

MINUTES OF THE FAIRFIELD CITY COUNCIL

April 13, 2020

The Fairfield City Council met in regular session on Monday, April 13, 2020 at 7:00 P.M. with Mayor Boyer presiding. Members present were: Gandy, Halley, Twohill, Anderson, Ham and Flournoy; Rasmussen via phone. Also present via phone were City Attorney John Morrissey, City Engineer Melanie Carlson and Stephen Pedrick of French-Reneker Associates.

CONSENT AGENDA

Moved by Gandy, seconded by Flournoy

AYES: Gandy, Flournoy, Twohill, Anderson, Ham and Halley

ABSTAIN: Rasmussen

**TO APPROVE THE MINUTES OF THE MARCH 23, 2020
REGULAR CITY COUNCIL MEETING.**

Moved by Gandy, seconded by Flournoy

AYES: Gandy, Flournoy, Twohill, Anderson, Ham, Rasmussen and Halley

**TO APPROVE THE APRIL 3, 2020 PAYROLL
IN THE AMOUNT OF \$117,757.38.**

**TO ADOPT RESOLUTION NO. 3817 AUTHORIZING
FUND TRANSFERS.**

**TO ADOPT RESOLUTION NO. 3818 APPROVING
EMPLOYMENT IN THE PARK & RECREATION
DEPARTMENT.**

TO ACCEPT THE PERSONNEL COMMITTEE MINUTES.

**TO APPROVE A LIQUOR LICENSE FOR CASEY'S
GENERAL STORE #3327.**

**TO APPROVE OPERATING CLAIMS IN THE AMOUNT
OF \$1,051,592.79.**

PUBLIC FORUM / APPEARANCES

Mayor Boyer spoke on behalf of Bernadette Cardinale; Ms. Cardinale is requesting City Council place a ban on burning within City limits in light of respiratory issues with COVID 19. After discussion, Council felt it would be confusing to ban burning with spring flyers being mailed out announcing April an allowed burn month.

RESOLUTIONS, ACTION ITEMS & ORDINANCES

Moved by Flournoy, seconded by Gandy

AYES: Flournoy, Gandy, Ham, Rasmussen, Twohill, Anderson and Halley

**TO ADOPT RESOLUTION NO. 3819 APPROVING
A TAX ABATEMENT APPLICATION FOR 906 SOUTH
3RD STREET (CLARK).**

Moved by Flournoy, seconded by Halley

AYES: Flournoy, Halley, Anderson, Twohill, Gandy, Rasmussen and Ham

**TO APPROVE CHANGE ORDER #25 FOR THE
WASTEWATER TREATMENT PLANT IMPROVEMENTS
BID PKG. NO. 1 – TREATMENT FACILITY IMPROVEMENTS
IN THE AMOUNT OF \$20,253.85.**

Moved by Anderson, seconded by Gandy

AYES: Anderson, Gandy, Ham, Flournoy, Rasmussen, Twohill and Halley

**TO APPROVE CHANGE ORDER #26 FOR THE
WASTEWATER TREATMENT PLANT IMPROVEMENTS
BID PKG. NO. 1 – TREATMENT FACILITY IMPROVEMENTS
IN THE AMOUNT OF \$140,862.00.**

Moved by Flournoy, seconded by Anderson

AYES: Flournoy, Anderson, Rasmussen, Twohill, Gandy, Ham and Halley

**TO APPROVE AMENDMENT NO. 1 TO THE
ENGINEERING SERVICES AGREEMENT WITH
FRENCH-RENEKER ASSOCIATES, INC. FOR THE
SANITARY SEWER CONVEYANCE IMPROVEMENTS
STEP 2 PROJECT IN THE AMOUNT OF \$5,700.00.**

Moved by Anderson, seconded by Flournoy

AYES: Anderson, Flournoy, Rasmussen, Twohill, Gandy, Halley and Ham

**TO ENTER INTO AN AGREEMENT WITH IOWA
DEPARTMENT OF CORRECTIONS AS A COOPERATIVE
EFFORT TO PROVIDE WORK THROUGH PUBLIC
SERVICE FOR OFFENDERS.**

Moved by Gandy, seconded by Twohill

AYES: Gandy, Twohill, Anderson, Ham, Flournoy, Halley and Rasmussen

**TO ENTER INTO AND APPROVE CONTRACT FOR CDBG
ADMINISTRATIVE ASSISTANCE WITH AREA 15
REGIONAL PLANNING COMMISSION**

Moved by Twohill, seconded by Ham

AYES: Twohill, Ham, Gandy, Anderson, Flournoy, Rasmussen and Halley

**TO ENTER INTO SUBRECIPIENT AGREEMENT FOR
FEDERALLY FUNDED PROJECT WITH JEFFERSON
COUNTY KIDS, INC.**

Moved by Anderson, seconded by Ham

AYES: Anderson, Ham, Rasmussen, Twohill, Gandy, Flournoy and Halley

**TO APPROVE CDBG PROJECTS GRANT POLICIES;
TO INCLUDE PROHIBITION OF THE USE OF EXCESSIVE
FORCE POLICY, AFFIRMATIVE FAIR HOUSING STRATEGIES,
CITIZEN PARTICIPATION REQUIREMENTS, PROCUREMENT
POLICY, CODE OF CONDUCT, RESIDENTIAL ANTI-DISPLACEMENT
AND RELOCATION ASSISTANCE PLAN, AND EQUAL
OPPORTUNITY POLICY STATEMENT.**

Moved by Flournoy, seconded by Gandy

AYES: Flournoy, Gandy, Ham, Rasmussen, Twohill, Anderson and Halley

**TO ADOPT RESOLUTION NO. 3820 OF EMERGENCY
PROCEDURES FOR CONTAGIOUS DISEASE.**

MAYOR REPORT

Mayor Boyer stated she would like to refer the matter of cell phone tower installation/building application to the Environmental & Franchise Utilities Committee.

Moved by Anderson, seconded by Twohill

AYES: Anderson, Twohill, Flournoy, Gandy, Halley, Rasmussen and Ham

**TO REFER THE MATTER OF CELL PHONE
TOWER INSTALLATION/BUILDING APPLICATION
TO THE ENVIRONMENTAL & FRANCHISE UTILITIES
COMMITTEE.**

Moved by Flournoy, seconded by Ham

AYES: Flournoy, Ham, Anderson, Twohill, Halley, Gandy and Rasmussen

**TO APPOINT AARON KOOIKER TO THE REGIONAL
PLANNING AFFILIATIONS POLICY BOARD.**

COMMITTEE & BOARD REPORTS

Ways and Means Committee Chair Gandy reported the Committee is recommending the City reimburse CBC Financial Corporation \$16,122.00 for unexpected expenses of the installation of a larger service line to 607 W Broadway Avenue from the water fund.

Lost connection with Council member Rasmussen.

Moved by Flournoy, seconded by Gandy

AYES: Flournoy, Gandy, Anderson, Halley, Ham

NAY: Twohill

**TO REIMBURSE CBC FINANCIAL CORP. FROM THE WATER
FUND IN THE AMOUNT OF \$16,122.00 FOR UNEXPECTED
EXPENSES INCURRED BY THE INSTALLATION OF A
LARGER SERVICE LINE.**

Water & Sewer Utilities Committee Chair Twohill stated they are recommending to Council approval of a sewer adjustment request; an increase to utility deposit fee and retaining the deposit until service is finalized; and to engage in participation in the State of Iowa Offset Program to recoup unpaid utility service accounts.

Moved by Flournoy, seconded by Gandy

AYES: Flournoy, Gandy, Ham, Halley, Twohill and Anderson

**TO APPROVE THE SEWER REDUCTION
REQUEST IN THE AMOUNT OF \$906.67
FOR THE SERVICE ADDRESS OF 500 NORTH
4TH STREET.**

Moved by Flournoy, seconded by Ham

AYES: Flournoy, Ham, Halley, Gandy, Twohill and Anderson

**TO MOVE FORWARD IN INCREASING
UTILITY ACCOUNT DEPOSIT AND RETAINING
SUCH DEPOSIT UNTIL SERVICE IS FINALED.**

Moved by Anderson, seconded by Flournoy

AYES: Anderson, Flournoy, Gandy, Ham, Halley and Twohill

TO MOVE FORWARD TO ENGAGE

**IN PARTICIPATION IN THE STATE OF
IOWA OFFSET PROGRAM TO COLLECT
UNPAID UTILITY SERVICE ACCOUNTS.**

ADMINISTRATOR & DEPARTMENT REPORTS

City Administrator Aaron Kooiker stated the RFP for solid waste service has been posted on Iowa League of Cities website and sent to both local solid waste companies. He then requested Council approval to join International City/County Management Association (ICMA) and cover the cost of membership.

Moved by Anderson, seconded Flournoy

AYES: Anderson, Flournoy, Ham, Halley, Anderson and Twohill

**TO APPROVE THE PAYMENT OF A MEMBERSHIP
DUE FOR THE CITY ADMINISTRATOR TO THE
INTERNATIONAL CITY/COUNTY MANAGEMENT
ASSOCIATION (ICMA).**

City Engineer Melanie Carlson gave a project update, including the progression of Step 2, seeding completion on Libertyville Rd and on the Stone & 8th St project, also there is an upcoming bid letting for the Burlington Ave & 9th St project. She also presented the EPA bi-annual report; everything is running on schedule and only one occurrence of an overflow, which was not associated with heavy rains.

ADJOURNMENT

Moved by Twohill, seconded by Flournoy

AYES: Twohill, Flournoy, Ham, Anderson, Halley and Gandy

TO ADJOURN AT 8:02 P.M.

Submitted by:

Rebekah Loper
City Clerk