

Adair City Council  
City Hall Chambers  
April 14, 2021

A regular City Council meeting was held April 14, 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, Jeremy Gettler and Rick Hays. Absent: Kyle Irlmeier and Rick Stanley.

Motion by Gettler and second by Leeper to approve the agenda. All ayes.

The consent agenda listed the following items to be approved; Council Minutes (3/10, 3/19, 3/24), Bills and Payroll, Monthly Financials, Tanzanite Homes final pay draw \$131,165.13 Dorsey Whitney Invoice, Pay App #1 for Viking Painting \$38,380.00 and Change Order #1 for the addition of a 12" gate valve.

Motion by Gettler to approve the consent agenda. Second by Hays. All ayes.

The following bills were presented to be approved.

**BILLS SUBMITTED FOR APPROVAL FOR APRIL 14, 2021 COUNCIL MEETING**

<b>VENDOR</b>	<b>REFERENCE</b>	<b>AMOUNT</b>
ACCESS SYSTEMS LEASING	COPIER CONTRACT	336.21
ACCO	CHEMICALS	741.52
ADAIR AUTO PARTS	PARTS	57.99
ADAIR CHAMBER OF COMM	FY21/22 MOTEL TAX	4,000.00
ADAIR COUNTY RECORDER	410 AUDUBON ST RECORDING	12.00
ADAIR FIRE BOARD	28 E	11,821.07
ADAIR NEWS	PUBLICATIONS	539.83
ALLIANT ENERGY	UTILITIES	4876.33
BAKER & TAYLOR	LIBRARY MATERIALS	171.79
BLACK HILLS/IOWA	UTILITIES	700.45
BOHLMANN & SONS	SANITATION	64.20
BOYS & GIRLS CLUB	FY 22 DONATION	4,000.00
CASEY MUTUAL	PHONE / INTERNET	74.95
CLEAN SWEEP	CLEANING-MOWING CONTRACT	2,223.50
COMPUTER SYS INC	SOFTWARE UPDATES	334.00
DELTA DENTAL	INSURANCE	320.88
ED'S LAWN EQUIPMENT	MAINT / REPAIRS	620.00
EFTPS	FED/FICA TAX	5,524.05
EXCHANGE STATE BANK	HSA / LOAN	2,075.36
FISHER, FISHER, & GROETKEN	ABSTRACT	145.00
GUTHRIE CO REC	UTILITIES	903.59
HACH CHEMICAL	CHEMICALS	64.49
HARKINS SERVICE	POLICE TRUCK	24.00
IMT INSURANCE	INSURANCE	646.00
INSURANCE STORE	CITY INSURANCE	53,577.00

IOWA DOT	SUPPLIES	42.20
IPERS	IPERS	3,937.97
KASEY BROSAMLE	CELL PHONE REIMB	75.00
KEYSTONE LAB	TESTING	408.50
RANDI LEHMAN	CELL PHONE & HSA	491.00
LOGAN CONTRACTORS	REPAIRS / MAINT	371.45
MARK EMGARTEN	CELL PHONE	75.00
METERING & TECHNOLOGY	METER MAINT	34.42
MIDSTATES BANK	INTEREST	1,694.23
MIDWEST PARTNERSHIP	DUES	839.00
MTS INC	SANITATION	4,391.74
MUNICIPAL SUPPLY	ANNUAL SUBSCRIPTION	1,950.00
OFFICE DEPOT	SUPPLIES	744.21
PAYROLL	PAYROLL	19,515.04
PETTY CASH	SUPPLIES	237.40
SMALL CITY RESOURCES	CONSULTING FEES	4,975.00
RYAN BILLHEIMER	CELL PHONE	75.00
SECURE SHRED	DOCUMENT SHREDDING	48.00
SNYDER & ASSOCIATES	ENGINEERING FEES	8,210.00
STAR EQUIPMENT	REPAIRS / MAINT	392.39
TANZANITE HOMES CO	FINAL PAY APP	131,165.13
TIRES & SERVICE	MAINT / REPAIRS	597.80
TREASURER-STATE OF IOWA	STATE / WET TAX	981.00
VERIZON	POLICE CELL	40.01
VISA-EXCHANGE STATE BANK	CREDIT CARD	4,681.04
VSP INSURANCE	INSURANCE	179.20
WEX BANK	FUEL CARD	480.59
WILSON WELDING	REPAIRS	375.00
WINDSTREAM	TELEPHONE BILL	436.82

REPORT TOTALS

\$281,298.35

	REVENUE	DISBURSED
GENERAL FUND	13,955.90	89,974.13
CEMETERY FUND	140.78	1,345.28
ROAD USE FUND	3,380.65	2,340.39
EMPLOYEE BENEFIT FUND	681.52	4,987.12
LOST	19,629.64	0
URBAN RENEWAL	2,306.57	0
DEBT SERVICE	1,675.31	1,375.36
HOUSING PROGRAM	0	131,165.13

STREET CAPITAL EXPENSE	0	9,904.23
WATER	22,685.66	17,957.69
SEWER	19,282.42	17,857.28
GARBAGE	7,711.02	4,391.74
TOTAL FUNDS	91,449.47	281,298.35

**Discussion and possible action on Resolution 21-0414-01: 314 Audubon Street Community Catalyst Project.**

Ashley Smith has purchased the building at 314 Audubon Street and has applied for a building renovation grant and has asked the City to sponsor the effort. This resolution states the City will offer Ashley Smith funding, not to exceed \$19,400 with additional conditions.

Motion to approve Resolution 21-0414-01: 314 Audubon Street Community Catalyst Project was made by Gettler and 2<sup>nd</sup> by Leeper. All ayes.

**Discussion and possible action on 2021 Water Treatment Plant project.**

Dave Sturm with Snyder & Associates was present and discussed the project and presented Resolution for approval of contracts and bonds for Building Crafts as well as Change Order #1. The tentative start date is at the end of June and to be completed within 600 calendar days.

Motion to approve Resolution 21-0414-02: Approval of contracts and bonds for Building Crafts, Inc. was made by Gettler and 2<sup>nd</sup> by Hays. All ayes.

Motion to approve Building Crafts change order #1 was made by Hays and 2<sup>nd</sup> by Leeper. All ayes.

**Discussion and possible action on City Hall ADA remodel project.**

Dave Sturm presented Council with a standard services agreement so the project could proceed. The amount of the agreement is \$13,450.

Motion to approve the standard services agreement with Snyder & Associates for the ADA remodel project at City Hall was made by Gettler and second by Leeper. All ayes.

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

Sturm advised Council that with the deadline of July 2022 for the community center to be completed, designs and plans need to be selected very soon. Council chose to proceed with plan design that would include the splash pad at this time. Depending on the amount of funding the city receives, the splash pad portion of the project could be removed totally, or in parts so that it could be completed at a later time.

Motion to approve the additional service agreement with Snyder & Associates for the Adair Community Center & Splash pad was made by Gettler and 2<sup>nd</sup> by Leeper. All ayes.

**Discussion and possible action on Resolution 21-0414-03: Providing for reduction of interest rate for Sewer Revenue Bond.**

The State Revolving Fund for Clean Water and Drinking Water program (SRF Program) reduced its interest rate on the loan the City has from 3% to 1.75%. This rate reduction will save the city \$16,897.50.

Motion by Hays to approve Resolution 21-0414-03: Providing reduction of interest rate for Sewer Revenue Bond. Second by Gettler. All ayes.

**Discussion and possible action on sponsorship for the Police Academy.**

Local resident Sawyer Ocheltree has expressed interest in becoming a Police Officer. He is in need of a sponsor to attend the Police Academy and is willing to do some training with the current officer and Police Chief. Ocheltree will assume responsibility of the cost to attend the academy.

Motion by Gettler to approve sponsorship for Sawyer Ocheltree to the Police Academy. Second by Hays. All ayes.

**Discussion and possible action on BOA decision on R. Wheatley building Permit.**

Council reviewed the Board of Adjustments meeting minutes and suggestions regarding the drive-thru coffee shop Roxy Wheatley is wanting to build in the North half of the Chuckwagon parking lot. Roxy was presented and advised Council that she has revised her plans and it will not be a drive-thru. With this change in plans, she will still need a variance for set-backs. A new BOA/PZ meeting will be scheduled.

**Discussion and possible action on request to terminate the Management Contract on property located at 104 2<sup>nd</sup> Street.**

Lisa Plowman is requesting that a Management Contract between the City of Adair and Adair Development Company, Inc. on a piece of property located at 104 2<sup>nd</sup> Street be terminated. Fichter has researched the information filed in the Records office that was filed in December of 1985. There seems to be no documentation as to why this was done, and verified that it has not been in force for many years.

Motion by Gettler to approve the termination of the Management Contract for the property at 104 2<sup>nd</sup> Street. Second by Hays. All ayes.

**Discussion and possible action on Wastewater Grade 3 licensing.**

Billheimer advised Council that he has passed his Wastewater Grade 3 test.

Motion to approve the \$.50 pay increase made by Gettler. Second by Leeper. All ayes.

**Discussion and possible action on Councilman Gettler's resignation due to sale of property.**

Jeremy Gettler has sold his property in Adair and therefore is resigning his council position. An ad will be put in the Adair News to advertise the position. Those interested can submit a written application / request at City Hall. The remaining councilmen will review and then determine if they want to appoint someone, or if an election should be held.

**Updates on on-going items:**

**Hotel Feasibility Study:** No new updates. Fichter hopes to have an update at the May meeting.

**Everett Anderson invoice:** No new updates.

**Employee Reports:**

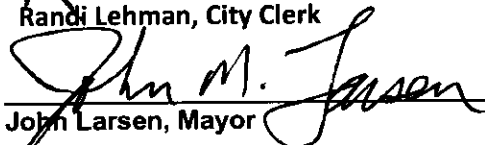
Billheimer requested approval to pour a 20 x 75 concrete pad at the City shop. The cost would be approximately \$4500.

Motion by Gettler and second by Leeper to approve the concrete pad to be poured at the City shop. All ayes.

Motion by Gettler and second by Hays to adjourn. All Ayes. Motion carried.

The next regular Council meeting is scheduled for May 12th at 6:30 pm.

  
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Randi Lehman, City Clerk

  
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John Larsen, Mayor