

CITY OF ALTOONA COUNCIL MEETING  
MONDAY, MAY 18, 2020, 6:30 P.M.  
AT THE ALTOONA CITY HALL  
via GoToMeeting  
Due to COVID-19 epidemic

1. **CALL TO ORDER**

Roll Call at 6:30 pm

Mayor O'Connor- present  
Boka - present

Burns-Thompson - present  
Duer - present

Mertz- present  
Willey - present

**City Officials Present:** Jeff Mark, Randy Pierce, Jared Ogbourne, Greg Stallman, John Shaw, John Dostart, Scott Atzen, Jim Utter, Jeff Bierl, Chad Quick, Amy Hill, and Bob Laden

**Audience Present:** none present.

2. **Perfecting and approval of the agenda**

Mayor Dean O'Connor requested to approve the agenda with amending item 13c to read "consider amendment to the professional services agreement with Snyder and Associates for the NE 62<sup>nd</sup> Avenue Expansion Grading Project.

**Roll Call Vote:**

1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)

3. **Consider approval of May 4, 2020 Council Minutes**

**Roll Call Vote:**

Y Boka 1 Burns-Thompson Y Duer Y Mertz 2 Willey (5-0)

4. **Citizens request to address council**

Daron Lewis, 101 7<sup>th</sup> Ave. SW, asked council if they could ask the Board of Adjustment to reconsider an item that the board had been previously approved. City Attorney Bob Laden expressed that the city council and city staff cannot make the Board of Adjustment reconsider because they are a separate legislative body. Citizens can make a request for the Board of Adjustment to reconsider a decision. Only a board member who voted in favor of the motion is allowed to move to reconsider a decision. Then, another member has to second the motion. Finally, the entire board votes whether to reconsider the decision. If the board votes in the affirmative, the item is placed on the next Board of Adjustment's agenda.

5. **Public hearing to consider approval for the plans, specifications and form of contracts for the NW Booster Station**

Public Utilities Director Jim Utter explained the City of Altoona received bids on May 13, 2020 for the Northwest Development Area Booster Station. The low bid was submitted by Koester Construction, Inc. of Grimes, Iowa in the amount of \$838,000. The engineers estimate was \$790,000. The consulting engineer explained that the reason for the higher than estimated bid is due to the higher cost of the package booster station and minor additions to the project that were added after the estimate. The addition of the booster station will increase the water pressure in the commercial area located north of Interstate 80.

**Open hearing at 6:33pm**

**Comments:** No one commented.

**Closed hearing at 6:33pm**

6. **Resolution #05-18-2020 #01 TO APPROVE THE PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COSTS FOR THE NW BOOSTER STATION**

**Roll Call Vote:**

Y Boka Y Burns-Thompson 2 Duer Y Mertz 1 Willey (5-0)

7. Resolution #05-18-2020 #02 TO APPROVE THE CONTRACT AND BOND FOR THE NW BOOSTER STATION  
 Roll Call Vote:  
1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)
8. Resolution #05-18-2020 #03 MAKING AWARD OF THE CONTRACT FOR THE NW BOOSTER STATION  
 Mayor O'Connor explained staff would recommend awarding the contract to Koester Construction, Inc. of Grimes, Iowa in the amount of \$838,000.  
 Roll Call Vote:  
1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)
9. Public hearing on entering into a loan agreement and issuance of not to exceed \$8,350,000 General Obligation Urban Renewal Corporate Purpose Bonds, Series 2020B  
City Clerk Randy Pierce explained this is a public hearing to consider issuing General Obligation Urban Renewal Corporate Purpose Bonds not to exceed \$8,350,000. The issuance is to cover the costs associated with the construction of street improvements on 1<sup>st</sup> Ave. North and 8<sup>th</sup> Street.  
 Open hearing at 6:35pm  
 Comments: No one commented.  
 Closed hearing at 6:35pm
10. Resolution #05-18-2020 #04 EXPRESSING INTENT TO ENTER IN LOAN AGREEMENT, APPROVING PRELIMINARY OFFICIAL STATEMENT AND SETTING DATE FOR SALE OF GENERAL OBLIGATION URBAN RENEWAL CORPORATE PURPOSE BONDS, SERIES 2020B  
 Roll Call Vote:  
Y Boka Y Burns-Thompson 1 Duer Y Mertz 2 Willey (5-0)
11. Resolution #05-18-2020 #05 TO CONSIDER A SITE PLAN FOR MURPHY OIL  
Community Development Director John Shaw explained the applicant, Murphy Oil USA, Inc. is seeking site plan approval to demolish their existing facilities and construct a 1,400sf convenience store and fuel pump canopy on the same lot. The property is located on the northwest corner of 8<sup>th</sup> Street SW and 34<sup>th</sup> Avenue SW. The site will be turned 90 degrees on the lot with the C-store located on the west side of the lot and the fuel canopy located in the middle and eastern side of the lot. The Walmart sign is located on Murphy Oil property and located on a storm sewer easement. Walmart will need to address this issue but it does not concern this site plan approval.  
 Roll Call Vote:  
1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)
12. Request to waive sewer charges at 161 Willow Ridge  
City Clerk Pierce explained the City's Utility billing department has received a request to waive sewer charges of \$174.72. Council Member Jeremy Boka motioned to deny request stating he did not want to start getting involved in interior leaks.  
 Roll Call Vote:  
1 Boka 2 Burns-Thompson Y Duer Y Mertz N Willey (4-1)
13. Consider Consent Agenda  
Mayor O'Connor explained Council Member Willey requested to discuss and vote on item h separately.
- a) Allow Bills
  - b) Resolution #05-18-2020 #06 APPROVING THE TRANSFER OF FUNDS FOR BOND AND INTEREST PAYMENTS
  - c) Consider amendment to the professional services agreement with Snyder and Associates for NE 62<sup>nd</sup> Avenue Expansion Grading Project
  - d) Consider professional services agreement with Shuck-Britson, Inc. for 2020 Bridge Inspection Services

- e) Consider professional services agreement with Civil Design Advantage for Terrace Hills Golf Course Clubhouse
- f) Consider professional services agreement with Simonson & Associates Architects for Terrace Hills Golf Course Clubhouse
- g) Consider professional services agreement with Veenstra & Kimm, Inc. for North Water Tower
- h) item discussed separately below
- i) Set a public hearing for June 1, 2020, at 6:30pm to consider the amendment to City of Altoona FY 19/20 budget.
- j) Resolution #05-18-2020 #07 SETTING DATE A PUBLIC HEARING FOR JUNE 15, 2020, AT 6:30PM TO CONSIDER AN AMENDMENT TO THE CITY OF ALTOONA'S URBAN RENEWAL PLAN
- k) Beer and Liquor Permits
  - K1)Walgreen's - Class E Liquor License (LE), Class B Wine Permit (Carryout wine-Includes Native Wine), Class C Beer Permit (Carryout Beer), Sunday Sales
  - K2)Casey's General Store #2916 (170 36<sup>th</sup> Ave SW) - Class E Liquor License (LE), Class B Wine Permit (Carryout wine-includes Native Wine), Class C Beer Permit (Carryout Beer), Sunday Sales
  - K3)Casey's General Store #1938 - Class C Beer Permit (BC), Class B Wine Permit (Carryout wine-Including Native Wine), Sunday Sales

Council Member Willey motioned approval for consent agenda except for item h.

Roll Call Vote:

   Y Boka    Y Burns-Thompson   2   Duer    Y Mertz   1   Willey (5-0)

- h) Consider professional services agreement with Veenstra & Kimm, Inc. for Muchikinock Creek Trunk Sewer

Public Utilities Director Jim Utter gave a review of the agreement. City Administrator Jeff Mark, Council Member Willey and Mayor O'Connor discussed the scope of the project and the coverage of this agreement. Council Member Willey motioned approval.

Roll Call Vote:

   Y Boka    Y Burns-Thompson   2   Duer    Y Mertz   1   Willey (5-0)

14. Department Head Reports & Updates

The following gave updates: Police Department - Greg Stallman, Fire Department - Jared Ogbourne, Public Utilities - Jim Utter, Public Works - Scott Atzen, Engineering - John Dostart, Community Development - John Shaw, Finance - Randy Pierce, Administration - Jeff Mark

15. General Business & Updates

\*Council Member Kyle Mertz gave an update on the MPO.

\*Council Member Scott Duer gave an update on EPIC.

\*Council Member Elizabeth Burns-Thompson gave an update on the Altoona Chamber.

\*Council Member Willey asked for an update on the Townsend Community Center's parking lot and the 1<sup>st</sup> Ave. Pedestrian crossing. City Engineer John Dostart provided information for his questions.

\*Mayor O'Connor explained that MWA is working on getting the Spring Clean-up days rescheduled with Waste Management

16. Adjourn at 7:02pm

Roll Call Vote:

  1   Boka    Y Burns-Thompson   2   Duer    Y Mertz    Y Willey (5-0)

Attest to: \_\_\_\_\_  
Amy Hill, Secretary

\_\_\_\_\_  
Dean O'Connor, Mayor