

**CITY OF ALTOONA COUNCIL MEETING  
MONDAY, FEBRUARY 6, 2023, 6:30 P.M.  
at Altoona City Hall Council Chambers**

**1. Call to Order**

Roll Call at 6:30 pm

Mayor O'Connor- present

Burns-Thompson - absent

Dunwoody- present

Boka - present

Duer - present

Willey - present

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

**Audience Present:** Phyllis Murphy, Alex Payne, Jeff Nesvik, David Cusic, Don Timmins, and Cheryl Timmins.

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

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

**Roll Call Vote:**

2 Boka A Burns-Thompson 1 Duer Y Dunwoody Y Willey (4-0)

**3. Approval of January 16 & 23, 2023 Council Minutes**

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

**Roll Call Vote:**

2 Boka A Burns-Thompson Y Duer 1 Dunwoody Y Willey (4-0)

**4. Citizens request to address council - None**

**5. Public hearing for Monday, February 6, 2023 at 6:30 pm to consider maximum proposed property tax levy.**

City Administrator Pierce explained that 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 that the city will receive. It also sets the maximum tax levy for the FY 23/24 for the city. Since tax dollars are increasing over 2% we need a two-thirds majority approval (4 votes in the affirmative) by council to adopt the resolution.

**Open: 6:32**

**Close: 6:32**

**6. Resolution Approving the Maximum Property Tax Dollars for the Affected Levy Total**

**Roll Call Vote:**

2 Boka A Burns-Thompson 1 Duer Y Dunwoody Y Willey (4-0)

**7. Public hearing for February 6, 2023 at 6:30 pm to consider amendment to Chapter 24**

City Administrator Pierce explained as part of our review of all Codes and Ordinances, we noticed that the old duties of the "Park and Rec" Board are not necessarily in line with current expectations of Board members. Verbiage has been cleaned up as part of this process, to reflect current roles and duties of members.

**Open: 6:33**

**Close: 6:34**

**8. Ordinance Amending and Replacing Chapter 24**

Council Member Duer motion to approve this amendment.

Roll Call Vote: 1<sup>st</sup> reading

Y Boka A Burns-Thompson 1 Duer 2 Dunwoody Y Willey (4-0)

Roll Call Vote: waive 2<sup>nd</sup> and 3<sup>rd</sup> readings

Y Boka A Burns-Thompson 1 Duer 2 Dunwoody Y Willey (4-0)

Roll Call Vote: to Publish

Y Boka A Burns-Thompson 1 Duer 2 Dunwoody Y Willey (4-0)

**9. Public hearing for February 6, 2023 at 6:30 pm for plans, specifications and form of contract and estimated cost for Spring Creek Park South Pond Bank Stabilization Project 2023**

City Engineer John Dostart explained that this project will provide bank stabilization for the south Spring Creeks Park Pond. Seven firms bid on the project. The lower bidder is AVR Excavating of Prairie City, with a bid of \$399,607.25. The Engineer's estimate with contingencies is \$500,000. City staff reviewed the bids and recommended awarding to AVR Excavating.

Open: 6:35

Close: 6:35

**10. Resolution to Approve the Plans, Specifications, Form of Contract and Estimated Costs for the Spring Creek Park South Pond Bank Stabilization Project.**

Council Member Dunwoody motioned to approve this proposal.

Roll Call Vote:

Y Boka A Burns-Thompson 2 Duer 1 Dunwoody Y Willey (4-0)

**11. Resolution to Approve the Contract and Bond for the Spring Creek Park South Pond Bank Stabilization Project**

Council Member Willey motioned approval subject to City Attorney review of the contract and bonds

Roll Call Vote:

Y Boka A Burns-Thompson Y Duer 2 Dunwoody 1 Willey (4-0)

**12. Resolution Making Award of the Contract for the Spring Creek South Pond Bank Stabilization Project**

Council Member Duer motioned approval subject to City Attorney review of the contract and bonds

Roll Call Vote:

Y Boka A Burns-Thompson 1 Duer 2 Dunwoody Y Willey (4-0)

**13. Resolution Approving the Final Plat for the Altoona Homes Plat 1 (County Plat)**

John Shaw explained that the property owner (Donald Timmins) is proposing to plat his property and split off one buildable home lot, shown as Lot 1 (1.97 acres). The purpose of the plat is to create a residential lot. The Outlot X (37.89 acres) will remain agricultural. The bulk regulations are - 50' front yard setback, 50' rear yard setback, and 15' side yard setback. The lot has frontage on NE 88<sup>th</sup> Street and NE 50<sup>th</sup> Avenue. Per staff request, access will be provided only from NE 50<sup>th</sup> Avenue. Altoona does not currently have water in this area - it is served by Des Moines Water Works. Lot 1 will be served by the septic. A 36" wastewater line runs north to south through the west part of the Outlot X. On January 31<sup>st</sup>, 2023, the Planning and Zoning Commission voted 6 to 0 to recommend approval of the Final Plat.

Roll Call Vote:

1 Boka A Burns-Thompson 2 Duer Y Dunwoody Y Willey (4-0)

**14. Resolution Approving the Final Plat for the Eagle Knoll Estates Plat 2**

Jeff Nesvik, Civil Design Advantage explained the development, called Eagle Knoll Estates Plat 2, submitted a Final Plat for Eagle Knoll Estates Plat 2. The plat shows 10 single-family homes. The property is zoned R-1, and the bulk regulations require the minimum lot size to be 8,750 square feet. The minimum floor area will be 1,150 SF for one-story houses, and 1,350 SF for 2+ story houses. The minimum lot width is 70', minimum corner lot width is 85'. The site has access off 25<sup>th</sup> Avenue SW, which will be extended through the plat and connected with Meadow Vista South Plat 2. On January 31<sup>st</sup>, 2023, the Planning and Zoning Commission voted 6 to 0 to recommend approval of the Final Plat.

**Roll Call Vote:**

2 Boka A Burns-Thompson 1 Duer Y Dunwoody Y Willey (4-0)

**15. Resolution Approving the Site Plan for the Lineage Logistics Truck Parking - Site Plan re-approval**

Lorena Wasion with Snyder and Associates explained Master RE 6 LLC resubmitted a Site Plan for Lineage Logistics Truck Parking. They propose to extend the truck parking space by adding 76 new truck parking stalls. The total number of parking stalls including the addition will be 212, including 8 ADA-accessible stalls. Parking stall dimensions meet the ordinance. No updates were proposed to this Site Plan, and all deficiencies have been addressed. On January 31<sup>st</sup>, 2023, the Planning and Zoning Commission voted 6 to 0 to recommend re-approval of the site plan.

**Roll Call Vote:**

1 Boka A Burns-Thompson 2 Duer Y Dunwoody Y Willey (4-0)

**16. Resolution accepting a proposal from Synergy Contracting LLC in the Amount of \$86,926.00 for the Enabling Gardens Hydrant Project 2023**

City Engineer John Dostart explained that this project will provide four new water hydrants and is replacing one existing hydrant for plant watering in the Enabling Gardens. Quotes were requested from six firms. The low quote was received from Synergy Contracting for \$86,926.00. The budget for this project is \$77,500.00. This project does not have much that could be redesigned in it. The waterline service starts as a four-inch line that is reduced to a two-inch line and finally a one-inch line as the line tees off for each hydrant. As a result, rebidding the project is unlikely to result in better prices. If the City Council chooses to allocate additional funds toward this project, staff would recommend awarding this project to Synergy Contracting.

**Roll Call Vote:**

1 Boka A Burns-Thompson Y Duer 2 Dunwoody Y Willey (4-0)

**17. Consider Consent Agenda**

- a. Allow Bills
- b. Pay Apps
  - B1) Pay App - Landmark Structures - North Water Tower - \$5,472.00
  - B2) Pay App - Granite Excavating LLC - Townsend Park Watershed - \$166,250.00
  - B3) Change Order - Team Services - 1<sup>st</sup> Ave Reconstruction - \$894.80
- c. Resolution Approving Writing off of Rescue Fees - \$128,043.41
- d. Resolution to change certain addresses on 30<sup>th</sup> Street SE
- e. Supplemental Agreement No. 1 Kirkham Michael - For 8<sup>th</sup> Avenue SE to Falcon Dr SE
- f. Resolution to Approve an Application to the Community Forestry Grant Program
- g. Agreement for Professional Services - Rural to Urban Roadway Study with Bolton & Menk, Inc
- h. Consider approval of 2<sup>nd</sup> Annual 4<sup>th</sup> of July Parade - July 4, 2023

**Roll Call Vote:**

  2   Boka   A   Burns-Thompson   1   Duer   Y   Dunwoody   Y   Willey (4-0)

**18. Department Head Reports & Updates**

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

**19. General Business**

**20. Adjourn**

Attest to: \_\_\_\_\_  
Randy Pierce, City Clerk

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