

Adair City Council
City Hall Chambers
May 12, 2021

A regular City Council meeting was held May 12, 2021 at the City Hall Chambers. Present were Mayor John Larsen, who called the meeting to order, City Attorney Clint Fichter, Public Works director Ryan Billheimer, Clerk Randi Lehman and council persons, Perry Leeper, Rick Hays, Kyle Irlmeier and Rick Stanley.

Motion by Hays and second by Irlmeier to approve the agenda. All ayes.

The consent agenda listed the following items to be approved; Council Minutes from 4/14, Bills and Payroll, Monthly Financials; Liquor licenses for Casey's General Stores, Adair Fire Dept, Kum & Go, Dollar General and Zipps Pizzeria; Jensen & Son invoice for \$31,508.00; Cigarette Permits for Casey's and Kum & Go; and the March 2021 Library minutes & financials.

Motion by Irlmeier to approve the consent agenda. Second by Stanley. All ayes.

The following bills were presented to be approved.

BILLS SUBMITTED FOR APPROVAL FOR MAY 12, 2021 COUNCIL MEETING

VENDOR	REFERENCE	AMOUNT
ACCESS SYSTEMS LEASING	COPIER CONTRACT	228.84
ACCO	CHEMICALS	524.60
ADAIR AUTO PARTS	PARTS	20.47
ADAIR FEED AND GRAIN	MAINTENANCE SUPPLIES	70.89
ADAIR NEWS	PUBLICATIONS	1,172.21
AGRILAND FS	MAINTENANCE	1,383.05
ALLIANT ENERGY	UTILITIES	4,983.16
ATLANTIC PEST CONTROL	CITY HALL	69.55
BLACK HILLS/IOWA	UTILITIES	659.37
BOOK SYSTEMS INC	LIBRARY	1,190.00
CASEY MUTUAL	PHONE / INTERNET	74.95
CEDAR RAPIDS BANK	GO BONDS	55,598.75
CLEAN SWEEP	CLEANING-MOWING CONTRACT	2,621.50
COMPUTER SYS INC	SOFTWARE MAINT	147.00
CONSTANCE SNYDER	TAX INCREMENT REBATE	2,231.86
CORPORATE SUPPLY WAREHOUSE	SUPPLIES	1,119.75
DELTA DENTAL	INSURANCE	320.88
DORSEY-WHITNEY LLP	LEGAL SERVICES	10,435.00
EFTPS	FED/FICA TAX	4,071.51
EXCHANGE STATE BANK	HSA / LOAN	1,247.68
FAY PHARMACY	SUPPLIES	15.89
GUTHRIE CO REC	UTILITIES	854.36
GUTHRIE CO SOLID WASTE	PER CAPITA CHARGE	7,810.00
INSURANCE STORE	INSURANCE AMENDMENTS	3,228.00

IOWA DOT	SUPPLIES	373.66
IOWA LAW ACADEMY	TRAINING	50.00
IOWA PUMP WORKS	MAINTENANCE	787.50
IPERS	IPERS	2,967.32
JACOBSENS	FREIGHT	519.66
JASON ROBERTS	HAULINNG	443.78
KASEY BROSAMLE	CELL PHONE REIMB	75.00
KEYSTONE LAB	TESTING	531.50
RANDI LEHMAN	CELL PHONE & HSA	491.00
MARVIN FETT	TAX INCREMENT REBATE	500.00
MARK EMGARTEN	CELL PHONE	75.00
MUNICIPAL SUPPLY	MAINTENANCE	103.00
OFFICE DEPOT	SUPPLIES	198.98
PAYROLL	PAYROLL	14,036.95
PERRYS WINDOW SERVICE	WINDOW CLEANING	25.00
PHYLLIS LEMKE	TAX INCREMENT REBATE	350.00
SMALL CITY RESOURCES	CONSULTING FEES	5,250.00
RYAN BILLHEIMER	CELL PHONE	75.00
SCHILDBERGS	MAINTENANCE	501.36
SECURE SHRED	DOCUMENT SHREDDING	575.00
TIRES & SERVICE	MAINT / REPAIRS	490.79
TREASURER-STATE OF IOWA	STATE / WET TAX	4,691.00
VERIZON	POLICE CELL	40.01
VSP INSURANCE	INSURANCE	89.60
WEST DES MOINES WATERWORKS		30.00
WEX BANK	FUEL CARD	414.17
WHKS	BRIDGE INSPECTION	1,480.00
WINDSTREAM	TELEPHONE BILL	438.85

REPORT TOTALS

\$135,683.40

	REVENUE	DISBURSED
GENERAL FUND	93,493.39	42,203.56
CEMETERY FUND	2,020.42	1,345.28
COMMUNITY CENTER	40,000	
ROAD USE FUND	20,988.51	2,302.31
EMPLOYEE BENEFIT FUND	17,042.13	580.03
LOST	9,814.84	0
TIF	103,488.35	0
DEBT SERVICE	47,586.44	56,286.43

COMMUNITY DEVELOPMENT	0	3,081.86
STREET CAPITAL EXPENSE	38,380.00	10,435.00
PERPETUAL CARE	25.00	0
WATER	24,875.34	6,588.94
SEWER	19,886.81	4,967.99
GARBAGE	7,624.61	7,892.00
TOTAL FUNDS	425,225.84	135,683.40

Discussion and possible action on removal of sidewalk at 205 Cass Street for Rick Hays.

Hays presented the council with a picture of the sidewalk he is wanting to remove. It doesn't get used and he has talked to Jason Roberts who owns the property next to him and Jason is fine with having it removed as well.

Motion to allow Rick Hays to remove the sidewalk and not replace it at 205 Cass was made by Irlmeier and 2nd by Stanley. Ayes-Irlmeier, Stanley, Leeper. Abstain-Hays.

Discussion and possible action on No Parking signs along 8th Street for P. Carney along 8th Street.

Officer Brosamle advised he believed the issue has been resolved and no action was needed. Lehman will follow up with Carney to verify.

Discussion and possible action on addition on a retaining wall to the Dana Jensen home in the Crawford Addition.

Billheimer presented Council with an estimate of \$8280 for materials, delivery and installation of a retaining wall from Kautzky Tree Care. Other estimate/ bid requests were not received. Due to the retaining wall not being included in the Jensen & Son agreement, the City is responsible for the cost.

Motion to approve estimate from Kautzky Tree Care for completing the retaining wall was made by Hays and second by Stanley. All ayes.

Discussion and possible action on Schroer and Associates Annual exam proposal.

Proposal for the annual exam was received and the estimated fee is \$3700.

Motion to sign approval for the Schroer and Associates Annual exam was made by Irlmeier and second by Leeper. All ayes.

Discussion and possible action on the City Park baseball field surface.

Billheimer explained to Council that the field surface was not safe to be playing on. It needs to be dug up and replaced with actual ballfield material. Approximately 185 tons at \$59 per

ton is needed. The Chamber is willing to pay for half and has confirmed Jason Roberts would donate his time to haul it in. The 1st game is scheduled for May 27th. Billheimer advised that with the rain that has come and is to come, he will try to get it completed by then, but there is no guarantee.

Motion by Irlmeier to approve redoing the surface of the ballfield at the Adair City Park.
Second by Hays. All ayes.

Discussion and possible action on Team Services proposal for services for the Water Treatment Plant replacement project.

Billheimer presented a proposal for services from TEAM Services. The services will be lab and field testing as well as observation for the water treatment plant replacement project.

Motion to approve the proposal from TEAM Services was made by Hays and second by Irlmeier. All ayes.

Discussion and possible action on the Adair Community Center & Splash pad.

Fichter informed the Council the City of Adair scored very well for the 2021 LWCF grant. Adair was the 4th highest scoring grant applicant. Final grant scores and funding recommendations will be provided for State approval at the June NRC meeting. At this time we are hoping for approval of a \$50,000 grant. Note: No work associated with grant funds can begin until the grant agreement is in place.

Fichter is also watching for the USDA to open their grant applications so he can submit an application through them.

City representatives met with Snyder & Associates to finish a design layout for the future community center. Snyders will make changes and provide the city with pictures of the layout and estimates if available.

Updates on on-going items:

Hotel Feasibility Study: No new updates.

Everett Anderson invoice: No new updates.

Public Comment:

Paul Gettler inquired about the open City Council Position. The City is taking written / emailed requests from those interested in the position through June 7th. They will then review the requests at the June 9th council meeting and make a decision to either appoint someone or have an election to fill the position.

Brenna Westergaard presented the requested street closures and Chuckwagon Days information on behalf of the Chamber.

Employee Reports:

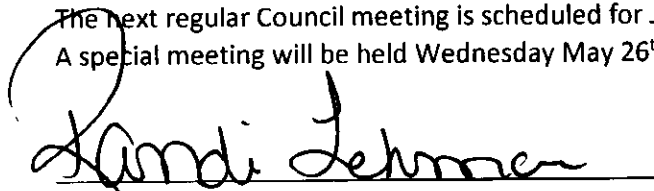
Billheimer presented an Estimate from Plowman & Stanley Trenching for adding drain lines in the Crawford Addition in the amount of approximately \$2000.

Fichter advised that a special meeting will be needed on May 26th for the budget amendment and possible updates on the hotel feasibility study and grant info for the Community Center and City Hall projects.

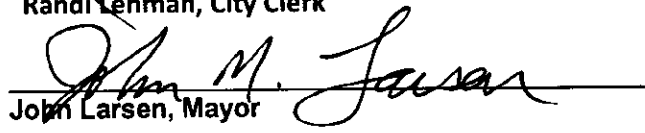
Motion by Stanley and second by Irlmeier to adjourn. All Ayes. Motion carried.

The next regular Council meeting is scheduled for June 9th at 6:30 pm.

A special meeting will be held Wednesday May 26th at 6:30 pm.

A handwritten signature in black ink that reads "Randi Lehman". The signature is written in a cursive style and is positioned above a horizontal line.

Randi Lehman, City Clerk

A handwritten signature in black ink that reads "John M. Larsen". The signature is written in a cursive style and is positioned above a horizontal line.

John Larsen, Mayor