

The Palo City Council met in open session Monday, October 17, 2022, at the Palo Community Center in the Council Chambers. Mayor Van Kerckhove led those present in the pledge of allegiance then called the meeting to order at 6:30 PM with the following council present: Angie Brekke, Andrea Rahe, Jen Welton, Pete Hagstrom. One seat is currently vacant. Others Present: Lenna Goodale, City Clerk; Clark Robertson, Public Works; Dan Morgan, City Attorney; Michelle Cheever, City Engineer. Hagstrom motioned for approval of the agenda. Rahe second. 4 Yeas, 0 Nay. Motion carried (4-0). Brekke motioned to approve the consent agenda. Hagstrom second. 4 Yeas, 0 Nay. Motion carried (4-0).

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
A-1 RENTAL, INC	TREE GRANT	158.05
ABC DISPOSAL SYSTEMS, INC	MAINT BUILDING	50.00
ALLEGRA	BACKFLOW FORMS	66.71
ALLIANT ENERGY	GAS & ELECTRIC	4,545.67
ANDREA RAHE	PALO FUN DAYS	176.42
BRECKE INC.	LIFT STATION REPAIR	8,987.00
CAMPBELL SUPPLY C.R.	PUMP	284.18
CEDAR RAPIDS MUN. UTIL.	SEWER USAGE	15,233.12
CEDAR RIVER GARDEN CENTER	TREE GRANT	1,954.26
CENTER POINT AUTO PARTS	SM ENGINE PART	19.39
CINTAS CORPORATION	SUPPLIES	1,034.07
CITY OF FAIRFAX	INSPECTOR	5,640.94
CROELL REDI-MIX, INC.	PARK	20.93
CYNTHIA STIMSON	MENTOR	191.20
EFTPS	FED/FICA TAX	2,813.48
EFTPS	FED/FICA TAX	3,106.12
EFTPS	FED/FICA TAX	5,919.60
GAZETTE COMMUNICATIONS,	LEGAL PUBLICATION	394.85
HACH COMPANY	CHEMICALS_WATER	342.60
HAWKEYE COMMUNICATION	FIRE INSPECTION	282.00
HAWKINS, INC.	CHEMICALS_SEWER	520.75
IDNR	RENEWAL FY23	115.00
IMWCA	WORKER'S COMP	1,305.00
IOWA DEPARTMENT OF REVENUE	STATE TAX	419.00
IPERS	IPERS	1,816.04
IPERS	IPERS	-0.01
ITS	TECHNOLOGY	1,645.00
JETCO, INC.	PROGRAMMING	887.80
JORDAN MEYERS	LOST CHECK FD	110.00
KENWOOD RECORDS MGT INC.	RECYCLE BIN	15.00
MICROBAC LABORATORIES	TESTING	35.50
KOCH BROTHERS INC.	COPIES	265.99
L.L. PELLING CO., INC.	PREMIX	104,539.85
LENNA GOODALE	MILEAGE TRAINING	309.58
LINN COUNTY REC	STREET LIGHTS	190.84
LINOH2O LLC	REPAIR	500.00
LRS PORTABLES OF IOWA	COMM CENTER	242.00
LYNCH DALLAS PC	LEGAL FEES	2,557.50
MENARDS SOUTH INC.	SUPPLIES	72.92
MUNICIPAL SUPPLY, INC.	METERS	599.80
MUNSON ELECTRIC INC	POWER POND	1,623.19
OFFICE EXPRESS INC	SUPPLIES	93.80

PALO COMMUNICATIONS	PHONE/FAX/INTERNET	951.05
RED LION RENEWABLES	SOLAR PANELS	2,773.41
ROTO-ROOTER INC.	VALVE REPAIR	3,400.00
IOWA DEPARTMENT OF REVENUE	SALES TAX	539.53
IOWA DEPARTMENT OF REVENUE	WET TAX	3,205.03
SCHIMBERG CO	WATER PARTS	1,998.71
SCHRADER TILING & TERRAIN	TILE REPAIR	148.77
STATE CHEMICAL SOLUTIONS	LF TREATMENT	1,599.99
SUNBELT RENTALS INC.	TRAILS	209.70
TYLER LUNDTVEDT	FD TRAINING	90.00
UHS PREMIUM BILLING	HEALTH INSURANCE	2,456.49
UMB BANK	2019A FEE	1,200.00
US BANK	SUPPLIES TRAINING	930.31
US CELLULAR	CELL PHONE	333.94
US POSTAL	POSTAGE	313.00
WELTER STORAGE EQUIPMENT	CHAIRS	319.60
WEX BANK	FIRE DEPT FUEL	215.13
Accounts Payable Total		183,850.20
Invoices: Paid		183,850.21
Total Paid On: 9/30/22		8,469.55
Total Paid On: 10/14/22		8,943.05
Total Payroll Paid		17,412.60
***** REPORT TOTAL *****		201,262.80
GENERAL		31,670.14
ROAD USE		8,803.40
EMPLOYEE BENEFITS		2,502.54
DEBT SERVICE		1,200.00
INFRASTRUCTURE PROJECTS		99,600.00
WATER		18,284.54
SEWER		39,202.18
TOTAL FUNDS		201,262.80

September 2022

General Fund	105,230.05
Road Use	22,065.71
Employee Benefits	2,358.56
L.O.S.T.	22,986.07
TIF	40,757.10
Debt Service	23,621.24
Water Fund	21,613.67
Sewer Fund	80,315.86
Total Revenue:	318,948.26

General Fund	77,533.57
Road Use Fund	11,339.93
Employee Benefits	6,655.39
Debt Service	10,765.50
Infrastructure Project	320.00
Water Fund	28,638.36
Sewer Fund	81,091.04
Total Expenses:	216,343.79

Mayor Van Kerckhove opened agenda related audience comments at 6:34 pm. No Discussion. Closed comments at 6:34 pm.

Goodale gave clerk report. 51 penalties, 19 courtesy calls, 1 shut off, and 1 nuisance letter. Allison Groff helped with door hanger regarding pilot rehab program. 16 applications were submitted, and 9 have been review. Iowa League of Cities conference was good. Next year will be celebrating 150 years. Cedar Rapids will host. Fuel tax refund was submitted, and money received. Started 4th qtr grant writing for parks and banners. Met with Michelle Cheever and landscaping engineer to start a vision board. Shed vandalism all have paid for repairs. Closed on property on Main St, Lot 10 for \$5000.

Robertson gave maintenance report. Park bathrooms have been cleaned and shut down. Splash pad will be winterized at the end of this month. Started working on phase one of the loop trail by the pond to Dry Creek Park. Community Center ditches with sloping will start. Pond cleanup will start soon to be ready to treat in the spring. Flow test at the fire department was done. Fixed two fire hydrants. Had a meeting regarding disc golf. Talked with Erin at Palo Communications on the lights at Memorial Park. Munson Electric getting quote on light for park and the parking lot. Ice rink will be at Memorial Park. New development started with water and sewer inspections. Public Works department has been focusing on safety training for ICAP. Basketball hoop at Memorial Park have been removed. Robertson and Brummer are certified in playground safety training and inspections. Completed parks safety checklist and equipment. Linn Co will be helping putting street signs in new development. Robertson will be attending water training in November. Hagstrom asked Robertson if old hoops could be installed at the other parks for lower-level heights. Robertson will investigate.

Andrew Lutter gave fire department report. Had 15 calls; 10 medicals, 2 fire, 1 car accident and 1 mutual aid. Post testing went good at the beginning of the month. Witch Watch coming up on Halloween. All trucks will be out and will also be at Trunk or Treat. Fire prevention last week. Had a good turnout with the kids.

Mayor Van Kerckhove gave mayor report. Solar: meeting with Alliant to discuss construction schedule and communication moving forward. Community: Discussing trail system phases (limestone). Application in for SRT funding (connector trail) failed, MPO sitting at about 40% funding. Communicating with Linn County Conservation about connecting HWY 100 bridge to Palo's connector trail (as soon as built). Pole banner grant request moving forward. New pole banners designed and ready to go when grant funding is received. Welcome to Palo signs along Shellsburg Rd., Covington Rd, and Palo Marsh – getting quotes, design is done. Will write grants to fund this project. Parks: Memorial Park will need an investment for safety reasons. 9 Hole Disc Golf Course design moving forward. City Staff developing a "tree and bench donation" program to raise funds for parks. Anderson Bogert working on a rendering of City's "vision" for parks. Water: Groundwater Storage tank study and grant funding requests still moving forward. HR Green is at the cost estimating stage and the amount water the city will need for the next 20 years. Sewer: Wastewater/annexation agreement with Cedar Rapids presented to Cedar Rapids. Wastewater sulfide levels remain low. Improved Properties: LMI Program needs review for 2023. Consider down payment assistance for new construction. Nuisance Properties: Check with City Hall for a list of new and ongoing nuisance properties. Linn County Public Health is on agenda. 28E Agreement will help this process. Special note: Any Council and Citizen nuisance, please report to City Hall. MISC: Iowa American Water is a company that is in the business of purchasing wastewater and water treatment infrastructure from smaller communities and then operates the systems. Brekke asked about the trail system and if the limestone would evenly be hard surface.

Deputy Halverson was present and gave report. Linn County Sheriff had 42 calls and met required hours. Halverson addressed questions from Hagstrom and Goodale on illegal dumping and civil issue.

Brekke motioned for pass **Resolution No. 101722A** the Annual Finance Report FY22, Hagstrom second. 4 Yeas, 0 Nay. Motion carried (4-0).

Set Public Hearing to change Chapter 165.10 and 165.11 to add addition use being builder sales office in model home. Welton motioned to set the public hearing on November 21, 2022, at 6:30 pm. Brekke second. 4 Yeas, 0 Nay. Motion carried (4-0).

Welton motioned for approval **Resolution No. 101722B** for the Assistant Fire Chief, Andrew Lutter. Hagstrom second. Roll call. Motion carried (4-0).

Hagstrom motioned for approval **Resolution No. 101722C**, 28E Agreement with Linn County Public Health. Welton second. 4 Yeas, 0 Nay. Motion carried (4-0).

Hagstrom motioned to approve Resolution **No. 101722D** naming the Cedar Rapids Gazette as the Official Publication for the Palo. Welton second. 4 Yeas, 0 Nay. Motion carried (4-0).

Adopting the Personnel Policy and Procedure Manual,

Hagstrom motioned for approve **Resolution No. 101722E** for the Personnel handbook Policy. Rahe second. Roll call. Motion carried (4-

0).

Brekke motioned to pass **Resolution No. 101722F** for the City of Palo Investment Policy. Hagstrom second. 4 Yeas, 0 Nay. Motion carried (4-0).

Mayor Van Kerckhove stated city has a vacancy, Mallory Schulte resigned. Discussion had regarding appointing or to have a special election. Brekke motioned for approve **Resolution No. 101722G** here the city council is election to fill the open vacancy for the city councilmember via special election. Hagstrom second. Roll call. Motion carried (4-0). Brekke asked Goodale to post information.

Discussion had regarding the residential speed signs. Cheever explained the speed study. Brekke and Rahe would like to see all the 25-mph changed to 20-mph in residential areas. Cheever also stated that the city could put in removal speedbumps to move around town. Hagstrom asked about the different signs throughout town. More discussion on several streets and their speed signs. Brekke motioned to approve **Resolution No. 101722H** adopting the Speed Zone Map for the City of Palo and going to take the requested map move all the orange section that is 25 mph to make 20 mph, and adjust Palo Marsh Rd, north of Blairs Ferry Rd to 35 mph to city limits. Hagstrom second. 4 Yeas, 0 Nay. Motion carried (4-0).

Maggie Burger with Speer Financial present to go over the TIF Report. Maggie went over the GO Debt, Revenue Debt, TIF Rebate Obligations, TIF Revenue Abatement, GO Debt Capacity, TIF Debt Report. Ms. Burger shared that the City of Palo had a 10.69 growth rate. One of the highest Speer Financial has seen this far.

Brekke motioned to approve **Resolution No. 101722I** for Street Financial Report. Hagstrom second. 4 Yeas, 0 Nay. Motion carried (4-0).

Discussion had regarding crosswalk signage. Mayor Van Kerckhove read the recommendations from Anderson-Bogert. Anderson-Bogert did a traffic study at the intersection of Blairs Ferry Rd & Covington Rd and Blairs Ferry Rd and Cedar Bend Dr during this study there were zero pedestrian. According to the Manual on Uniform Traffic Control Devices a marked crosswalk would not be warranted. If a pedestrian crossing is still wanted Anderson-Bogert recommendation would be to investigate a Rectangular Rapid Flashing Beacon Signal. Rahe stated she would like to see the same report that was done in September be done during summer when kids are out of school. More discussion had. Welton motion to table the pedestrian crosswalk for spring. Hagstrom second. 4 Yeas, 0 Nay. Motion carried (4-0). Rahe recommended when the next study is done, to let city hall know in advance to notify residents that an unmarked car will be placed.

Discussion had regarding healthcare insurance renewal. Brekke motion to approve United Health insurance renewal. Rahe second. 4 Yeas, 0 Nay. Motion carried (4-0).

Robertson would like council input where to camera the sewer lines. Discussion had to start on Dale Lee and move North. Welton motion to approve sewer line maintenance program not to exceed \$5,000 with Roto-Rooter to check for infiltration. Brekke second. 4 Yeas, 0 Nay. Motion carried (4-0). More discussion had to add a five-year plan with Roto-Rooter.

Discussion had regarding L.L. Pelling chip seal along Cedar River Dr. in the ROW is the resident's responsibility. L.L. Pelling did have to fill in/fix many areas of the ROW due to not causing more damage to the road work being performed. Resident of 1441 Cedar River Dr. voice concerns regarding a hole at the end of his driveway and moving out to the street. Robertson will revisit the street in question.

Agenda request from Troop 766, to waive the rental fee for lock in on December 10th, 2022, 6:30 pm to 6:30 am on December 11th, 2022. Hagstrom motioned for approve the request of Troop 766. Brekke second. 4 Yeas, 0 Nay. Motion carried (4-0).

Tracey Achenbach with ECICOG present to go over the Piolet Rehabilitation Program. Discussion had. At this time, she received 16 application, 2 income qualified and 7 appear to be income qualified, 7 not sure if they will qualify. The program is to target the old part of town. In the original proposal that was submitted to the state, the city would put \$63,000 towards the whole program. Achenbach would like to keep the cities the same, but she increases the amount of the rehab for interior and exterior to include energy efficiency improvements also. She is going to ask for \$252,00, the cities \$63,000, and the total project \$315,000. Brekke motioned to pass **Resolution No. 101722J**, the City Home Rehabilitation Block Grant Piolet Program to authorize 25% local match or maximum of \$63,000 of city funds. Welton second. 4 Yeas, 0 Nay. Motion carried (4-0).

Consider Ordinance No 43-2022, Amending SUDAS Supplemental Requirements for Driveway Dimensions at the ROW. Brekke motioned to approve the first reading of Ordinance No. 43-2022 replacing driveway dimension with a maximum width of 36 feet. Welton second. 4 Yeas, 0 Nay. Motion carried (4-0). Brekke motioned to consider suspending the rules requiring Ordinance No. 43-2022 be voted on at two meeting prior to final approval. Hagstrom second. 3 Yeas, 1 Nay. Motion carried (3-1) Rahe voted to

opposed. Brekke motioned to approve Ordinance No. 43-2022 **AN ORDINANCE IN REGARD TO THE DRIVEWAY DIMENSION, SETTING A MAZIMUM OF 36 FEET**. Hagstrom second. 3 Yeas, 1 Nay. Motion carried (3-1) Rahe voted to opposed.

Discussion had regarding water rates. Ordinance No 44-2022 Amending Ordinances of the City of Palo by amending provision pertaining to Water rates. Brekke motioned for approval of the First Reading of Ordinance 44-2022 pertaining to the water rates. The base rate set at \$22.40 and the unit rate \$7.13 this would include a \$25,000 in reserves. Hagstrom second. Roll call. Motion carried (4-0).

Deep discussion regarding sewer rates. Welton voiced concerns she is not comfortable with a \$25,000 in reserves. She would like to see \$75,000 but would be ok with \$50,000 in reserves based on infrastructure needs, to start replacing sewer lines, testing and breakdowns. Cheever also reminded council city will need to fix connection to Cedar Rapids, city doesn't have a cost yet. Brekke and Hagstrom voice their concerns. Cheever went over the \$50,000 reserves from the report. Brekke motioned to approve the first reading of Ordinance 45-2022 pertaining to the sewer rates with a \$25,000 reserve. Bare rate \$42.21 and unite rate \$10.77. Rahe second. Roll call. Motion carried (3-1) Welton voted to opposed.

Mayor opened General Audience Comments opens at 8:38 pm. Resident on Vinton St. voiced concerns on new seal coat. He gave council a packet of items of concerns. Mayor closed at 8:42 pm.

New Business: Mayor informed council on residential dumpster regulations. He asked if council would like to add next month agenda. Rahe asked if city has a noise ordinance. Morgan stated city does not. Discussion had. Halloween hours are 4:00 pm 8:00 pm on October 31. Council would like Robertson to get quote on speed camera.

Brekke motion to adjourn at 8:50 pm. Rahe second. 4 Yeas, 0 Nay. Motion carried (4-0). Respectfully submitted,