

Study Session Meeting Minutes – September 23, 2019
Ivan “Ike” Ackerman Council Chambers

A Study Session Meeting of the Waverly City Council was held on September 23, 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 the agenda as presented.
Motion passed. Yes: 7 No: 0 Absent: 0
- D. Moved by Sherer, seconded by Birgen to approve the September 9, 2019 regular meeting minutes.
Motion passed. Yes: 7 No: 0 Absent: 0
- E. Public Comments on Items Not on the Agenda
 - There were none.
- F. Study Session Calendar.
 - 1. Update from the Upper Cedar Watershed Management Improvement Authority.
 - Recent chair of the Upper Cedar Watershed Management Improvement Authority Steve Main explained that he has been on the Water Management Authority (WMA) since 2012. The flood of 2008 spurred the legislature to create the Watershed Management Authority (WMA). The WMA does not have any taxing authority, but can allocate money that has been made available for the purposes of water quality and flood mitigation. This WMA was the second one to be created by the State in 2012. The Watershed Management Plan can be found on the Floyd County website. The watershed begins in Minnesota. There are seven participating counties and ten cities in the Soil and Water Conservation Districts. Ron Lenth and Kip Ladage also represent Bremer County and Waverly for the WMA. Data shows that the only unimpaired section of the Upper Cedar is from Nashua to Waverly. There are concerns of the dissolved nitrates coming from our watershed and flowing into the Mississippi River basin. Anything that is done to improve water quality will improve flooding risks and visa versa. An unimpaired watershed needs to prove to have good, safe fishing, safe swimming, etc. This definition is not in terms of water flow; it is in terms of water quality. The WMA is focusing on encouraging the use of Best Management Practices (BMPs). BMPs would include structural (slow rate of storm water run-off), vegetative (ground cover reduces soil erosion), and land use (modify farming practices to improve water retention and water quality). The Des Moines Lobe is the most recently glaciated portion of Iowa. It is a very young landscape and hasn't eroded very much. It has a lot of wetlands in it and a lot of tile drainage. Even more than around the Waverly area. Wetlands deal with the water quality issues. According to Iowa State University, there has been a 40 -90% reduction in nitrate levels. There is a huge gap between what we need to do and what is being done to improve the water quality. The Cedar River is the only river in Iowa that has all of its sub-watersheds in WMAs. The U.S. Environmental Protection Agency awarded \$3,598,000 to the Iowa Department of Natural Resources to manage nonpoint source pollution in impaired watershed throughout the state. The use of cover crops for about 10 – 15 years can reduce the need to use fertilizer. Permeable pavement options are very expensive, however, very effective to do to help with water quality. Late growing seasons and early frosts make it difficult to use cover crops in Iowa. Agriculturalists need to take responsibility and use Best Management Practices in order to improve the quality of water.

2. Presentation by Waverly-Shell Rock Area United Way Executive Director Jill Krall and Board Chair and Campaign Chair Patrick Feldhack.
 - Waverly-Shell Rock Area United Way Executive Director Jill Krall gave an overview of what United Way does for the community. Waverly-Shell Rock Area United Way covers all of Bremer County and also, Shell Rock and Clarksville in Butler County. 99% of funds that are donated to the local United Way stay local. There are one in six children in Waverly who are food insecure. 31% percent are struggling everyday to afford basic household necessities. There is also a growing number of people that are in need of mental health services. There is a competitive allocations process used to distribute the funds raised. Each year, about \$250,000 is raised. People are always welcome to call, visit, or email the office for help. There is also a link on the United Way website called “GET HELP” or you can go to it by typing wsrunitedway.org/get-help/ Among the services United Way provides, they also have: diaper banks with diapers of all sizes, emergency food boxes, hygiene products, the Bremer-Butler Crisis fund through working with the Waverly Police Department, an 8-week, Monday through Friday summer lunch program at Southeast Elementary School (1,076 meals were served to over 100 children in 2019), Christmas in July to collect hygiene products, at Christmas they offer a Holiday Help for Families program, holiday shop that partners with Wartburg College, and they are the volunteer center for Waverly. The United Way and the Waverly Public Library just began a partnership for Warm Wishes which is a drive to collect coats for people in need in our community.
 - Each year, only about one half of the funding requests can be funded through the amount raised in the campaign. Our local United Way is different from others since ours is becoming more engrained in the community programming.
3. City Staff Introductions:
 1. Jen Troyna is Waverly’s new Leisure Services Office Manager.
 - Jen Troyna began employment with the City on June 3, 2019. She lives in Parkersburg with her husband and four children. Troyna has had administrative assistant roles for about 15 years including working at the City of Parkersburg.
 2. Patrick Rinkleff is Waverly’s new Vegetation Management employee.
 - Patrick Rinkleff began employment with the City on August 26, 2019 and came from Shawnee, Kansas. He is originally from Iowa and is coming back to family in this area. Rinkleff worked in the Parks and Recreation Department in Shawnee. His position here matches a lot of his skill sets.
4. Review the consultant selection process for a Waverly traffic study.
 - City Engineer / Public Works Director Mike Cherry reviewed the process of consultant selection for the Waverly Traffic Study. The proposed timeline would be to request for qualifications sent to consultants (September 24), Statement of Qualifications returned to City (October 25), Selection Committee scores and ranks the statement of qualifications (Early November), Selection Committee interviews, selects and recommends engineer firm (Mid November), City Council approves agreement for engineering services (December 16), traffic counting takes place (Mar/Apr 2020), Council and Community input sessions (June, 2020), and Finalize Traffic Study Report (August, 2020). It is proposed that the consultant selection team be comprised of: two Council members, the City Administrator, Police Chief Richard Pursell, and Director of Public Works Mike Cherry. Information that is being sought is: number of vehicles, types of vehicles, the turning movements of those vehicles, and if possible, identify pedestrian movements as well. Traffic counts should be completed in late March or early April to coincide with the

end of winter weather and prior to the impacts of construction projects. The final report should provide recommendations for optimizing the flow of traffic through the community, provide safe pedestrian accommodations, and identify locations where traffic signal warrants are or are not being met. There are 26 intersections presently identified for the traffic study. Additional areas of interest may be around the Waverly-Shell Rock High School and the Waverly Health Center that are both located in southwest Waverly. One more intersection that it may be good to consider adding would be Bremer Avenue and 20th Street NW.

- There was discussion of 5th Avenue NW being added to the list due to the traffic from Nestle, Wartburg College, Eisenach Village, other vehicles using it as a by-pass on Bremer Avenue. Council can add intersections to the list. The City has a budget of \$180,000. Each location would add approximately \$7,500. Every four years one quadrant in the State has an IDOT traffic count study done. The study will look at studying the existing situation, the levels of service of different intersections along the corridor, and whether there are adjustments that may be beneficial that could help improve upon that. This will give options of changing the number of traffic lights or their timing, turning configurations, and evaluate the need for intersection signals. The study will not study speed limits as that is done with a traffic speed study. There has been some improvement with vehicles stopping for pedestrians at the crosswalks. Turn lanes will also be looked at for the intersection of 4th Street SW and Bremer Avenue.

5. Review the consultant selection process for a new Youth Ballfield Sports Complex located on the north side of the Cedar River Parkway near the Waverly soccer complex.

- City Engineer / Public Works Director Mike Cherry reviewed a proposed timeline and emphasized that it is important to discuss this now in order to begin grading in June of 2020 and have seeding completed by September of 2020. There will be a full report presented to Council at October Study Session. There are known features of this facility as it is today. For instance, there is approximately three feet of elevation difference across the northwest corner to the southeast corner of the parcel. There are three stages of developing the facility. Stage 1 – site grading and seeding, Stage 2 – developing the parking facilities and any flat work, and Stage 3 – vertical infrastructure such as fencing, concessions, restrooms, press boxes, bleachers, and etc. The City intends to request the use of SRF Water Quality Program funds to construct the parking lots with a pervious pavement and build engineered bioswales for stormwater management. There are options to possibly reduce the speed at certain times, for instance, “when light is flashing speed limit is _ “. There are left turn lanes along this corridor. There are pedestrian crossings at protect median areas.

- Parking accommodations could be worked out with, for example, the soccer fields. Traffic counts may have an impact on speed limits. Permeable pavement is approximately twice the cost of non-permeable pavement. A dollar amount of what is needed has to be known before funding possibilities can be explored. Other projects may need to be pushed back. There is more parking proposed than is at the current ball fields. The future of Champions Ridge funds raised will be determined by the Champions Ridge Committee.

- City Administrator James Bronner and Leisure Services Director Garret Riordan reviewed three renderings: the first depicted how the ball diamonds would look with the soccer fields to the south, the second showed the ball diamond committees vision of what the complex might look like with possible all-inclusive playgrounds, the third rendering showed what the whole thing might look like.

6. Discussion of Council Rules and Procedures.

- City Administrator James Bronner explained that this was brought back to Council due to several random comments that it might be good to review them again. It was the consensus of Council to wait until the new Council had started their terms and every two years after that to coincide with elections.

G. Reports from Boards and Commissions

1. Airport Commission Minutes; August 8, 2019; Received into record.
2. Golf Commission Minutes; August 13, 2019; Received into record.

H. Staff Comments

- Leisure Services Director Garret Riordan announced that since the trail bridges were not able to be sealed during the United Way "Day of Caring" due to rain, they are now scheduled to be completed on Tuesday, September 24, 2019. The trails will be closed from 7:00 a.m. on the 24th through to 7:00 a.m. on the 25th.

I. City Council Comments

- Councilmember Rathe reminded everyone that Waverly Oktoberfest will be the weekend of September 27th and 28th.
- Staff informed Councilmember Birgen that the Exchange Building project is nearing completion and will, hopefully, be done in the next week or two. Birgen was also informed that Santa will be in Kohlmann Park again this year; however, Santa will move to the Exchange Building next Christmas.
- Staff informed Councilmember Sherer that the house near Grace Baptist Church is being moved to Independence.

J. Mayor's Comments

- There were none.

K. Executive Session

1. Moved by Rathe, seconded by Sherer 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 Sherer, seconded by Rathe to reenter into open session is hereby approved.

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

- L. Moved by Birgen, seconded by Rathe, to adjourn the meeting. Motion passed and the Council meeting adjourned at 9:03 P.M.

Yes: 7 No: 0 Absent: 0



Dean Soash, Mayor

ATTEST:



Carla Guyer, City Clerk