

Minutes City of Mechanicsville  
REGULAR COUNCIL MEETING  
February 10, 2020

The Mechanicsville City Council met in regular session on Monday, February 10, 2020 at City Hall. Mayor Pro Tem Andrew Oberbreckling called the meeting to order at 7:00 p.m. Council members present for roll call were Dee Taylor, Amy Bishop, Andrew Oberbreckling, Adam Paidar and Jennifer Lester. Others present included Lonni Koch, Tyler Bauer, Jake Koch, Dirk Wieneke, Kerry Meyer, Jill and Ryan Hill, Yaneth Pena, Dan Baker, Pat Albaugh, Eric & Denice Dochterman, Brittany Rogers, Russ Strabala, Coleen Townsend, Ed Thompson, Becky Wheeler, Donna Paup, Brian Horak, Glen Weber, Pam Cavey, Nancy Kainz, and Sadie Stabenow.

**CONSENT AGENDA:**

Amy Bishop motioned, Jennifer Lester seconded to insert into January 6 minutes that PWD gave verbal recommendation to extend Dirk's probation, however, no action taken by council on 1/6/2020 as it was not on the 1/6/2020 agenda. Ayes all. Motion carried.

Amy Bishop motioned, Jennifer Lester seconded to change the order of two paragraphs stating that she read her statement after the employee was asked whether he wanted to go into closed session. Ayes all. Motion carried.

Amy Bishop motioned, Adam Paidar seconded to approve the consent agenda including the agenda, the minutes from 1/6/20 and 2/1/20 as modified above; finance reports, claims, and Bubba's Liquor License renewal. Roll call vote: Ayes: Oberbreckling, Taylor, Bishop, and Paidar. Nays: None. Abstain: Lester due to conflict of interest pertaining to liquor license. Motion carried.

The claims approved were as follows:

CAR QUEST AUTO PARTS	OPERATING SUPPLIES	\$82.15
ACE HARDWARE	MINOR EQUIPMENT	\$169.43
AIRGAS NORTH CENTRAL	OTHER CONTRACTUAL SERVICE	\$31.55
ALLIANT ENERGY	ELECTRIC/GAS EXPENSE	\$45.99
AMAZON.COM	OPERATING SUPPLIES	\$542.36
AMERICAN LIBRARY ASSOCIATION	ASSOCIATION DUES	\$175.00
BANKERS BANK	OPERATING SUPPLIES	\$332.68
BAUER, TYLER	TELECOMMUNICATIONS	\$30.00
BOUND TREE MEDICAL	MINOR EQUIPMENT	\$231.93
BRIDGE COMMUNITY BANK	OTHER CONTRACTUAL SERVICE	\$80.00
CAR QUEST AUTO PARTS	OPERATING SUPPLIES	\$202.04
CAREPRO PHARMACY	OPERATING SUPPLIES	\$124.89
CEDAR COUNTY SHERIFFS RESERVES	OTHER PROF SERV EXP	\$1,200.00
CEDAR COUNTY SOLID WASTE	PAYMENTS TO OTHER AGENCIES	\$1,188.00
COPPESS, LINDA	TELECOMMUNICATIONS	\$30.00
ENTWISLE, ANGIE	JANITORIAL EXPENSE	\$360.00
FELD FIRE CO INC_	ALLOWANCES - UNIFORMS	\$265.00
FIRE SERVICE TRAINING BUREAU	TRAINING	\$710.00

IOWA DEPARTMENT OF NATURAL RES	TRAINING	\$60.00
JOHN DEER FINANCIAL	MINOR EQUIPMENT	\$195.93
JOHNSON COUNTY AMBULANCE	OTHER PROF SERV EXP	\$200.00
LUKE OBERBRECKLING & SONS	OTHER CONTRACTUAL SERVICE	\$1,215.00
MECHANICSVILLE TELEPHONE CO	TELECOMMUNICATIONS	\$421.13
QUILL	OFFICE SUPPLIES	\$1,457.55
STATE HYGIENIC LABORATORY	OTHER PROF SERV EXP	\$374.00
THOMPSON TRUCK & TRAILER INC	VEHICLE REPAIR	\$526.74
TIPTON CONSERVATIVE & ADVERTIS	PRINTING & PUBLISHING EXP	\$696.16
PAYROLL	WAGES	\$10,680.33

**Total Receipts and Disbursements for month of January by fund**

Fund	Receipts	Disbursements
General	7,899.52	23,223.22
Road Use Tax	15,581.16	11,340.20
Employee Benefit	373.90	3,354.96
Local Option Sales Tax	8,643.60	
Library Trust Fund	13.02	
Ambulance Trust	5,369.68	7,783.21
Fire Trust Fund		4,900.00
Restricted Gift	57.66	
Debt Service	266.94	
Water Utility	8,801.09	4,712.93
Sewer Utility	13,416.41	4,9027.73
Solid Waste	10,418.53	8,956.12
Storm Water Utility	1,152.34	
Water Deposit	41.09	

**Receive visitors/public comment.** Ed Thompson addressed the council regarding the ice yesterday and the policy to remove snow on the weekend and it used to be that the snow removal would start before daylight.

**Public Hearing on recommendation from P&Z to change the Zoning from A-1 to C-2 and recommendation to extend Cedar Street to the east:**

Mayor Pro-tem opened the public hearing. The council listened to comments from the public with questions and answers being provided by Kerry Meyer, Jill and Ryan Hill including who will pay for the street, what type of street, what will business do for noise ordinance and scrap parts. The business is planning a 7am-5pm hours of operation, the building is positioned to face away from residents, trucks will be parked, no plans for any uncovered parts laying around, do not plan to use the alley, Cedar Street is the plan for main entrance with the semi's and dump trucks driving on the truck route. Storm drainage (manhole cover) will need to be raised before street can be constructed; residents would like something other than chip seal as it is not rated for heavy equipment. City will reuse survey previously done. It is the same street that semi's used for hauling livestock for several years. Question regarding environmental impact. Plan will be to use recycled oil to heat shop; no fuel on property. Resident believes strongly in personal property rights; fire protection in place and perhaps a privacy fence

or arborvitaes in back yard could be considered. Clean burn furnace with 4 employees that are dump truck drivers. Plan to have 2-3 guys in shop. Small business, low key, low impact. Construction business is done by 7 p.m. so the drivers would come back to shop, park truck and go home. Plans to complete facility in late fall 2020. Kerry Meyer stated when sold first part to Zippy's there were no questions. Zippy's is bigger than expected. He can't afford to cut hay 3 times a year on it. Probably could farm it, but feels Ryan would be a good neighbor, conscious about being a good neighbor and is looking forward to building in Mechanicsville. Hearing no other comments for or against the zoning change and the potential street extension, Adam Paidar motioned, Dee Taylor seconded to close the public hearing. Ayes all. The hearing was closed.

## **REPORTS:**

**Ambulance Report:** Lonni reported that the ambulance had 19 calls for the month of January, 10 ALS and 1 BLS, 2 refusals, 3 cancels. Tier with A5 1 time, A6 1 time, and LMVAS 1 time. Code 1 training at Kirkwood March 13-14 Lonni, Ron, Chino, Yaneth \$95-\$175 are planning to attend. Winter fire school in Ames Feb 29-March 1. Proposed an incentive increase of \$20 per person \$50 PM, \$45 AEMT, \$40 EMT, Driver \$35, Scene assist \$10 and various changes to the holiday schedule for New Years Day @ night; Christmas Eve Day @ night; Christmas Day @ night and New Years Eve day @ night. Expectation for approved training pay to include attendance at 50% of ambulance meetings/trainings, schedule sign up a minimum of 6 shifts per month, and new ambulance bid at a cost of \$221,161.

A-9 is 2006 and would be traded in. New improvements would be a Stryker power load system, 4 point harness system for seat belts, liquid suspension for smoother ride, pediatric chair, and added lights for visibility. Amy motioned to approve Code 1 training at Kirkwood, Jennifer seconded. Ayes all. Motion carried.

**Fire Report:** Jake Koch reported that Fire had 11 calls for January with 9 being medical assist, 1 canceled en route, 1 weather opened station for warming station. Upcoming events included McVFD Haz Mat training on Feb. 17, Jones Co Fire Association on Feb. 18, Radio Meeting in Tipton Feb 25, Springville Fire and Rescue Fish Fry Feb 28, Winter Fire School in Ames February 29-March 1, Jones Co EMA/E911 March 5 and Iowa Volunteer Fire Chiefs Workshop on March 28. Amy Bishop motioned to approve request for winter fire school at a cost of \$710 for 6 members to attend. Dee Taylor amended the motion to include hotel at \$91/night at 4 rooms and mileage and seconded by Adam Paidar. Ayes all. Motion carried. Polaris Side by Side ordered through grants and volunteer donations and fund raisers. Joe Smith retired after 25 years, and Chad Flory retired after 10 years. New member Tyler Bauer was approved with a motion by Adam Paidar and second by Dee Taylor. Ayes all. Motion carried. Fireworks fund is still needing donations for the 2020 fireworks show on July 4.

**Police Report:** The sheriff's office reported 3 welfare checks, 1 ambulance assist, 2 accidents property damage no injuries, 1 business alarm, 2 car unlocks, 10 traffic stops,

2 stop sign warnings, 2 head light warnings, 6 speed with 2 citations 4 warnings, 1 broke down car flat tire assist and business checks.

**Public Works Report:** Tyler requested that the city Amend Snow Emergency ordinance so that all vehicles would be moved off public roadways as it would be more efficient and the discussion asked about potentially plowing the alleys. The public works committee will work on proposal to bring back to next regular meeting.

**Right of way easements and encroachments by adjacent property owners** and snow plow damaging lawn decorations raises concern that the motion made (11/12/18) stating “existing items could stay but no new items” is not feasible to enforce as there is no documentation on what was existing as of that date. Public works committee will work on how to handle.

**Tractor replacement:** reported that the tractor was not safe to operate; can't load salt/sand. Has quote to replace with \$15,000 - \$18,000 trade in allowance for tractor with 7000 hours. Feels skid steer offers more stability, attachments include loader grapple, smooth bucket, and pallet forks. Can readily rent additional attachments as may be needed. Dee and Adam will address in PW committee.

**East Well house building:** Reported that the structure has failed, drain in floor failed, caused water to get under the floor, freeze, and then split building. Looking into options.

**Tool purchase allowance:** Reported that this was brought up last meeting, has tried making a list, the lack of tools is appalling; asking if could get a not to exceed number; items have been contracted out in the past and estimates the immediate need of around \$10,000 which includes a \$2500 for a welder, and \$2500 for a post driver. Committee will work on.

**Basic Wastewater Training \$480:** Dee Taylor motioned, Adam Paidar seconded to approve the training for Dirk. Ayes all. Motion carried.

**Vacation Feb 28-March 2:** Tyler will be gone. Dirk will be responsible for doing the water testing during his absence. Dee Taylor motioned, Jennifer Lester seconded to approve the absence. Ayes all. Motion carried.

**Administration report:** Clerk reported application to renew the website domain has been filed, 28E agreements prepared and being signed by townships, Perpetual Care Cemetery report was filed with the Iowa Insurance Division, the Census Bureau boundary and annexation survey was completed, P&Z minutes and recommendation included in packets, CF grant for park was submitted, parking violations notices applied to vehicles not moved during the snow emergency, annual update of the Multi-jurisdiction hazard mitigation plan is March 5 at 1; DOM aborted the new budget platform and went back to use of the Excel worksheet.

**Old business discussion and possible action on:**

**Request for no parking on one side of E South Street at dead end:** Discussion on possibly banking mailboxes, very tight and not able to plow due to the tightness. One side being no parking would help, but no parking on either side would permit mail boxes to stay where they are. Residents are wanting access year round for emergency vehicles. Dee Taylor motioned, Adam Paidar seconded to approve the first reading of the ordinance adding item 15 to the no parking zones that reads E South Street on both sides from Walnut Street to the east end of the street. Ayes all. Motion carried.

**Police Interviews and/or thoughts on potential 28E agreement:** Clarence has expressed interest concerning a possible 28E for a police sharing arrangement if council is interested in discussing; Lisbon Mayor is also discussing tonight at their council meeting to determine if Mechanicsville Public Safety and their committee could discuss potential sharing agreement. Some concerns over the cost to reestablish our own police department in the future; possibly still sharing with county or using reserves after we potentially hire someone. Clerk was asked to set up interview with the applicant for the Feb. 25 meeting.

**New business discussion and possible action on:**

**Colleen Townsend: Clarification on 40 feet or 60 feet right of way on E 2<sup>nd</sup> Street:** Council was provided copies of maps showing the legal 60 foot right of way and a sampling of recent surveys in the area and the conflicting map where 40 feet was marked. Colleen stated that she would like to make a deal with the city to purchase the North 20 feet of the E Second Street right of way just past Nancy and Kevin's. Unsure if there is any city infrastructure in the area. Will table to next meeting.

**Resolution 2020-04 change meeting time for regular meetings from 7:00 p.m. to 6:00 p.m.:** Dee Taylor motioned, Adam Paidar seconded to approve the resolution 2020-04. Roll call vote: Ayes: Andrew, Dee, Jennifer, Adam, and Amy. Nays: None. Resolution 2020-04 adopted.

**Ordinance 311 to change zoning from A-1 to C-2:** Some discussion about extending east Cedar Street and perhaps a privacy fence along the residential areas, and who will pay for, would it be acceptable to rock road for now. Dee Taylor motioned, Jennifer Lester seconded to approve the first reading. Ayes: Andrew, Adam, Dee, and Jennifer. Nays: Amy. The motion to approve the first reading passed.

**Resolution for proposed Cedar Street extension:** Kerry Meyer was asked about the potential of dedicating the south 60 feet of property to the city for the street. He stated he was planning to sell to Ryan as is. So further discussions would need to take place with Ryan to work out the details of a street. With the P&Z providing a recommendation to extend, further research will be done by the public works committee and brought back to next meeting.

**Nuisance abatement for house fire:** Dee Taylor motioned, Jennifer Lester seconded to provide a 90 day nuisance abatement notice for the house on Fourth Street that was involved with a fire in August 2019. Ayes all. Motion carried.

**Review budget draft, prioritize Local Option Sales Tax:** Considerable time and discussion on potential allocation of the local option sales tax with \$16,000 for fall zone replacement; \$10,000 for repairs and replacement of damaged equipment; \$20,000 ambulance, and \$25,000 public works. The remaining not being assigned at this time. The decrease in property valuations will result in less funds being available in the general fund

**City/City Attorney correspondence:** Amy Bishop requested for response to be in writing when feasible. No action.

**Posting agenda & minutes on website deadline:** Amy Bishop requested that items be posted to the website at same time as sent to the paper. The copy sent to the paper is not an approved copy of the minutes. Try to post a week to 10 days after they are approved.

**Earlier availability of meeting packets:** Amy Bishop requested packets be made available sooner. The deadline to add things to the agenda is currently noon on Friday before the meeting. No change in deadline.

**Discuss annual evaluations for city employees:** Amy Bishop stated that she requested the job descriptions to be in the packets and provided a sample evaluation form. Goals and expectations could be done, but not necessarily a number system; performance issues could be discussed but would be Mayor's responsibility in a format he would prefer.

**Tyler's 90 day review (3/14/2020):** Discuss when Mayor is back.

**Updating Employee Handbook:** Last time it was updated as a whole, it was done by an attorney in Des Moines. Clerk offered to check on costs with company in Cedar Rapids that specializes in Human Resource Consulting. General Government committee will review.

**PWD's purchasing abilities:** A copy of the purchasing policy was reviewed. Amy Bishop motioned, Jennifer Lester seconded to approve getting a city credit card for public works to purchase what he needs within his budget. Ayes: Amy, Jennifer. Nays: Adam, Dee, and Andrew. Motion failed.

**Time Clock Policy:** No specific policy. Time clock purchase was directed by city council and installed at the shop and is used by public works and police personnel. All hourly employees use a time card. Amy Bishop stated she was looking for consistency and uniformity in a policy. Dee and Andrew will review.

**Update on police chief applicants & vetting procedures:** Council reviews applications as a group, no change to what we have been doing.

**Discuss inconsistencies in personal cell phone reimbursement procedure:** Amy Bishop stated she was looking for consistency and uniformity in the policy and per item #7 requested Dirk Wieneke be allowed the \$30 stipend. Andrew pointed out that it also says reviewed annually and final decision is made by city manager of which city doesn't have. Amy motioned Adam seconded that Dirk be eligible for stipend. Ayes: Amy, Jennifer, Adam, Andrew. Nays: Dee. Motion carried.

**Answering machine for City hall:** Amy will find out cost of voicemail.

**Correspondence:** Senator Grassley sent an invitation to attend meeting on Friday, February 14 at the Tipton Fire Station regarding Cedar County business environment.

**Set next meeting date:** 02/25/20 6:00 p.m.

**ADJOURN:** There being no further business to come before the Council at this time, council member Dee Taylor motioned, Adam Paidar seconded to adjourn the meeting at 10:31 p.m. Ayes all. Meeting adjourned.

ATTEST:

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Linda K. Coppess, MMC

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David L. Furry, Mayor