

Regular Meeting Minutes – June 17, 2019
Ivan “Ike” Ackerman Council Chambers

A Regular Meeting of the Waverly City Council was held on June 17, 2019 at 7:00 P. M. at City Hall. Mayor Soash presided.

- A. Mayor Soash called the meeting to order.
- B. Roll Call
Present: Birgen, Drenkow, Kangas, McKenzie, Rathe, Sherer, and Waldstein
Absent: none
- C. Moved by Waldstein, seconded by Rathe to approve the agenda as presented.
Motion passed. Yes: 7 No: 0 Absent: 0
- D. Moved by Sherer, seconded by McKenzie to approve the May 20, 2019 study session meeting minutes and the June 3, 2019 regular meeting minutes
Motion passed. Yes: 7 No: 0 Absent: 0
- E. Proclamation
Moved by Kangas, seconded by Birgen to approve a proclamation congratulating the Lions Club on their 75th Anniversary.
Motion passed. Yes: 7 No: 0 Absent: 0
- F. Public Comments on Items Not on the Agenda
- Matthew Schneider commented that a study session on the traffic signals would be beneficial to everyone. He reflected on the Mayor’s earlier comments that morning on the radio program and proceeded to list examples of drastic items that have happened since the implementation of the 3-lane on Bremer Avenue that should cause the council members who had voted for it to bring it back for a re-vote. Schneider requested for Council to think about what is best for the people.
 - Jim Hundley voiced his frustrations that the 3-lane Bremer Avenue has caused his business in regards to money lost with paying wages to employees while they are stuck in traffic. Mr. Hundley also shared that additional time and work is being lost with citizens having to leave work earlier in order to try to get to appointments on time. He also questioned the length of time involved with getting this resolved and the costs involved with traffic studies and the retiming of lights. Finally, he shared his frustrations with getting his yard stakes replaced on his property after the 4th Street SW reconstruction project a few years.
 - Mayor Soash expressed his opinion on the validity of surveys and requested for Mr. Schneider to contact KWWL news when he meets with Governor Reynolds and the DOT in Des Moines. It was also mentioned that unless the Council, DOT, or City brings up the road diet that he doesn’t want it discussed.
- G. Consent Calendar
1. Pay Request from AHTS Architects for the Waverly Senior Housing- 420 Bldg. Project for the amount of \$3,002.95 to be paid by Waverly Senior Housing.
 2. Pay Request from Steege Construction, Inc. for the Waverly Senior Housing – 420 Bldg. Project for the amount of \$190,246.99 to be paid by Waverly Senior Housing.
 3. Pay Request from McClure Engineering Co. for the Waverly Municipal Airport Runway 29 Extension – Design/Bidding Services for the amount of \$6,483.00.
 4. Pay Request from Snyder & Associates for the 4th Street SW Reconstruction 2020 Project for the amount of \$16,775.47.
 5. Pay Request from Iowa Appraisal and Research Corporation for the Airport Land Acquisition 2012 for the amount of \$3,500.00.
 6. Purchase of Three (3) Traffic Signal Vehicle Detection Cameras from General Traffic Controls of Spencer, Iowa for \$56,550.00.

7. Class E Liquor License for Walgreens.
8. Class B Beer Permit for Waverly Heritage Days.

Moved by Birgen, seconded by Rathe to approve the Consent Calendar.

Motion passed. Yes: 7 No: 0 Absent: 0

- Staff informed Council that the Traffic Signal Vehicle Detection Cameras are replacements to the existing cameras and are a capital item that were within the original budget. As long as the item is within the original set budget, they have been placed on the Consent Calendar. If the capital item is over budget or an emergency item, then, it is placed on Regular Business.

H. Regular Business

1. Moved by Drenkow, seconded by Sherer to approve Resolution 19-104, approving a Professional Services Agreement with Midland GIS Solutions, LLC. for the data collection, creation and construction of a utility GIS program for the amount of \$211,564.00.

Motion passed. Yes: 7 No: 0 Absent: 0

- Midland GIS Solutions' Business Development Director Erin Allen informed the Council that the data collection and GIS system would allow to survey and do collection on the sewer, water, and storm water systems which would include both top side inspections on the structure from a condition assessment standpoint and a drawing in the GIS environment that would be conducive to asset management, daily operations and maintenance, economic development as well as being in a format that engineering can use for design and building standards. Eventually, the system will be expanded to other departments, and training to city staff will be provided.

2. Darwin Rittgers and Jes Hamilton of the Waverly Heritage Days Committee updated Council on the 2019 celebration events and dedicated a bench that was made from the oak tree that was removed in front of City Hall to the City.

- After nearly unanimous requests, all of last year's acts have been brought back to this year's festival. Some of the family events have been expanded to include a superhero factor to the princess party. The US Army and Airforce will have full displays and interactive activities for kids and youth. Friday night's Hall of Fame inductees will be East Bremer Diner, KWAY radio, and recognizing the 75 years of the Lion's Club. The grand marshals for the parade this year will be Steve Corson and Tab Ray. There will be yoga in the park for three days including glow in the dark yoga Thursday night at Kohlmann Park. This year's fireworks will be set off on the tractor pull area. They have increased the number of food vendors which will be spread out across the grounds. Volunteers are still needed and can sign up by either contacting Jes Hamilton directly, utilizing their Facebook site with a sign-up page or emailing at waverlyheritagedays@gmail.com. Waverly's Heritage Days are always the 3rd weekend in July. They are working with the Chamber and the Waverly Newspaper to put on a scavenger hunt which would entail 10-12 Heritage Days posters being distributed to various downtown businesses during the first week of July. Individuals are giving a week to ten days to locate the posters and then, submit their paperwork to the Newspaper for a drawing with the winners being announced Thursday night at Kohlmann Park.

- After being presented with the opportunity to take care of the management of what to do with the Bur Oak logs, they contacted Bruce Smith from Cedar Falls who has agreed to make various items for Heritage Days like key chains, cutting boards, book markers, and clocks. Also, he recently made mantles and shelving for the Sturdevant house. After

previous conversations with former Leisure Services Director Tab Ray, it was expressed that something should be made for City Hall which Mr. Smith made a bench as a memento of the tree for Heritage Days to gift to the City with a commemorative plaque. Mr. Ruttgers also presented the Mayor with a gavel that was made from the tree.

3. Moved by Birgen, seconded by Sherer to approve Resolution 19-102, approving a Bond Disclosure Policy for the City of Waverly.

Motion passed. Yes: 7 No: 0 Absent: 0

• This disclosure policy puts into a document what we have been doing and will continue doing regarding meeting certain standards as related to primary and continuing disclosure, and after the recent bond sale, it was recommended by our bond attorneys at Ahler's & Cooney to have this in place.

4. Moved by Rathe, seconded by Kangas to approve Resolution 19-91, approving a Development Agreement with 4 Queens Real Estate, LLC and accepting deed for Parcel FF containing 0.35 acres for the total amount of \$7,100.

Motion passed. Yes: 7 No: 0 Absent: 0

• On the backside, the parking lot has been installed, and instead of steel bollards, the City will be using limestone blocks. With the City having the deed, they can continue developing the area with an extended bike trail, a shelter that fits the South Riverside Park's renovation look, and sidewalk access to the river. Parking along the street in front of the building won't be allowed, and the right turn lane has been painted. There should be enough space for car stacking, but fire station access will have to be monitored.

5. Moved by McKenzie, seconded by Birgen to approve Resolution 19-103, Approving Fiscal Year 2019 Transfers.

Motion passed. Yes: 7 No: 0 Absent: 0

• Every year Council approves the transfers, but this year, the City Finance Committee requires the approval to be done by resolution. The ones that are listed are the ones we know for sure will be done. If any others are needed, then, they will be handled on July 1st. This change also requires the transfers be approved by resolution when the budget is approved.

6. Moved by Waldstein, seconded by Rathe to approve Resolution 19-105, Appointing UMB Bank, N.A. of Kansas City, Missouri, to Serve as Paying Agent, Bond Registrar, and Transfer Agent, Approving the Paying Agent and Bond Registrar and Transfer Agent Agreement and Authorizing the Execution of the Agreement.

Motion passed. Yes: 7 No: 0 Absent: 0

• This bank will process the payments, escrow, bookkeeping and transfers and take care of things after the bond sale.

7. Moved by Sherer, seconded by Birgen to approve Resolution 19-106, Amending the "Resolution Authorizing the Issuance of \$3,500,000 General Obligation Bonds, Series 2019, and Levying a Tax for the Payment thereof", Passed and Approved on March 4, 2019, by Substituting a New Resolution therefor, Authorizing and Approving the Issuance of the Bonds, and Levying a Tax for the Payment thereof and Approving the Tax Exemption Certificate and Continuing Disclosure Certificate.

Motion passed. Yes: 7 No: 0 Absent: 0

8. Moved by Birgen, seconded by Rathe to approve Resolution 19-107, Approving Contract with AHTS Architects for Design Services for the Bremer Avenue Streetscape.

Motion passed. Yes: 7 No: 0 Absent: 0

- On October 22, 2018, Council discussed the features they would like to have incorporated into the Streetscape, but due to needing it to be approved in the budget has caused the delay. Preliminary suggestions were presented to act as placeholders with the final suggestions and corrected drawing that doesn't contain bike lanes will be brought back to Council at a later time. The streetscape committee consists of City Staff including staff from the Parks Department, Chamber members, and various downtown owners. The Economic Development office will take comments of others who want to express their opinions. Some of the streetscape items have been completed through the Bremer Avenue Reconstruction project. They will inventory what they currently have and make sure there is a consistent look. The feedback of the downtown merchants who will be directly impacted is desired. Staff is considering having a public forum to allow the public to give their input. Having benches and planters on the sidewalks can help serve as barriers to protect pedestrians. It was mentioned that having location signage downtown and throughout the city would help citizens and visitors.
 - Councilmember McKenzie shared that Main Street Program in Iowa created an Exchange Program where Waverly's Main Street gets 5-6 volunteers to be secret shoppers for another town's Main Street. His experience was comforting and inviting, and he could see where the other town had incorporated a lot of what we are looking at doing. He also noticed that at every street corner there were two-sided attractive displays of historical photos of the town.
9. Moved by Birgen, seconded by Drenkow to approve Resolution 19-108, accepting a Sanitary Sewer Main Easement from Robert Denny and authorizing payment of \$31,730 to Robert Denny pursuant to the Development Agreement.
Motion passed. Yes: 7 No: 0 Absent: 0
- Since the Economic Development Commission had noticed the situation of not having an extension to serve the adjacent undeveloped property, a development agreement with Robert Denny was proposed to install an extension of a sanitary sewer main across his property from 4th Street SW and easterly to serve adjacent undeveloped property. The main has been installed and the City has received and will be recording the permanent easement.
10. Moved by Drenkow, seconded by Waldstein to approve Resolution 19-109, Approving an Application to the Iowa Department of Transportation for State Recreational Trails Funding and Directing Execution of Said Application by the Waverly City Council with a 25% (\$74,000.00) local match.
Motion passed. Yes: 7 No: 0 Absent: 0
- This project involves constructing the last ½-mile section of the Rolling Prairie Trail through Waverly along 10th Avenue SW from Heritage Way to 16th Street SW and is slated for FY 2021 with the hopes of being approved for funding. If awarded, the full amount of state funding would be about \$220,500 with a local match of \$74,000 compared to the INRCOG's funding of \$184,000 with a local match of \$110,000. Additionally, it would keep the INRCOG funds local and available for another 6-county project.
 - The D.O.T. is paving wide shoulders on both sides of Hwy 3 from Waverly to Shell Rock so upon completion of this project in 2021, there will be a 40-mile hard-surface trail system from Bristow to Allison to Clarksville to Shell Rock to Waverly to Denver to Readlyn.
11. Moved by Drenkow, seconded by Kangas to approve Resolution 19-110, Approving Amendment No. 3 for Engineering Services with McClure Engineering Company of Clive,

Iowa for 20th Street NW Improvements 2020 for a Not-to-Exceed Amount of \$64,000.00 to develop the Plans, Specifications, and Bid Package as Explained in the Agreement.

Motion passed. Yes: 7 No: 0 Absent: 0

12. Moved by Sherer, seconded by Waldstein to approve Resolution 19-111, Approving Change Order No. 1 for the Exchange Building Renovation portion of the South Riverside Park Improvement Project – Phase 1 for Mätt Construction of Sumner, Iowa for the amount of \$8,104.50 for Option 2.

Moved by Kangas, seconded by Waldstein to postpone Resolution 19-111, Approving Change Order No. 1 for the Exchange Building Renovation portion of the South Riverside Park Improvement Project – Phase 1 for Mätt Construction of Sumner, Iowa for the amount of \$8,104.50 for Option 2 until June 24, 2019.

Motion passed. Yes: 7 No: 0 Absent: 0

- Upon excavating outside of the Exchange Building, a pit was discovered that has a trap door inside the building that was believed at one time to be used for maintenance of the scale. The two options are: 1) remove mud and existing material, drill holes in the bottom, fill with limestone, and place deck on top 2) remove mud and existing material and utilize existing piers and footings in the pit for structure of the deck. Option 1 could have issues with ground water and the rock fill would be subject to frost, and it's heaving could affect the deck.

- Council expressed concerns with the wood deck in regards to maintenance, frost/slipperiness, water draining through the deck to the area below, vermin getting below, and the lifespan of the deck. The wood deck was to represent the old scale and have similar strength, look, and maintenance as a bridge deck. Staff will check with the architect to verify the type of maintenance involved and to see about the option of a concrete slab instead of a wooden deck.

- The Historic Preservation Commission has shown great interest in having this building restored as best as possible.

13. Moved by McKenzie, seconded by Waldstein to approve the Mayoral Appointments of Paula Stevenson- reappointed on the Economic Development Commission for a term ending July 2022, Troy Miller- reappointed on the Economic Development Commission for a term ending July 2022, and Mark Hanawalt- reappointed on the Economic Development Commission for a term ending July 2022.

Motion passed. Yes: 7 No: 0 Absent: 0

I. Reports from Boards and Commissions

1. Monthly Financials; May, 2019; Received into record.
2. Bremer-Waverly Law Enforcement Board Minutes; June 10, 2019; Received into record.
 - They have a schedule for the replacement of the HVAC systems with several a year so budgets aren't impacted too much, but with the building getting older, there will be more maintenance items coming up that will need to be addressed and discussed whether or not to keep a fund on an ongoing basis with cash reserves or if money will have to be borrowed.
3. Waverly Senior Center Calendar; June, 2019; Received into record.
4. Waverly Public Library Board of Trustees Minutes; May 14, 2019; Received into record.

J. Staff Comments

- There were none.

K. City Council Comments

- Staff informed Councilmember Waldstein that the timing of the traffic lights were completed last week. She also reconfirmed that the traffic study is a good practice to know the streets and

traffic flows, and even though it will include Bremer Avenue, it is more comprehensive. Staff informed Council that the study will cover the 4th Street SW corridor, every signalized intersection, and other intersections. The intent is to have the study completed while school is in session, after the Cedar River Parkway is complete, and before construction projects begin. Even though there have been some targeted studies done over the last few years, the last comprehensive study was completed before 2009.

- Staff informed Councilmember Sherer that it is anticipated for the Cedar River Parkway to be complete in August. The frequent rain showers are providing opportunities for the contractors.

- Staff informed Guest Councilmember Cashman that the Adams Parkway Bridge reopening is still slated to be complete and reopened on June 28th. Ms. Cashman also noted that it is unrealistic to expect to have 0 accidents on Bremer, and the walkability study she participated in showed that with 20-25 mph speeds 9 out of 10 people hit by a car will live compared to 9 out of 10 people who will die when the speed is over 30 mph.

- Staff informed Councilmember Rathe that there have been conversations with the contractor doing the concrete work at the dog park to do the ped ramps at the high school and West Cedar which will cost about \$7,000.00-8,000.00. Councilmember Rathe also reflected on conversations she has had with the public both pro and against the Bremer Avenue 3-lane after the last Council meeting in regards to not allowing bullying and to keep trying to make the best decisions for the community.

- Councilmember Birgen has arranged to have a fireworks' listening post at the WAVP on Tuesday, July 2nd, at 6:00 pm to hear public comments regarding how they feel our current fireworks law is working.

- Councilmember Kangas noted that he is receptive to hearing different perspectives regarding the Road Diet.

- Councilmember McKenzie also welcomed hearing factual not anecdotal information from the public.

L. Mayor's Comments

- Mayor Soash further explained the reasoning for his previous comments during Public Comments as being a response to seeing their mission to meet with the Governor and DOT in Des Moines and to have the actual source figure out the information not the Council.

M. Executive Session

1. Moved by McKenzie, seconded by Waldstein to enter into Executive Session to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.

Motion passed. Yes: 7 No: 0 Absent: 0

Moved by Birgen, seconded by Kangas to reenter into open session.

Motion passed. Yes: 7 No: 0 Absent: 0

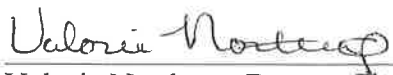
O. Moved by Kangas, seconded by Birgen to adjourn the meeting. Motion passed and the Council meeting adjourned at 10:13 P.M.

Yes: 7 No: 0 Absent: 0



Dean Soash, Mayor

ATTEST:



Valorie Northrup, Deputy City Clerk