

The Palo City Council met in regular session at the Fire Station Meeting Room on February 17, 2014. Mayor Tom Yock called the meeting to order at 6:30 p.m. Council members present: Tom Sanders, Doug Hanover, Delmar Jellison, Brian Beaty and Josh Frank. Others Present: Erek Sittig

Hanover moved approval of the **agenda**, Sanders second. Roll call. Motion carried. 5-0. Sanders moved approval of the **consent agenda**: Bill Approval, Treasurer's reports, Consumption report, DAR, and Council meeting minutes for January 20, 2014 and February 8, 2014, Beaty second. Roll call. Motion carried. 5-0.

The Linn County **Sheriff Dept.** was unavailable.

Audience Comments: none

Department Reports: **Maintenance report** was not available. Palo Volunteer **Fire** Chief James Seely explained the information given to the Council regarding training and number of hours the members give, and a 2013 review of activities of the department. Hanover thanked the department members for digging out around the fire hydrants recently. Beaty asked if reflectors could be placed on the hydrants to help fire department quickly locate them in an emergency. Fire Station bid proposals-Matt Shock reviewed the information on the project. Jellison asked how Change orders work. The contractor will identify when a change needs to happen. Per Point Builders, there shouldn't be any change orders needed unless there is an unforeseen condition with water problems. It is a straight forward project and don't see anything that would cause CO. Shock asked if we were going to proceed on Wednesday with accepting bids for the project and if Knapp Warden contract is approved to be revised to increase the scope of the work. Hanover made motion to send out to bid the fire station to see where the project is at. Jellison seconded. Roll call. Motion carried. 5-0. No member present from the Park & Recreation Committee to discuss anything. Water Project Grant Fund Allocation – GIS Mapping RFP Bids Resolution 021714A. Hanover asked for it to be tabled until March meeting so Council may review the bids further. Sanders asked Wildman if the grant was extended. He was unsure as previous city staff indicated that it had been requested but had not heard back. Sanders seconded motion to table. Roll call. Motion carried. 5-0. Well Generator was previously reviewed. Patrick Callahan from Callahan Municipal Consultants LLC was present to give two proposals in preparing the 2014 City of Palo Budget and checking to see if an extension was granted from the state. Will need to have submitted to state in order to receive property tax revenue. Hanover to hire Callahan Municipal Consultants LLC to prepare 2014 City of Palo Budget, Resolution 021714B Option 2, abbreviated option. Beaty seconded. Roll call. Motion carried. 5-0. Callahan gave a list to clerk of items that he will need. Jetco. Inc. Software for Water Treatment facility was tabled until next month. Hanover reviewed the reason why the software is needed. This would give Jetco access to check the system and see what the problem is and bring the parts needed on the original trip without having to make a return trip. Matt is questioning why there is a problem. The fee is a one-time fee. Questions were asked about why is it not accurate in notifying maintenance of a problem. This software is not going to call someone with a problem; it is for access to diagnose the problem before repair service is enroute. Questions were asked for a second opinion as there are websites out there that will allow remote access. Wildman would like to check into this with Kleiman and see if needed along as will it be covered by the grant. Jellison asked to postpone Resolution 021714C until more information can be reviewed. Hanover seconded the motion. Roll call. Motion carried. 5-0. Kleiman Construction CO #6 for the pump was reviewed by Wildman. Beaty made motion to approve Resolution 021714D. Hanover seconded. Roll call. Motion carried. 5-0. Kleiman Pay application #10 hasn't been submitted yet per Wildman. Reviewed overpayment to Kleiman. Shock reviewed the street project including road and drainage repairs. Discussed alley drainage from 2nd street to Iowa Ave. Concern about a retaining wall behind Brogans that is in the right-of-way. Resolution 021714F Reconstruction 380 CO #1 Adding circuits to kitchen outlets to avoid tripping a breaker when more than 1 outlet is used on the north side of the kitchen. Beaty motion to approve Resolution 021714F adding circuits in kitchen. Hanover seconded. Roll call. Motion carried. 5-0. Water project Public Water Supply Connections update. Approximately 20 municipal infractions issued and 3 trials set for this week. Penalties issued for those not connected. Further information will be discussed with Council in closed session. Pigman Triathlon Event had no representative present and was tabled. Fire department expressed concerns with getting emergency vehicles through town in the past. Alliant Energy is putting new power poles along 1st street and is wanting to take a few trees out between Thompson and Lincoln. Council census stands at allowing trimming of trees as needed and does not support any healthy trees to be taken down. Resolution 021714G Compensation for Acting City Clerk. She has been working full-time handling many of duties of the previous Clerk and Deputy Clerk with flying colors. Sanders made motion to employ Ms. Jellison as Acting City Clerk at \$15.00 with full-time benefits as stated in employee handbook. Hanover seconded. Discussion held. The position of a full-time City Clerk will be posted and once hired; Jellison will step down to Acting Deputy Clerk and the position of Deputy Clerk to be posted at the direction of City Council. Aye: Beaty,

Hanover, Sanders, Frank; Abstained: D. Jellison-personal. Motion carried. 5-0. Suggestions of places to post: Corridor Careers, League of Cities, Gazette.

Audience-non-agenda items: Trent Miller asked if the light (ballast) in the fire department hallway could be repaired by city maintenance. Miller asked about putting reflectors on fire hydrants that are hard to see. Lincoln to Dale Lee is down over the slope and is hard to see. Question of who is responsible for cleaning around fire hydrants. Home owner adjacent to the fire hydrant is responsible. Just need an area from the street to the hydrant cleaned out. Concern of the elderly people being able to clean around it. Suggested having whoever is cleaning their driveway also cleans around it. Concern of hitting the hydrant. Just looking at a path to it. Will let the residents know by placing in the Atom Burst, putting on Palo Channel, and putting on City board. City is responsible for those on City property.

Old business: Erek brought up about Dry Creek 4th Addition will be looking at cost share of the street as previously discussed at a council meeting. Ordinance regarding the elevation of 750 ft. was tabled at last regular meeting. Further research will be needed checking with FEMA and National Flood Insurance Program to make sure it complies with their guidelines.

New business: The city had 42 loads of snow taken out from some areas to try and avoid problems with melting snow and safety hazards. Beaty suggested looking at cleaning culverts; sandbags and getting things ready for any melting snow and be prepared for any ice jams on the Cedar River causing backup along the creek through the park. Jellison asked for a contingency plan is put in place if needed for any sudden melting or jams. Several asked about getting the Christmas lights down or at least shut off. Maintenance will be directed to as soon as time allows and weather permits. Laurie Hanson complimented the good job on maintaining the streets and intersections through the winter.

Jellison made motion to enter into Closed Session. Hanover seconded. Roll call. Motion approved. 5-0.

The Mayor granted a recess at 8:07 p.m. Closed Session reconvened by Mayor Yock pursuant to specific Chapter 21.5 (1) (c) of the Iowa Code at 8:17 p.m. Motion made by Frank to close the closed session at 8:15 p.m., Hanover second. Roll call. Motion carried. 5-0. The City Attorney stated the City will proceed with strategy for properties not connected to the public water system.

Frank motion to adjourn at 8:18 p.m. Hanover second. Roll call. Motion carried. 5-0.

Jenny Jellison,
Acting City Clerk