

CITY OF ALTOONA COUNCIL MEETING  
MONDAY, MARCH 1, 2021, 6:30 P.M.  
AT THE ALTOONA CITY HALL  
Via Zoom  
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, Greg Stallman, Jared Ogbourne, John Shaw, John Dostart, Scott Atzen, Jim Utter, Jeff Bierl, Kim Kietzman, Amy Hill and City Attorney Bob Laden

**Audience Present:** none

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

Mayor Dean O'Connor requested to approve the agenda as presented.

**Roll Call Vote:**

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

3. **Approval of February 15 and 22, 2021 Council Minutes**

**Roll Call Vote:**

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

4. **Citizens request to address council**

None

5. **Public hearing to consider the FY22 proposed budget (Randy)**

City Clerk Randy Pierce explained the City of Altoona FY 22 budget has been prepared with no tax levy increase. This budget keeps our current levy of \$10.75369.

**Open hearing at:** 6:32pm

**Comments:** None

**Closed hearing at:** 6:32pm

6. **Resolution #03-01-2021 #01 ADOPTING THE CITY OF ALTOONA'S ANNUAL BUDGET FOR THE YEAR ENDING JUNE 30, 2022 (TAX RATE 10.75369)**

Council Member Vern Willey motioned approval subject to amending the 3-1-2021 Council Agenda rate which stated 10.775369 tax rate to reflect the correct of 10.75369 tax rate. Council Member Jeremy Boka seconded the motion.

**Roll Call Vote:**

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

7. **Public hearing to consider an amendment to the City of Altoona 2004 Codes of Ordinances - Chapter 162.02 (Housing Code)**

Community Development Director John Shaw explained the City adopted our current construction codes in 2018. The State of Iowa recently rescinded the requirement regarding dual sensor smoke alarms. The proposed amendment reflects the removal of this language from Chapter 162.02 from the City of Altoona Code of Ordinances. The State and City codes will still require regular smoke alarms.

**Open hearing at:** 6:34pm

**Comments:** None

**Closed hearing at:** 6:34pm

8. Ordinance #03-01-2021 #01 (570) TO AMEND THE CITY OF ALTOONA 2004 CODES OF ORDINANCES - CHAPTER 162.02 (HOUSING CODE)(1<sup>ST</sup> READING)  
 Roll Call Vote (1<sup>st</sup> Reading):  
2 Boka Y Burns-Thompson 1 Duer Y Mertz Y Willey (5-0)  
 Roll Call Vote(To waive 2<sup>nd</sup> & 3<sup>rd</sup> Reading):  
2 Boka Y Burns-Thompson Y Duer 1 Mertz Y Willey (5-0)  
 Roll Call Vote (To publish):  
2 Boka Y Burns-Thompson 1 Duer Y Mertz Y Willey (5-0)
9. Resolution #03-01-2021 #02 TO CONSIDER A PRELIMINARY PLAT FOR EDGEWOOD TRAIL PLAT  
Josh Trystad with Civil Design Advantage located 3405 Crossroads Dr., Suite G, Grimes, explained Meadowlands, LLC is seeking preliminary plat approval for Edgewood Trail. The property is located north of 1<sup>st</sup> Street East and north of the Sam Wise Youth Sports Complex. The development is 22.73 acres in size. The preliminary plat shows 56 single-family lots that are 70ft wide. Lot 4 will remain owned by the City.  
 Roll Call Vote:  
1 Boka Y Burns-Thompson Y Duer Y Mertz 2 Willey (5-0)
10. Ordinance #07-06-2020 #01 (549) VACATING AND SELLING CERTAIN PUBLIC PROPERTY IN THE INCORPORATED CITY OF ALTOONA (APPROXIMATELY 0.75 ACRES OF LAND FROM THE CITY OF ALTOONA TO MEADOWLANDS, LLC)(2<sup>ND</sup> READING)  
Director Shaw provided background on 1<sup>st</sup> reading and why the ordinance is ready to proceed now.  
 Roll Call Vote (2<sup>nd</sup> Reading):  
Y Boka Y Burns-Thompson 2 Duer Y Mertz 1 Willey (5-0)  
 Roll Call Vote(To waive 3<sup>rd</sup> Reading):  
2 Boka Y Burns-Thompson Y Duer 1 Mertz \_\_ Willey (5-0)  
 Roll Call Vote (To publish):  
2 Boka Y Burns-Thompson Y Duer Y Mertz 1 Willey (5-0)
11. Resolution #03-01-2021 #03 TO CONSIDER A SITE PLAN AMENDMENT FOR HY-VEE AISLES ON-LINE  
Director Shaw explained Hy-Vee is seeking a site plan amendment for the Hy-Vee Aisles On-line. The current site plan was approved in November of 2020. The new plan changes the building (it will now be 1,200 sf) and the drive lanes and stacking.  
 Roll Call Vote:  
Y Boka Y Burns-Thompson 1 Duer Y Mertz 2 Willey (5-0)
12. Consider request to waive the water utility bill for 1504 6<sup>th</sup> Ave. SE  
City Clerk Pierce explained the resident at 1504 6<sup>th</sup> Ave SE is asking council to waive water & sewer bill for 41,000 gallons. Council Member Willey motioned to deny. Council Member Boka seconded the motion.  
 Roll Call Vote:  
2 Boka Y Burns-Thompson Y Duer Y Mertz 1 Willey (5-0)
13. Consider request to waive red tag fee for 704 4<sup>th</sup> St. SE  
City Clerk Pierce explained the resident at 704 4<sup>th</sup> St SE is asking council to waive late fees and red tag fees for a total of \$15.57. Council Member Boka motioned approval to waive. Council Member Willey seconded the motion.  
 Roll Call Vote:  
1 Boka Y Burns-Thompson Y Duer Y Mertz 2 Willey (5-0)
14. Consider Consent Agenda  
 a) Allow Bills  
 b) Pay Apps  
 B1) Pay App - Edge Commercial LLC. - Terrace Hills Golf Course - \$359,951.23  
 B2) Change Request - Edge Commercial LLC. - Terrace Hills Golf Course - (\$8,638.00)

- c) Event Requests (recurring)
  - C1) Chamber of Commerce Business Trick or Treat, Oct. 21<sup>st</sup> from 5-7 pm
  - C2) Chamber of Commerce Wine & Craft Beer Fest, June 4<sup>th</sup> from 5-8 pm
  - C3) Hy-Vee Easter Egg Scramble, March 20<sup>th</sup> from 11-noon
  - C4) Hy-Vee Ladies Night, September 10<sup>th</sup> from 5-8 pm
- d) Consider approval of professional services agreement with Team Services for 1<sup>st</sup> Avenue North Reconstruction (Construction Testing & Inspection Services)
- e) Resolution #03-01-2021 #04 SETTING HEARING ON THE INTENT TO ACQUIRE AGRICULTURAL AND OTHER PROPERTY FOR SANITARY SEWER IMPROVEMENTS AND AUTHORIZE ACQUISITION OF THE NECESSARY PROPERTY INTERESTS THEREOF FROM VARIOUS PROPERTY OWNERS FOR THE MUCHIKNOCK CREEK TRUNK SEWER BY GIFT, NEGOTIATION, OR EMINENT DOMAIN
- f) Resolution #03-01-2021 #05 AUTHORIZING THE CITY OF ALTOONA TO SUBMIT AN APPLICATION FOR FUNDING FROM THE FEDERAL SURFACE TRANSPORTATION BLOCK GRANT PROGRAM (STBG) TO THE DES MOINES AREA METROPOLITAN PLANNING ORGANIZATION (MPO) FOR THE PARTIAL FUNDING OF THE RECONSTRUCTION OF 36<sup>TH</sup> AVE. NW FROM 8<sup>TH</sup> ST. NW INCLUDING INTERSECTION TO THE HUBBELL AVE. INCLUDING THE INTERSECTION, AND FURTHER APPROVING THE APPLICATION WHICH OBLIGATES THE CITY OF ALTOONA TO MATCHING FUNDS FOR THE CONSTRUCTION OF SAID PROJECT
- g) Beer & Liquor Permits
  - G1) Git N Go #47 - Class E Liquor License (LE), Class B Wine Permit (Carryout wine-includes native wine), Class C Beer Permit (Carryout Beer), Sunday Sale

Roll Call Vote:

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

**15. 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, Kim Kietzman - Library, IT - Jeff Bierl, Finance - Randy Pierce, Administration - Jeff Mark

**16. General Business & Updates**

\*Council Member Elizabeth Burns-Thompson provided an update on Altoona Area Chamber of Commerce updates.

\*Council Members and Mayor expressed their gratitude to Public Utilities Director Jim Utter for 34 years of service and wished him well with his upcoming retirement.

**17. Closed Session - Iowa Code 21.5c (Pending Litigation)**

Roll Call Vote (To enter into closed session):

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

Roll Call Vote (To return to regular meeting):

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

**18. Adjourn at 7:31pm**

Roll Call Vote:

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

Attest to:

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Amy S. Hill, Secretary

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Dean O'Connor, Mayor