

## **MINUTES OF THE TRAER CITY COUNCIL**

The City Council of Traer, Iowa met in regular session on **Monday July 1, 2019** at 7:00 p.m. at Traer Municipal Hall.

### **ROLL CALL**

Mayor Holden called the meeting to order with Council Members Holst, Kennedy, Schafer and Foster answering roll call. Absent: Council Member Youel.

### **APPROVAL OF AGENDA**

MOTION by Kennedy, seconded by Foster, that the agenda is approved. Motion approved unanimously with a roll call vote.

### **WELCOME TO VISITORS/PUBLIC COMMENTS**

Ellen Young discussed the latest happenings at the Shaker Gallery.

Kennan Seda was in attendance and noted that Traer has a history of Growing Hemp, and the city should look in to being more involved in that going forward.

Council Member Schafer, representing a neighbor, shared photos of a house in her neighborhood that needed to be cleaned up.

### **CONSENT AGENDA**

MOTION by Foster, seconded by Schafer, that the minutes of the June 3, 2019 meeting are approved. Motion approved unanimously with a roll call vote.

MOTION by Holst, seconded by Schafer, that the July Checks (#27922-27992, total of \$123,946.03) are approved. Motion approved unanimously with a roll call vote.

MOTION by Schafer, seconded by Holst, that the Transfers between funds for FY19 are approved (schedule attached) Total transfers are \$565,238.12 out of General Fund, \$64,703 into Debt Service Fund and \$500,535.12 into Capital Fund. Motion approved unanimously with a roll call vote.

There was no Sheriff's Report, and Sheriff Kucera was not at the meeting.

### **BEER and LIQUOR PERMITS**

MOTION by Foster, seconded by Kennedy, that the liquor license for The Winding Stairs Festival is approved. Motion approved unanimously with a roll call vote.

### **CIGARETTE/TOBACCO PERMITS**

MOTION by Schafer, seconded by Foster, that the permits for Short Stop and Sinclair are approved. Motion approved unanimously with a roll call vote.

### **POTENTIAL SALE OF DOWNTOWN LOT**

MOTION by Kennedy, seconded by Schafer, to approve RESOLUTION 07-01-19-1; Authorizing the sale of Real Property. The sale is contingent on the contract including giving Mike Rickard the right to rent the back portion at current rate for as long as he desires, and giving the City the right of first refusal to take back the property for the current purchase price, should the owner ever chose to sell the property off, not as part of the ongoing business currently operation as Sweets on Main. Motion approved unanimously with a roll call vote.

## **FY20 OPTION TAX**

The Council discussed the amounts spent out of FY19 option tax, and reviewed the amount available for FY20. It is estimated that there will be approximately \$56,700 available, after taking out the previously allocated \$50,000 for the pool and \$18,000 for street work. MOTION by Holst, seconded by Kennedy, to approve the following disbursements for FY20 Option Tax (subject to obtaining new written requests from the various recipients): Shaker Gallery-\$6,000, Winding Stairs Festival-\$8,500, Chamber for park lighting-\$2,000, Chamber for other operations/events-\$2,000, North Tama Youth Baseball-\$5,000, maintenance on cameras-\$1,000, NT After-prom-\$2,000, Downtown Beatification (flowers, etc.)-\$3,000, Memorial Building Kitchen renovation-\$20,000, Traer Theatre-\$5,000. Motion approved unanimously with a roll call vote.

## **CONCERNS/COMMENTS/OTHER BUSINESS**

MOTION by Kennedy, seconded by Schafer, to award a \$1/hr. bump to Neil O'Brien, retroactive to May 25<sup>th</sup>, as this was the agreement at hiring, based on completing his 90-day probationary period. Motion approved unanimously with a roll call vote.

MOTION by Kennedy, seconded by Holst, to award the budgeted 3% increase to the Public Works employees (Cooper and O'Brien), effective July 1, 2019. Motion approved unanimously with a roll call vote.

MOTION by Kennedy, seconded by Foster, to increase part-time Public Works employee Mike Skopec to \$11/hr. effective July 1, 2019. Motion approved unanimously with a roll call vote.

MOTION by Holst, seconded by Schafer, to award the budgeted 3% increase to the three Ambulance paramedics, (Kennedy, Kahler and Stucker), effective July 1, 2019. Motion approved unanimously with a roll call vote.

Council member Schafer discussed forming an "enhancement" committee to work with downtown business owners to clean up some of the unattractive storefronts. There does not appear to be enough option tax money to put into this project this year, but she will work with the chamber on trying to get business owners to improve where necessary.

Larry and Sandy Seda were present to discuss water problems they are having since their neighbor built a large garage next door. They questioned the legality of the structure. It was approved by the City at the time it was built. The city will contact the property owner and see if some work can be done to build up the ground by the alley so water flows toward Mill Street and the sewer drain located next to the alley.

City Clerk Panfil and Deputy City Clerk Blaine requested that the limit on the city Mastercard be increased from \$5,000 to \$10,000, to avoid running in to problems with the card being denied because the bank has not processed the most recent payment. MOTION by Foster, seconded by Kennedy, to approve the increase.

City Clerk Panfil discussed some future options for the City to finance street improvements in order to get some work done over the next couple years, since the city is not able to borrow for new projects until the summer of 2021, due to the pool bond and old existing bonds that are winding down. No Formal Action Taken.

The council again discussed nuisance properties in town. It was agreed that the conditions have steadily been getting worse all over town, and it was time for the City to take a harder line stance against violations of the Junk and Junk Vehicle ordinances. In addition, the city has been taking care of some properties that are abandoned or where owners cannot be contacted. It was noted that beginning July 1, 2019, any costs for this type of work would be billed to the best known address of the owner, and, if not paid, would be turned over to the county for inclusion with the real estate taxes.

The City Clerk will put together a sample of a notice to be sent to residents outlining what is illegal in town, and identifying the time to correct the problem or be fined/charge for the abatement. There may need to be a special meeting in late July to get this process started by August 1.

The council discussed the potential for creating a Traer Police Dept. as the council is not satisfied with the service provided by the Tama County Sheriff when it comes to "local" policing and monitoring of the City. The City Clerk will get some information from other cities and the council can look in to the matter more thoroughly.

**DEPARTMENTAL REPORTS**

Public Works superintendent Cooper updated the council on what they had been working on the last month.

**JUNE 2019 REVENUES:**

General Fund .....	\$ 86,909
Special Revenue Fund.....	\$ 17,824
Debt Service Fund.....	\$ 5,500
Capital Projects.....	<u>\$ 0</u>
	\$ 110,233

**JUNE 2019 DISBURSEMENTS:**

General Fund .....	\$ 104,187
Special Revenue Fund.....	\$ 22,393
Debt Service Fund.....	\$ 56,254
Capital Projects.....	<u>\$ 43,137</u>
	\$ 225,971

**JUNE 2019 FUND BALANCES:**

General Fund .....	\$ 1,589,100
Special Revenue Fund.....	\$ 82,284
Debt Service Fund.....	\$ 3,710
Capital Projects.....	<u>\$ 0</u>
	\$ 1,675,094

Check Register attached.

MAYOR PETE HOLDEN

Jon Panfil, City Clerk