

Study Session Meeting Minutes – February 24, 2020
Ivan “Ike” Ackerman Council Chambers

A Study Session Meeting of the Waverly City Council was held on February 24, 2020 at 7:00 P. M. at City Hall. Mayor Hoffman presided.

A. Mayor Hoffman called the meeting order.

B. Roll Call

Present: Beaufore, Birgen, Drenkow, Glaser, Kangas, Rathe, and Schneider. Absent: None.

C. Moved by Birgen, seconded by Kangas to approve the agenda as presented.

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

D. Public Comments on Items Not on the Agenda

- There were none.

E. Study Session Calendar.

1. Presentation by the Cedar Valley Friends of the Family

- Cedar Valley Friends of the Family Executive Director Ben Brusker and Development Director Erin Hinton shared with Council the services that are provided by Cedar Valley Friends of the Family. Cedar Valley Friends of the Family has a prevention educator working within the schools to educate students, organizations and community members on topics such as: Think First, Stay Safe; Bully Proof; Owning Up; Love is Not Abuse; Coaching Boys into Men; Mentors in Violence Prevention (MVP); and Darkness to Light’s Stewards of Children. They also offer Homeless Services of Rapid Re-Housing and Permanent Supportive Housing. Last year, the re-housing program served 25 adults and 32 children in Bremer County. The average stay in that program is about 9 – 12 months. With the permanent support housing program, you must have a disability to be eligible for it. Last year, the program helped 20 adults and 3 children, and there were 27 individuals who accessed the 21-bed shelter which is available for those that have experienced domestic violence. They also offer victim services for those who are victims of human trafficking. Director of Community Engagement Michelle Hall can be contacted for those interested in volunteering. There will be a 90’s Trivia Night at Sasquatch Jack’s on March 10 at 7:00 p.m. Registration is at 6:30 p.m. Registration fee is \$10 per person for each 5-person team. There will be a prize at the end.

2. Economic Development Commission update

- Members of the Economic Development Commission include: Voting members of: Brittney Diercks – Chair; Paula Stevenson – Vice-Chair; Mark Hanawalt, Troy Miller, Gary Grace, Steve Egli, Gene Lieb, Crystol Harms, Deb Schroeder, and Matthew Schneider as current Council Liaison. Non-voting members are: Ed Klamfoth, Darrel Wenzel, Jim Atty, Travis Toliver, Linda Allen, Darrel Colson, Heidi Solheim, and Sharina Sallis. Economic Development Chairperson Brittney Diercks updated Council on the Economic Development Commission activities for 2019. The commission held 8 meetings. In January, they reviewed the housing study and growth trends in Waverly since the work force is impacted by both. Urban Renewal and Tax Increment Financing (T.I.F.) were covered in February. April consisted of holding a child care forum; this was spearheaded by Economic Development Specialist Connie Tolan, Child Resource Recovery, and Iowa Women’s Aid. In July, the commission talked about housing trends. The topics in September were the community marketing initiative, child care initiative, and manufacturing night. Manufacturing night has been happening for at least five years. In November, there were more housing updates. The Amperage branding video was talked about in December.

3. Review the Infrastructure Modeling- Water Distribution System and Sanitary Sewer Collection System

- Kevin Graves and Bryan Kaemingk from WHKS & Co. (Rochester office) updated Council on water distribution and sanitary sewer collection reports. The water distribution

system has high and low-pressure zones. Waverly pulls from four different wells and the water is stored in three different towers for the City's water supply. There are about 82 miles of piping underground with piping sizes ranging from 4-inch to 16-inch, and there are 10 lift stations within the City. Some of the things that were looked at as part of the study were: what changes have happened since 2010; water meter information for individual water consumption throughout the homes within the City (this allows for more accurate modeling); and Bremer Avenue changes. Then, the base conditions, future growth projected out 20 years, and different fire flow scenarios were all looked at. Fire flow is the measure of water flow coming from a specific fire hydrant which is helpful for insurance standards that have different requirements for different areas. When planning for future capital improvements, four items are looked at: source, treatment, storage, and distribution. Currently, the wells do not have any capacity issues as storage is great. Some of the potential concerns include: redundancy, elevated nitrate levels that are rising in some of the wells, exterior painting of the west tower, and the distribution system with the 4-inch mains in the downtown area. Wells 7 & 8 have the highest nitrate levels. There needs to be a backup plan if both of the high-pressure wells (7&8) have elevated nitrate levels and need to shut them down. We could further abandon well number seven (7) since it is the smallest well in terms of production and has the highest nitrate levels. Well number five (5) could have a new water line installed that would then connect to the high-pressure system with a pressure reducing valve (PRV). This would allow for redundancy with high and low pressures in case something would happen to well number eight (8). Re-coating the exterior of the west water tower would involve removal of the current coat by blasting it off and then capturing the lead for proper disposal and then, re-coating it. The coating would last 15 – 20 years. An overcoat might last 5 – 15 years depending on how undercoats have been completed. This is done primarily for cosmetic purposes. The third item would be to replace the 4-inch water mains all at once; this would be a \$5 to \$6 million project. They could also be replaced as opportunities are presented while doing improvements in collaboration with other projects. There are possible ways to loop the systems.

- The existing sanitary sewer system has about 61 miles of pipe with pipes ranging from 6 to 40 inches in diameter within a looped line. There are ten (10) lift stations within the City. The main trunk line that is just north of the main lift station pumps to the water pollution control facility. A lift station is used when gravity cannot be certified. It is better to have a gravity line than a lift station. During the modeling stage, different scenarios are created using average dry weather, and then, inflow and infiltration is added to model different storm events in order to see different increases in flow in the sanitary sewer lines due to rain water. Any changes to the system since the last study are also taken into account. Water meter upgrade information is also used in order to create better data. Flows are adjusted for current and projected populations. There are some system deficiencies. There are recommendations to replace the East Gate Lift Station due to age, however, this could be delayed. Recommended focus would be on the inflow and infiltration (I/I) as a priority. The City needs to make sure their systems are in good repair before sump pump inspections in private homes are completed. It is unknown if there are many sump pump systems leading into the City's sanitary sewer system. It only takes about 4 sump pumps to take over an entire 8" sewer line. I/I can happen from cracks in the pipes, tree roots, manholes, etc.

4. Review the WPC Facility Improvements 2020- Nutrient Reduction Improvements

- The need for the Water Pollution Control Facility Improvements Project is outlined in an NRS report completed in December, 2016. In 2016, we recognized State Nutrient Removal Requirements. There is also the issue of the age of the City's trickling system and the need for its replacement. The project is listed on the State Revolving Fund (SRF) Intended Use Plan for loan funding with low interest. This is a pretty significant endeavor; therefore, the State Loan Funding would be very beneficial. In 2020, the final plans are to be completed.

Construction is scheduled for the 2021-2022 fiscal year. NPDES permit requires Water Pollution Control Facility Construction to be completed by November 1, 2022. A diagram of the future project was reviewed. The largest cost portion of the project will be an oxidation ditch. Most of the biological process with the bacteria that is needed for the treatment happens in the oxidation ditch. Construction costs are up dramatically over the last three years. During the completion of the plan, several items will be considered such as costs, schedule, and a sponsored project. A sponsored project is a watershed-based project that goes hand in hand with big waste water treatment plant projects. There are a few rules in order to qualify for the SRF loan including the project needs to be in the same watershed as the treatment plant. Available funding is about 10% of the price. A \$9 million project could potentially do a \$900,000 water sponsored project coupled with the treatment plant. Anything that will help the water quality in the watershed like removing nutrients from the water are eligible categories for a water sponsored project such as: wetlands restoration, rain gardens, bio-swales / bio-cells, streambank stabilization, and permeable pavers. There are some unresolved items for the sponsored projects. Plan A is no longer viable due to unsuitable soil conditions with areas of shallow bedrock, unwilling landowners, limited area for project, and sub-watershed within Bremer County. Area near the municipal airport was discussed as a potential site, but there are still some unresolved items for this Plan B site like the confirmation of suitable soil conditions, the ability to extend the project to the south side of the railroad, grant eligibility of land acquisition costs, permitting issues due to proximity to airport, City / IDALS agreement structure to be partner, and structure of project post-construction. The next steps would be to address unresolved items for Plan B, finalize project partnership with IDALS, pursue other proposed wetlands restoration sites within the watershed (identified by IDALS), and develop an application for the September 1st deadline of SRF Sponsored Project program. This project only needs cooperation with the railroad companies if the right-of-way is infringed upon. There is existing culvert under the railroad that will try to be avoided. The proximity of the FAA safety zones at the airport will, hopefully, not be a problem since the thoughts are that area will not be very attractive for ducks and geese. This will, however, be considered during the planning process. Currently, this project has the same timing as the water treatment plant and is anticipated to be completed in 2023. The permeable pavers options are no longer under consideration.

5. Discussion of a Local Preference Purchasing Policy

- Councilmember Schneider presented a handout from a 2012 issue of Government Finance. Mr. Schneider shared his thoughts that if you set the rate right, it is actually a cost savings for the community. Through reasonable assumptions and sales tax you get back payroll taxes, property tax, maintenance savings, and in our case, utilities. There are a host of things that could add up into some small savings for the community when it is purchased local. A government that rallies to have citizens shop local seems to be a good policy to entertain. There could be a two-tiered system using City limits or school district limits and also a 30-mile radius.
- Several questions were asked: how close in vicinity is considered local; does the business need to be located within the City limits or does the owner just need to live within the City limits; if there are multiple offices, do they just need one in the City limits; is Shell Rock considered local? Currently, the City tries to purchase local, however, when the price range is a \$6,000 difference and the current budget is as tight as it is, some may think that \$6,000 is significant enough not to purchase local. Do you set the policy for a dollar amount, or percentage? Government can assist and push the economy with free markets determining the best pricing. Additional concerns consisted of: the handout presented does not have comparisons from any Iowa cities; we don't want surrounding communities to respond in-kind; and lowest bids might not always represent the best quality items. The City does use local

businesses for everyday items. It seems that the purchase policy would most likely be for vehicles and equipment. A local business could choose to out-bid another company. It would be very difficult to craft a local policy that would be fair to everyone concerned. City staff will continue to be thorough when determining specifications and keep looking for ways to be more specific in our bidding requests. Staff brings recommendations to Council, and they always have the final decision as to who to award the bid to. It is good to encourage local businesses to submit competitive bids.

F. Reports from Boards and Commissions

1. Economic Development Commission Minutes; November 12, 2019; Received into record.
2. Airport Commission Minutes; January 9, 2020; Received into record.
3. Planning & Zoning Commission Minutes; January 9, 2020; Received into record.
4. Bremer-Waverly Law Board Minutes; January 13, 2020; Received into record.

G. Staff Updates

- There were none.

H. City Council Comments

- Councilmember Birgen mentioned that he was be at the Beach House directly following the City Council meeting to discuss any City business if anyone would like to join him.
- Councilmember Glaser noted that he would be at the Pour House directly following the City Council meeting to discuss any City business if anyone would like to join him.
- Guest Councilmember Josh Gilbert thanked Council for the opportunity to be a Guest Councilmember.

I. Mayor's Comments

- Mayor Hoffman recognized the WSR Boys Wrestling team for their State Championship achievement. He also commented there are four participants attending the State Speech Contest. Hoffman noted that there is some construction going on around 20th Street NW and asked for everyone's patience. He thanked everyone for their continued communication regarding the 3rd Street SE Bridge.

J. Moved by Kangas, seconded by Birgen to adjourn. Motion passed and Council adjourned at 8:48 p.m.

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



Adam P. Hoffman, Mayor

ATTEST:



Carla Guyer, City Clerk