCO  | chemicals  | 6,880.50 |
| ADVANTAGE ADMINISTRATORS  | benefits  | 24.5 |
| ADVANTAGE ADMINISTRATORS  | benefits km  | 125.6 |
| AFLAC  | AFLAC-PRETAX  | 140.28 |
| Alliant Energy  | NATURAL GAS  | 426.9 |
| AMAZON  | books  | 545.83 |
| AVESIS  | VISION FAMILY  | 72.84 |
| BOUND TREE MEDICAL LLC  | supplies  | 101.16 |
| CARD SERVICES - VISA  | books/shipping  | 323.36 |
| CHAT MOBILITY  | cell service  | 128.23 |
| CITY OF RED OAK AMBULANCE  | tier servic  | 660 |
| FINE SERVICES-PEST CONT.  | pest control  | 75 |
| FARMERS MUTUAL TELEPHONE CO  | SERVICE  | 456.9 |
| HACH COMPANY  | chemicals  | 331.51 |
| IIMC  | dues  | 170 |
| Iowa One Call  | LOCATES  | 38.7 |
| IPERS  | IPERS  | 3,042.77 |
| IRS - 941 DEPOSIT  | FED/FICA TAX  | 2,405.19 |
| IRS - 941 DEPOSIT  | FED/FICA TAX  | 2,292.96 |
| IZZY'S COLLISION  | repairs  | 250 |
| Keystone Laboratories, INC  | mustang67@iowatelecom.net  | 775 |
| CYNTHIA L STURM  | OFFICE SUPPLIES  | 65.89 |
| MATHESON TRI-GAS/LINWELD  | RENTAL ON TANK  | 316.03 |
| MIDLAND GIS SOLUTIONS  | gis host  | 1,200.00 |
| MUNICIPAL SUPPLY, INC  | supplies  | 5,062.46 |
| PAGE COUNTY LANDFILL ASSN  | recycling  | 500 |
| PHYSICIAN'S CLAIMS COMPAN  | AMBULANCE BILLING  | 206.29 |
| PHYSICIAN'S CLAIMS COMPAN  | AMBULANCE BILLING  | 218.34 |
| RED OAK GLASS INC  | lock repair  | 60 |
| SOUTHWEST SANITATION, INC  | trash  | 57.5 |
| SOUTHWEST IOWA RURAL ELE  | utilities  | 39.5 |
| TERMINIX PROCESSING CENTER  | pest control  | 489 |
| THERESA JOHNSTON  | reimbursement  | 120 |
| Treasurer, State of Iowa  | STATE TAX  | 778 |
| UNITED FARMERS COOP  | DIESEL/GASOHOL  | 2,311.66 |
| UPS  | shipping  | 191.46 |
| UTILITY SERVICE CO., INC.  | tank inspection  | 2,248.23 |
| DENNIS V FOSSON  | mower repairs  | 985.53 |
| VILLISCA POWER PLANT  | ELECTRIC  | 6,758.03 |
| VILLISCA REVIEW STANTON VIKING | publications  | 288.24 |
| VILLISCA REVIEW STANTON VIKING | publications  | 124.99 |
| VISA  | training/license  | 1,122.00 |
| WELLMARK  | benefits  | 11,511.72 |
| WELLMARK  | benefits  | 11,511.72 |
| Accounts Payable Total  |   | 65,578.44 |
|   | Refund Checks Total  |   |
| Total Paid On: 4/24/20  |   | 7,525.57 |
| Total Paid On: 5/06/20  |   | 7,812.96 |
| Total Payroll Paid  |   | 15,338.53 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\*  |   | 80,916.97 |