

The Palo City Council met in regular session at Palo City Hall February 13, 2012. Mayor Tom Sanders called the meeting to order at 6:30 p.m. Council Members present: Trent Miller, Scott Packingham, Josh Frank, Doug Hanover. Absent: Brian Beaty. Others present: None.

Mayor Sanders led those present in the Pledge of Allegiance.

Hanover moved **approval of agenda** as corrected to change the date of the fire dept. meeting from 2/13/12 to 2/12/12, Frank second. Motion carried. (4-0)

Council requested more information on the following bills: Rexco Equipment, Inc., skid loader-windshield repair; AgVantage FS, Inc., gas/diesel; Hawkeye Electrical Contractors, community center sensors; and Pool Tech, water hand pump. Clerk instructed to check the time period for the AgVantage bill and provide Council with information on gas/diesel usage and delivery times. Miller verified Council's input as stated in the January 30, 2012 meeting minutes as follows: "Mayor and Council will contact City Administrator with any projects they would request to be considered to be completed in FY2012-13." No correction required.

Hanover moved **approval of consent agenda**: bill approval, treasurer's report, DAR and Council meeting minutes from January 9, 2012 as revised to remove an "s" from Rob Bower's name on the non-published copy, January 30, 2012, and February 6, 2012, Miller second. Motion carried. (4-0)

**Linn County Sheriff's Report:** 108 hours required; 131.02 actual hours worked in January 2012 with 90 calls. Council questioned number of calls for "search warrant". Multiple calls listed as multiple officers responded to drug search/seizure at storage garages. Council verified it was the same scenario for "suspicious person" call. Multiple officers are dispatched until a determination is made as to the nature of the call.

**Lion's Club Report:** Delmar Jellison, Palo Fun Days spokesperson for the Lion's Club, gave Council an update on the celebration. Because the event has been successful in the past and has earned a good reputation, event participants are contacting him for information on participation. The City Council helped fund law enforcement services and fireworks last year. Clerk instructed to add to the next Council agenda and copy the information Mr. Jellison provided for the Council. The dates are set for August 17<sup>th</sup> and 18<sup>th</sup>. The carnival and DJ for Friday night's events will stay the same as last year. Council informed Mr. Jellison the Lion's Club may use the portable bleachers as they have in the past. The Lion's Club will move the bleachers the Friday night before the events and replace them when their events are complete. Mayor Sanders will contact the Lion's Club regarding the Citizen of the Year Award declaration. Council also approved use of the fence at the lagoon site for the Lion's Club. When weather permits, the Lion's Club will remove the remaining fence and erect it to fit their needs. The Lion's Club and the Palo American Legion Post 679 have both made contributions to bringing the "Remembering Our Fallen" exhibit to Palo. Don Gilbertson has been coordinating this event. The Lion's Club wanted to demonstrate their appreciation for Mr. Gilbertson's help with Palo Fun Days.

**Community Center Use Request:** Miller motion to allow the Palo Lion's Club the use of the Community Center at no charge for the Lion's Club Fish Fry on 03/09/12, the only stipulation is to return the facility to the condition it was in before use, Frank second. Motion carried. (4-0) Mr. Jellison concurred with the stipulation as the Lion's Club has contributed to the Community Center, takes pride in it, and will return it to its original condition.

**Audience Comments-Agenda Items:** None

**Department Reports:** Council questioned the maintenance staff's discovery of a broken nozzle on the ground by the splash pad. Mayor Sanders will ask maintenance staff about the nozzle. Council expressed their appreciation for the call log report supplied by the Fire Department. Clerk instructed to thank Fire Department.

**Sale of Property to Palo Telephone:** Hanover motion to open public hearing Palo Cooperative Telephone Real Estate Purchase Agreement at 7:04 p.m., Frank second. Roll call. Motion carried. (4-0) Clerk did not receive written comments. Audience comment: Did the Lion's Club get back what they had invested? Response: They were reimbursed for funds they put into the foundation. Packingham motion to close public hearing at 7:08 p.m., Hanover second. Roll call. Motion carried. (4-0) Hanover motion to approve Resolution 010912B Purchase Agreement by and between Palo Cooperative Telephone Association and the City of Palo, Miller second. Roll call. Motion carried. (4-0)

**Park and Recreation Board Presentation:** Rob Bower and Matt Johnson, Park and Rec. Board, presented information on Cruise Inn Concessions including: other organizations they work with, gross revenue percentages, equipment needs, food and beverage needs, electricity, water, insurance responsibilities, years of experience, accommodations to Palo groups interested in using the concession stand for fundraising, and a one year pilot program to determine facility use and revenue potential. Accountability issues of multiple users were discussed. Clerk provided copies of the information to Council at the meeting. Clerk instructed to add to the next Council agenda. Information on current and proposed ball diamond contracts was discussed including past contracts, concessions, field maintenance, previous experiences with the Cougars and the Sting baseball teams, Palo Kids League field needs, and the costs to the City for the recreational facilities provided. The Council will track and evaluate the equipment, electrical, and maintenance staff expenses associated with the facilities. Clerk instructed to provide contracts for next Council Meeting. The Park and Rec. board has researched other contracts and the current contracts remain the same as last year with a 5% increase per season. The concession stand will remain separate from the ball diamond rentals/leases. Matt will provide other concession bids, although it is difficult to compare as the venues vary. Rob Bower provided additional information on the boat ramp project. The Rebuilding Palo Fund (RPF) may have additional funds for the project. Council discussed bid requirements, funding, construction phases and cost saving ideas, permit deadlines, volunteer efforts including time and equipment, project management, RPF funding disbursement requirements, abstract, title and ownership issues, committees, private ownership and fees. The Council thanked Mr. Bower for his time and effort on this project.

**Park and Recreation Board Appointment:** Current Park and Rec. Board members informed Council of Doug Slings's participation in meetings and open gym. Hanover motion to approve Resolution 021312A the Appointment of Doug Slings to the Parks and Recreation Board, Miller second. Roll call. Motion carried. (4-0) Clerk instructed to thank Mr. Slings for his contribution to his community.

**Board of Adjustment Appointment:** Several Council members and Mayor informed those present of Vickie Clymer's previous successful participation on other City Boards. They concur Ms. Clymer will be an asset to the Board of Adjustment. Hanover motion to approve Resolution 021312B the Appointment of Vickie Clymer to the Board of Adjustment, Packingham second. Roll call. Motion carried. (4-0) Clerk instructed to thank Ms. Clymer for her contribution to her community.

**Public Hearing for Comprehensive Plan:** Hanover motion to set the 2012 Comprehensive Smart Plan public hearing for 6:30 p.m. on 03/12/12 in City of Palo Council Chambers, Frank second. Motion carried. (4-0)

**Speed Limit Reduction on Highway 94 and Shellsburg Road:** Council informed all present the name of the road should be listed as Covington Road and Shellsburg Road, rather than Highway 94. Procedures for setting current speed limits, and current and future needs for the Fire Dept. and Community Center traffic were discussed. A lengthy discussion of various alternatives including the City borders, Yates Road, 1<sup>st</sup> Street, Dry Creek Bridge, Vinton Street, development in the area, traffic volume and patterns, accident potential or lack thereof, costs associated with patrolling the area, visibility on the hill on Shellsburg Road, signage, ability to enter and exit Blairs Ferry Road, and whether or not there have been issues with this area in the past. No action taken on Resolution 021312C Reducing the Speed Limit from 55 mph to 45 mph on Covington Road and Shellsburg Road. Mayor called for a meeting recess at 8:31 p.m. Mayor reconvened meeting at 8:39 p.m.

**Hart Frederick Consultants, Inc. Change Order Request:** Mayor Sanders informed Council Mr. Hart had contacted him by phone to see if a Hart-Frederick representative's attendance was warranted. Mr. Hart had a previous commitment, but offered to meet with Council and Mayor at another time. Council discussed the timing of the request, verbal acceptance of previous payments, donation discussions, contract stipulation "not to exceed" and payment of invoices in excess of the contract amount, billing schedules, and water project implications presented by Mr. Hart at a previous Council meeting. Packingham motion to not approve Resolution 010912A Change Order Request by and between Hart-Frederick Consultants, P.C. and the City of Palo, Miller second. Roll call. Motion carried. (4-0) Mayor Sanders instructed Council to keep their Council packet information on this topic.

**Liquor/Beer Permit Brogan's (Blue Creek Ducks Unlimited Banquet):** Council discussed the merits of this event and the success of previous banquets. The event had been held in the "Old" Community Center since the early

1980's and Council is pleased to have the event back in Palo at the "New" Community Center. Miller motion to approve Blue Creek Ducks Unlimited Banquet Alcoholic Beverage License, Packingham second. Motion carried. (4-0)

**Metered Light to Street Light Blairs Ferry Road, Shellsburg Road, Covington Road, and Vinton Street:** Mayor Sanders provided the following information. The City is responsible for one-half of the expenses associated with the roadway lights; these lights were inadvertently transferred to the City of Palo without the City's knowledge. They were previously the County's responsibility. This resolution will tie all of the street lights together with one carrier and will reduce expenses associated with electricity and maintenance. The lights will be maintained by Alliant Energy as the City does not have the equipment to maintain the lights. The City will pay one electric bill for the street lights, reducing administrative costs. Hanover motion to approve Resolution 021312D Street Light Resolution, Frank second. Roll call. Motion carried. (4-0)

**MOA Contract Extension for Tallgrass Historians L. C.:** Tallgrass Historians L. C. required a time extension for the MOA project. The project is now complete. No additional fees or charges will be incurred by the City. Council was apprised the MOA information was available on the City of Palo website earlier in the day. The Mayor and Council members who had an opportunity to review the information were pleased. Frank commented the Council expresses their gratitude to Bill Zeller for his contributions to the project. Mr. Zeller contributed historical information to the project. The City owns the publication rights and would like to make the booklet available for purchase at cost. Frank motion to approve Resolution 021312E to Extend the Contract for the Historian and/or Architectural Historian Services for the 403 Demolition Program Disaster 1763 PW 6646, Miller second. Roll call. Motion carried. (4-0)

**Water Rates:** Council discussed the interim water rates including the number of houses currently provided with City water, time frame for interim rates, maintenance cost percentages, and variable costs of treatment plant. Information on some of the costs is not available at this time. Hanover motion to approve 021312F Interim City Water Service Rates, Miller second. Roll call. Motion carried. (4-0) Mayor Sanders instructed Council to save the information on this topic for future discussions.

**Audience Comments-Non-Agenda Items:** Kevin Matt offered to donate a chest freezer to the City. He suggested the concession stand may have a need for it. The Fire Department may have a need for it as well. He has to remove the item by mid-April. Council appreciates his offer and will make arrangements to pick it up and store it if necessary.

**Old Business:** The Fire Department training for City Hall and the sprinkler system is set for 02/21/12. The Maintenance Superintendent will be in attendance. He has been trained on the alarm system and sprinkler system, but additional training has been scheduled as necessary. Previous sump pump inspections were discussed. Maintenance personnel and Hanover have been reviewing paperwork from previous inspections. More training may be required for the inspections if handled by volunteers. The City is contemplating setting up a new sump pump inspection program. Clerk instructed to add to next Council Agenda. The Council would like information on the "Emergency Shelter" signs including: grant mandates, terminology, (Emergency Shelter could be misleading as people may think emergency services may include medical emergency services i.e. heart attack or stroke). Could they change to "Severe Weather Shelter"? Other concerns included the height and size etc. and who mandated, paid for, and needs to maintain. They are also concerned that they do not specify the location of the tornado shelter. Once people enter town there are not signs to follow to know where to go. City staff instructed to make sure the public is educated so if there is a tornado they do not leave their homes to come to City Hall if they have a basement and could seek appropriate shelter without leaving their home. The concession stand project is coming to a close and the Mayor, Council and Park and Recreation Board would like to tour the concession stand. Mayor and Council would like to evaluate the project and Park and Recreation would like more information on the facility as they speak with concessionaires and to evaluate the winterization procedures completed. The Mayor and Council are not pleased with several aspects of the Community Center including: the brown caulk putty, wall paper, and movement of a wall in the library. There was also a discussion regarding clamps, drywall, and some of the woodwork in the building. The temperature in the kitchen and the faucet in the women's restroom were also discussed. Council questioned the specifications for the air compressor and the electrical box in the Council Chambers does not meet their expectations. It may be necessary to move one of the

trees in the front of the building to improve emergency vehicle access. The Council may explore withholding retainage or other financial settlement considerations. A decision may need to be made to accept, decline, or sign off on the project due to time constraints. A punch list of what constitutes City responsibilities versus contractor responsibilities has been compiled.

**New Business:** Council discussed current board openings. The current opening on the Board of Appeals can be a resident. The Board is comprised of at least 3 licensed people, but that requirement has been fulfilled. The current opening does not require a licensed person. Council requested staff to make sure residents are aware a license is not required to apply for appointment to this Board. Council will take a 5 minute recess at or near 8:30 p.m. in future meetings, due to the length of the meetings. The street light wattage issue was resolved by the street light resolution. Clerk instructed to inform Council if the American Flag donated by the Palo American Legion Post 679 has arrived. Council discussed placement and securing the flag as they would like it to be prominently displayed for the "Remembering our Fallen Soldiers" exhibit March 1-7, 2012 in the Palo Community Center.

Motion by Packingham to **adjourn** at 10:08 p.m., Frank second. Motion carried. (4-0)

Michelle Nejd  
City Clerk