

CITY OF ALTOONA COUNCIL MEETING
MONDAY, FEBRUARY 7, 2022, 6:30 P.M.
AT THE ALTOONA CITY HALL COUNCIL CHAMBERS

1. **CALL TO ORDER**

Roll Call at 6:30 pm

Mayor O'Connor- present
Boka - present

Burns-Thompson - present
Duer - present

Dunwoody- present
Willey - present

City Officials Present: Randy Pierce, Jared Ogbourne, Greg Stallman, John Shaw, John Dostart, Scott Atzen, Daniel Scott, Chad Quick, Jeff Bierl, Kim Kietzman, Amy Hill and City Attorney Bob Laden

Audience Present: Alex Payne, Adam McDaniels, Mackenie Bills, Ed Pelds, Steve Mosley

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

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

Roll Call Vote:

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

3. **Approval of January 17, 2022 Council Minutes**

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

Roll Call Vote:

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

4. **Citizens request to address council**

*Mackenzie Bills, 1102 Brookfield Dr., Altoona - introduced herself to council and those in attendance. She shared that she is running for Iowa House District 40 seat. She also conveyed some concerns that Altoona constituents shared with her as she has been going door to door.

5. **Public hearing to consider proposed property tax levy**

City Clerk Randy Pierce explained this is the first of two public hearings that are now required by state code. This public hearing establishes the total maximum property tax dollars and the maximum tax levy for the FY 22/23 for the city.

Open hearing: 6:34pm

Comments: No one came forward to speak.

Closed hearing: 6:34pm

6. **Resolution #02-07-2022 #01 APPROVING THE MAXIMUM PROPERTY TAX DOLLARS FOR FY 22/22**

Roll Call Vote:

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

7. **Public hearing to consider resolution for public improvement which may require acquisition of agricultural land**

Public Utilities Director Dan Scott explained this is a public hearing that is required when a public improvement project may require the acquisition of agricultural land. The North Water Tower Project will require the acquisition of additional property for the tower site. The attached resolution will approve the public improvements to be in the best interest of the City of Altoona and to authorize the City Administrator (staff) to proceed with the acquisition.

Open hearing: 6:35pm

Comments: No one came forward to speak.

Closed hearing: 6:35pm

8. **Resolution #02-07-2022 #02 TO HOLD HEARING ON THE INTENT TO ACQUIRE AGRICULTURAL AND OTHER PROPERTY FOR WATER SYSTEM IMPROVEMENTS AND AUTHORIZE ACQUISITION OF THE**

NECESSARY PROPERTY INTERESTS FROM VARIOUS PROPERTY OWNERS FOR THE NORTH WATER TOWER BY GIFT, NEGOTIATION OR EMINENT DOMAIN

Roll Call Vote:

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

9. Resolution #02-07-2022 #03 TO APPROVE A PRELIMINARY PLAT FOR HOWDLE SUBDIVISION (COUNTY PLAT)

Ed Pelds with Pelds Design Services, 2323 Dixon St., Des Moines, explained the property owners (Deb and David Howdle) are proposing to plat their property and split off one buildable home lot (lot 1). The purpose of the plat is to create a residential lot for the existing residence on site. The existing home on Lot 1 will remain as-is. Outlot "Z" to the north will also remain a pasture with a floodway running through it from north to south to the Mud Creek.

Roll Call Vote:

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

10. Resolution #02-07-2022 #04 TO APPROVE A FINAL PLAT FOR TUSCANY PLAT 6

Steve Mosley with Hubbell Realty Company (the owner), 6900 Westown Pkwy, West Des Moines, explained Hubbell is moving to the next phase of the single-family development in the Tuscany Development. They are platting 72 single-family lots on 4.1 acres. The plat will extend 17th Street SE. Outlot Z will be a city park and will be dedicated to the City of Altoona. Outlots X and Y will be open spaces owned by the homeowners' association. Council Member Scott Duer motioned approval subject to deficiency items.

Roll Call Vote:

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

11. Resolution #02-07-2022 #05 TO CONSIDER A RURAL PLAT OF SURVEY FOR MAUCH AT 8925 NE 62ND AVENUE

Economic Development Director Chad Quick explained this is a plat of survey to split off the 1.97-acre farmstead from the larger 75.38-acre farm parcel. Action by Altoona is required since this is within our two-mile review area.

Roll Call Vote:

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

12. Resolution #02-07-2022 #06 TO CONSIDER A PLAT OF SURVEY FOR PARCEL 2022-19 CONSISTING OF 0.25 ACRES OF LAND OWNED BY DOUGLAS J ESHELMAN REV. TRUST

Director Quick explained this is the first of two Plats of Survey (Parcels 2022-19 and 2022-20) for land near the Landus Co-op at the end of the rail spur. The Co-op is proposing to swap a 0.16-acre parcel for a 0.25-acre parcel owned by Eshelman. An aerial photo of the area is shown below. The swap will tie the Co-op piece to the existing co-op properties, and the Eshelman piece will abut other land owned by Eshelman.

Roll Call Vote:

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

13. Resolution #02-07-2022 #07 TO CONSIDER A PLAT OF SURVEY FOR PARCEL 2022-20 CONSISTING OF 0.16 ACRES OF LAND OWNED BY FC COOP II

Roll Call Vote:

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

14. Request to waive sewer fees of \$699.20 for 1929 Park Meadow Dr. SW

City Clerk Pierce explained the resident at 1929 Park Meadow Dr. had an outside frozen garden hose that caused a water leak that went unnoticed for a few days. Staff investigated the claim. Council Member Vern Willey motioned to approve the request to waive the sewer fees.

Roll Call Vote:

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

15. Consider request to waive late payment red tag fee for 727 27th St. SE
 City Clerk Pierce explained the resident at 727 27th St SE is requesting that the city waive the late fee and red tag fee. Council Member Jeremy Boka motioned to deny the request.
 Roll Call Vote:
1 Boka 2 Burns-Thompson Y Duer Y Dunwoody Y Willey (5-0)
16. Discuss personnel request for the Police Department
 *Council member Boka motioned that Police Department is able to hire two crime free housing officers and Fire Department is allowed to hire a fire marshal for the FY22-23. These positions will start July 1, 2022.
 Roll Call Vote:
1 Boka Y Burns-Thompson N Duer 2 Dunwoody N Willey (3-2)
17. Consider Consent Agenda
- a) Allow Bills
 - b) Pay Apps
 B1) Pay App - Synergy Contracting LLC. - 1st Ave. Reconstruction Phase II - \$42,427.93
 - c) Resolution #02-07-2022 #08 TO PURCHASE LAND BY WARRANTY DEED FOR CONSTRUCTION OF THE 1ST AVENUE RECONSTRUCTION PROJECT (LAUREN R. PATTERSON - \$1,540.00)
 - d) Resolution #02-07-2022 #09 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT FOR CONSTRUCTION OF THE 1ST AVENUE RECONSTRUCTION PROJECT (LAUREN R. PATTERSON - \$1,280.00)
 - e) Resolution #02-07-2022 #10 TO PURCHASE LAND BY WARRANTY DEED FOR CONSTRUCTION OF THE 1ST AVENUE RECONSTRUCTION PROJECT (ROBIN A. NOLLAN & CHRISTIN M. NOLLAN - \$1,800.00)
 - f) Resolution #02-07-2022 #11 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT FOR CONSTRUCTION OF THE 1ST AVENUE RECONSTRUCTION PROJECT (ROBIN A. NOLLAN & CHRISTIN M. NOLLAN - \$1,500.00)
 - g) Resolution #02-07-2022 #12 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT (CENTURYLINK COMMUNICATIONS LLC. TO PAY ALTOONA ECONOMIC DEVELOPMENT CORP. - \$21,500.00)
 - h) Resolution #02-07-2022 #13 TO PURCHASE LAND BY WARRANTY DEED FOR CONSTRUCTION OF THE 1ST AVENUE RECONSTRUCTION PROJECT (VANE C. OVERTURFF & MARLYNN M. OVERTURFF - \$1,805.00)
 - i) Resolution #02-07-2022 #14 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT FOR CONSTRUCTION OF THE 1ST AVENUE RECONSTRUCTION PROJECT (VANE C. OVERTURFF & MARLYNN M. OVERTURFF - \$1,500.00)
 - j) Resolution #02-07-2022 #15 TO PURCHASE LAND BY WARRANTY DEED FOR CONSTRUCTION OF THE 1ST AVENUE RECONSTRUCTION PROJECT (JILL E. FISHER & ALONSO D. ALAYOLA CACERES - \$1,800.00)
 - k) Resolution #02-07-2022 #16 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT FOR CONSTRUCTION OF THE 1ST AVENUE RECONSTRUCTION PROJECT (JILL E. FISHER & ALONSO D. ALAYOLA CACERES - \$1,500.00)
 - l) Resolution #02-07-2022 #17 TO PURCHASE LAND BY WARRANTY DEED FOR CONSTRUCTION OF THE 1ST AVENUE RECONSTRUCTION PROJECT (SCOTT A. JONES - \$1,685.00)
 - m) Resolution #02-07-2022 #18 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT FOR CONSTRUCTION OF THE 1ST AVENUE RECONSTRUCTION PROJECT (SCOTT A. JONES - \$1,400.00)
 - n) Resolution #02-07-2022 #19 TO PURCHASE LAND BY WARRANTY DEED FOR CONSTRUCTION OF THE 1ST AVENUE RECONSTRUCTION PROJECT (ZACHARY W. MERRILL & CATHERINE E. MERRILL - \$1,810.00)
 - o) Resolution #02-07-2022 #20 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT FOR CONSTRUCTION OF THE 1ST AVENUE RECONSTRUCTION PROJECT (ZACHARY W. MERRILL & CATHERINE E. MERRILL - \$1,500.00)
 - p) Resolution #02-07-2022 #21 ACCEPTING TEMPORARY CONSTRUCTION EASEMENT FOR THE MUCHIKINOCK CREEK TRUNK SEWER PROJECT (SUNNYBROOK MHC LLC. - \$11,186.00)

- q) Resolution #02-07-2022 #22 ACCEPTING PERMANENT UTILITY EASEMENT FOR THE MUCHIKINOCK CREEK TRUNK SEWER PROJECT (SUNNYBROOK MHC LLC. - \$32,665.00)
- r) Resolution #02-07-2022 #23 ACCEPTING TEMPORARY CONSTRUCTION EASEMENT FOR THE MUCHIKINOCK CREEK TRUNK SEWER PROJECT (SICULUS - \$1.00)
- s) Resolution #02-07-2022 #24 ACCEPTING PERMANENT UTILITY EASEMENT FOR THE MUCHIKINOCK CREEK TRUNK SEWER PROJECT (SICULUS - \$1.00)
- t) Removed for separate discussion and voting
- u) Removed for separate discussion and voting
- v) Resolution #02-07-2022 #25 APPROVING WRITING OFF OF RESCUE FEES FOR BAD DEBT ACCOUNTS - COLLECTION FEES FROM 10-1-2021 THRU' 12-31-2021
- w) Resolution #02-07-2022 #26 FIXING DATE FOR PUBLIC HEARING FOR MARCH 21, 2022, AT 6:30PM PRIOR TO PROJECT APPROVAL TO CONSIDER A PUBLIC IMPROVEMENT PROJECT WHICH MAY REQUIRE ACQUISITION OF AGRICULTURAL LAND
- x) Set a public hearing for Monday, February 21, 2022, at 6:30pm for plans, specifications, form of contract for Muchikinock Creek Trunk Sewer Project s)
- y) Beer and Liquor Permits
 - Y1) Casey's General Store #3789 - Class E Liquor License (LE), Sunday Sales
 - Y2) Dollar General Store #7234 - Class C Beer Permit, Sunday Sales
 - Y3) Caseys General Store #2870 - Class E Liquor License (LE), Class C Beer Permit, Class B Wine Permit, Sunday Sales

Council Member Boka motioned approval with items t and u and removed.

Roll Call Vote:

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

- 17. t) Consider approval of Professional services agreement with Kirkham Michael for 8th Street Widening from 8th Avenue SE to Falcon Dr. SE
 - u) Consider approval of Professional services agreement with Kirkham Michael for 8th Street Widening from Falcon Dr. SE to 14th Avenue SE
- Council Member Willey asked questions in regards to the increase in cost and what it included.
City Engineer John Dostart answered questions that council members had.
Council Member Willey motioned approval.

Roll Call Vote:

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

18. Department Head Reports & Updates

The following gave updates: Police Department - Greg Stallman, Fire Department - Lance Routson, Public Works - Scott Atzen, Public Utilities - Dan Scott, Engineering - John Dostart, Community Development - John Shaw, Economic Development - Chad Quick, Library - Kim Kietzman, IT - Jeff Bierl, Finance - Randy Pierce

19. General Business & Updates

*Council Member Willey shared that Des Moines Water Works CEO Ted Corrigan contacted him in regards to wanting to meet with the City of Altoona about regionalization of water services.

20. Adjourn at 7:22pm

Roll Call Vote:

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

Attest to:

 Amy S. Hill, Secretary

 Dean O'Connor, Mayor