

Regular Meeting Minutes – August 19, 2019  
Ivan “Ike” Ackerman Council Chambers

A Regular Meeting of the Waverly City Council was held on August 19, 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 Birgen to approve agenda as presented.

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

D. Moved by Sherer, seconded by Rathe to approve the August 5, 2019 regular meeting minutes.

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

E. Public Hearing

1. This was the date, time, and place for a public hearing for the Waverly Health Center Expansion Project site plan review and amendment.

- **There were no oral or written public comments.**
- **The Public Hearing was then closed.**

Moved by Kangas, seconded by Waldstein to Approve Resolution 19-133, approving the site plan for the Waverly Health Center Expansion Project as a planned development amendment pursuant to the Waverly Zoning Code Section 100.17.05.

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

- Waverly Health Center CEO Jim Atty and COO Heidi Solheim shared highlights of the project. There will be an extension that will come off the southwest side of the building. This will house predominantly new clinic space and a new emergency room. The current emergency services area dates back to 1964. There will be 30,000 square feet of new build, and there will be heavy renovation in 40,000 square feet of the area behind the new build. There will be new parking added to the red parking lot which will be used for the emergency department and employee parking. Waverly Health Center is looking forward to becoming better neighbors by decreasing the number of employees that need to park on the side streets. Way finding and better flow to the emergency room is an important part of the design. There will be two new entrances that will help you see exactly where you need to go. Emergency Room efficiency will increase. There will be drive-in / drive-out ambulance trauma bays. The goal is to get the majority of out-patient services in one area. There will be an expansion to the Christophel Clinic.

- There will be 125 additional parking spaces and many of those will be dedicated to staff parking. Due to the location of the railroad tracks, it would likely present issues to add east / west stop signs on 2<sup>nd</sup> Avenue SW and 10<sup>th</sup> Street SW. It is expected that travel behind the hospital will continue to be allowed. Staff will look into adding this area to the traffic study scheduled for the spring of 2020. The hospital is an important amenity to the city.

F. Proclamation

1. Moved by Birgen, seconded by Sherer to approve a proclamation that proclaims September as Hunger Action Month.

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

- The Community Garden harvests are used for the Northeast Iowa Food Bank. The Waverly Senior Center serves meals. The need has not decreased, however, the ability to meet the need has increased.

G. Public Comments on Items Not on the Agenda

- Matthew Schneider expressed concern regarding who the City chose to conduct a housing study and why a Council of Governments would conduct it.
- Miguel Chavez commented that Vineyard Church is a place of food distribution every Tuesday (except the 2<sup>nd</sup> Tuesday). Lines begin at 5:00 p.m. and distribution begins at 6:00 p.m. Volunteers are always needed.
- Adam Hoffman added that St. Paul's Lutheran Church provides a community meal known as the St. Café Meal every Monday, and Peace United Church of Christ offers a community meal every Thursday.
- David Fredrick shared a life lesson to go slow because every change brings more change with unforeseen consequences. He also listed reasons why Waverly is such a fantastic place to live. He further commented on the need for housing.

H. Consent Calendar

1. Pay Request from AHTS Architects for the Waverly Senior Housing- 420 Bldg. Project for the amount of \$3,003.25 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 \$76,592.35 to be paid by Waverly Senior Housing.
3. Pay Request from McClure Engineering Co. for the Waverly Municipal Airport Runway 29 Extension – Construction Administration Services for the amount of \$1,151.21.
4. Pay Request from McClure Engineering Co. for the Waverly Municipal Airport Runway 29 Extension – Construction Administration Services for the amount of \$5,876.49.
5. Pay Request from McClure Engineering Co. for the 20<sup>th</sup> Street NW Improvements 2020 for the amount of \$35,077.50.
6. Pay Request from Snyder & Associates for the 4<sup>th</sup> Street SW Reconstruction 2020 Project for the amount of \$29,786.09.
7. Pay Request from Snyder & Associates for the 10<sup>th</sup> Street SW Improvements 2020 for the amount of \$4,145.16.
8. Pay Request from WHKS & Co. for the Adams Parkway Bridge Repairs 2019 for the amount of \$4,713.88.
9. Pay Request from Josh's Construction for the Sanitary Sewer Manhole Rehab 2019 for the amount of \$11,115.00.
10. Pay Request from Kluesner Construction for the Crack Cleaning and Filling 2019 for the amount of \$10,877.50.
11. Change of ownership for Walgreens #12148.
12. Cash Disbursements for July, 2019.

Moved by Drenkow, seconded by Waldstein to approve the Consent Calendar.

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

I. Regular Business

1. Determine whether the Council should set date for discussion of a project to reconfigure Bremer Avenue/Hwy 3 to a four-lane configuration.
  - Councilmember Kangas explained that he wanted to take another look at this topic in order to examine the data and the background information linked to the data for crash reductions, paint / re-paint, traffic lighting, the upcoming traffic study, and comments that have been shared back and forth, etc. Kangas expressed that he would like to possibly reconsider last year's decision of configuring a 3-lane, not a 4-lane.

- Council will need to decide whether they would like to have a new initiative to start a project for possibly changing it back to a 4-lane configuration. The process under the Council Rules and Procedures was explained to the public. The traffic study will touch upon the optimization of traffic signals with more adaptive signals, coordination between the signals, and level of service. There may be danger in looking at old data and trying to re-evaluate it. It is necessary to set standards before you collect the data. Looking at the Parkway's impact will need a minimum of three or six months to evaluate. Dealing with inaccurate information is another issue that the traffic study will help with. There was a consensus to go back and look at this issue once the traffic study is completed in the spring of 2020. A good time to talk about the reconsideration is when we set the perimeters of the traffic study. Council will be able to give input to the traffic study perimeters. It was also identified that the consultant should be determined through an RFP method. Timing would be to have a discussion at the September Study Session, a vote in October, have contract to Council in December, and complete the traffic count in April. There should be a 5 or 6-person committee when looking at the RFP method. This method does extend the timeline, but with not much cost added.
- 2. Moved by Drenkow, seconded by Sherer to approve Resolution 19-136, Setting the Public Hearing date for September 9, 2019 at 7:00 p.m. in the Council Chambers of City Hall for the approval of a transfer of unused right of way parcel from the Cedar River Parkway project to Timothy and Jodi Griggs pursuant to the purchase contract.  
**Motion passed. Yes: 7 No: 0 Absent: 0**
- 3. Moved by Sherer, second by Birgen to Set the Public Hearing date for October 7, 2019 at 7:00 p.m. in the Council Chambers of City Hall to review the East Bremer Avenue Sanitary Sewer Extension 2019 project Plans, Specifications, Form of Contract and Estimated Cost.  
**Motion passed. Yes: 7 No: 0 Absent: 0**
  - This is an unbudgeted item and staff is looking at funding the project out of sewer revenue, the TIF amendment, and special assessments.
- 4. Moved by Rathe, seconded by Birgen to approve the First Reading of Ordinance 1065, an Ordinance approving the Policy Statement, Connection Fee Schedule, and Connection District Plat for East Bremer Sanitary Sewer Extension 2019 Project and Setting September 9, 2019 at 7:00 P.M. in the Council Chambers of City Hall as the date, time, and place for a Public Hearing.  
**Motion passed. Yes: 7 No: 0 Absent: 0**
  - This fee would only be charged if someone connected to the sewer. This is to promote development on the east part of the City. Connection fees are determined through the figuring of the original installation costs, consideration of past projects, and reasonable amounts. Titan is subject to higher fees since they have a larger property. Currently, the neighbors would need to go under the road to hook in to septic services. Septic services will likely come later.
- 5. Moved by Birgen, seconded by Rathe to approve Resolution 19-134, approving the recommendations from the Review Committee and awarding façade grants in the total amount of \$77,794.67 to the following recipients:

Gerald Woodin	\$8,730.00
Paula and David Stevenson	\$14,000.00
Root Enterprises, LLC	\$14,000.00
John Rieger Trust	\$1,833.67
Waverly Real Estate, LLC	\$14,000.00

Mission Properties, LLC \$14,000.00  
Crawdad Burrow, LLC \$7,500.00  
Bo Ellison/Cynthia Hendrickson \$3,731.00

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

- The first of two rules were that one recipient was not allowed to be awarded more than \$14,000 and no more than 50% of the entire project. Crawdad Burrow, LLC was the exception due to the design of the awning. There were no descriptions of how the decisions were made since each project was so different from the others. The reasons some projects were not approved were: one already had their project complete, one was not on Bremer Avenue, and one was for the replacement of an existing sign not a façade. The committee reviewed applications, estimates, pictures and proposals. Some store fronts had more “need” than others. Next year, we should include criteria in order to base decisions on. Applications were the same for each applicant. Consideration to design standards was given. There was a variety of different designs and looks. Some tried to match what they already had.

6. Moved by Drenkow, seconded by Waldstein to approve Resolution 19-135, approving the quote for the completion of a basketball slab at Rolling Hills Park from Feldman Concrete of Dyersville, Iowa in the amount of \$7,980.00.

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

- Funding is coming from the capital fund.

J. Reports from Boards and Commissions

1. Golf Commission Minutes; May 14, 2019; Received into record.
2. Golf Commission Minutes; June 11, 2019; Received into record.
3. Airport Commission Minutes; June 13, 2019; Received into record.
4. Leisure Services Commission Minutes; June 20, 2019; Received into record.
5. Monthly Financials; June, 2019; Received into record.
6. Monthly Financials; July, 2019; Received into record.
7. Golf Commission Minutes; July 9, 2019; Received into record.
8. Ball Diamond Task Force Minutes; July 22, 2019; Received into record.
9. Waverly Senior Center Calendar; August, 2019; Received into record.

K. Staff Comments

- Leisure Services Director Garret Riordan announced that the Municipal Swimming Pool closed for the season with the last day being August 17. The guest count for this season’s daily attendance was 16,675. The 5-year average is 16,000 – 20,000. We were down about 1,000 from last year’s attendance. There were 18 days that had 25 or fewer guests. The dog swim was August 18 with 96 dogs in attendance. Dog swims are common throughout swimming pools.
- City Engineer / Public Works Director announced that the Cedar River Parkway Dedication and Grand Opening will take place tomorrow (Tuesday, August 20) at about 10:30 a.m. Ribbon cutting will be between 10:30 and 10:45 a.m., and then, it will be open to the public.
- City Clerk Carla Guyer announced that there are 2020 US Census employees in the area.

L. City Council Comments

- Councilmember Waldstein thanked Mike Cherry and all the staff for all the work that was done on the Cedar River Parkway.
- Councilmember McKenzie commented that he feels the recent PSA updates have been helpful and useful.

- Councilmember Birgen mentioned a complaint regarding traffic on 1<sup>st</sup> Street SE, just east of the cemetery. There are people speeding through that neighborhood and to keep an eye on that neighborhood. Birgen also invited anyone that would like to discuss City business to the Pour House after the City Council meeting.
- Councilmember Kangas reminded everyone to be cautious and alert with school coming back into session.
- Councilmember Rathe was informed that the ped ramps at the two schools are scheduled to be completed this week.
- Councilmember Sherer expressed appreciation for the ball diamond task force report.

M. Mayor's Comments

• Mayor Soash commented that there should maybe be a stop sign at 2<sup>nd</sup> Street NE and Cedar Lane trail system. There is a gate at 8<sup>th</sup> Street that interferes with fishing access. Staff is waiting for the grass and the park system to be re-established. The secondary boat ramp is now City property. The City did not receive funding for the last ½ mile of the trail along 10<sup>th</sup> Avenue, but will re-apply next year. We were awarded \$231,000 for housing rehab., through a CDBG grant. There are three cameras that were installed last spring and maintained by INRCG. They count pedestrians on the trail, and the Leisure Services Director will report on that at the next meeting.

N. Moved by Waldstein, seconded by Rathe to adjourn the meeting. Motion passed and the Council meeting adjourned at 9:02 P.M.

Yes: 7      No: 0      Absent: 0



Dean Soash, Mayor

ATTEST:



Carla Guyer, City Clerk

