

# Pleasantville Special City Council Meeting

## December 20, 2023, at 5:30pm

Mayor Brandon Pennington opened the meeting with council members Kody Jurgens, Rachel Lopez, Jon Koehn, Kyle Patterson, and Jordan Van Ness present.

Mayor Pennington started off by swearing in Kody Jurgens for Mayor, Kyle Patterson, Rachel Lopez, and Aaron Hurt for City Council. Their terms will start January 2024.

Mayor Pennington stated that it has been an honor to serve as Mayor for Pleasantville for the last two years.

Council Members and staff gave thanks to Brandon for his time served.

Public Works Director, Shawn Breazeale, explained there is a survey from the DNR for the wastewater treatment plant included in their council packets for them to review.

Police Chief, Joe Mrstik, informed the council that officer Lawler called in sick for her scheduled shift prior to the Thanksgiving Holiday. The handbook states that an employee must work their scheduled shift the day before and the day after the holiday to get their holiday pay. Therefore, Officer Lawler did not receive the holiday pay for Thanksgiving and the Friday after. Mrstik explained she used sick time to cover, and he would like the city to reimburse her for her sick time used.

Parks and Rec Director, Jordan Flaws, informed the council that basketball is going well, and tournaments started a few weeks ago.

Council Member Lopez asked about the budget expense report. There are some line items that are over the budgeted number. City Clerk, Rachel Reed, explained that she would recommend each department head give an explanation to the council if they go over their budgeted line item. Reed also explained that departments can move money from other line items as long as they do not go over the total budgeted for their department. If the expenses will exceed the budgeted amount, the council would have to consider approving a budget amendment. Lopez also asked Flaws to provide a spreadsheet to the council of his expenses.

Motion by Jurgens, seconded by Patterson to approve the consent agenda as follows; approval of previous council meeting minutes, approval of November 2023 financial reports, approval of annual financial exam for FY 2023, approval of water consumption report for November 2023, approval of employee comp time, approval of Police Report, and approval of the following bills: All voting in favor, motion carried.

VENDOR	REFERENCE	AMOUNT	VENDOR	REFERENCE	AMOUNT
ACCESS SYSTEMS INC	COPIER	183.85	MENARDS ALTOONA	CONCRETE/TIES	207.59
BAKER & TAYLOR	BOOKS	43.35	MENARDS DES MOINES	SUP/XMAS CABLE	56.55
BANLEACO	LED LIGHTING	297.11	MID AMERICAN ENERGY	BALL FIELD LIGHTS	23.72
BEN ZOSS	REF	225	MID AMERICAN ENERGY	UTILITIES	3,934.66
BEN ZOSS	REF	200	MIRACLE RECREATION	REPAIR EQUIP	284.31
BROWN SANITATION	RECYCLING	720	MORRIS TREE SERVICE	TREE/STUMP	1,050.00
CASEY'S BUSINESS MASTERCARD	FUEL/SUPPLIES	1,659.04	MUNICIPAL SUPPLY INC	WA REPAIR SLEEVE	251.56
CHRIS WEBER	REF	270	ON TRACK CONSTRUCTION LLC	PAY APP #13	18,166.23
COLONIAL LIFE	COLONIAL PRETAX	105.27	TREASURER-STATE OF IA	STATE TAX	2,384.35
COWDEN SANITATION	NOV/DEC SANITATION	295	TREASURER-STATE OF IA	STATE TAX	798.7
DEB SMITH	REF	270	PEOPLES BANK	ADMISSIONS	625
DES MOINES PARKS & REC	ADVENTURE PASS	75	PEOPLES BANK	ACH FEE	10
DOLLAR GENERAL-REGIONS 410526	PD BATT/SUPPLIES	30.4	PITNEY BOWES INC	POSTAGE	100
EFTPS	FED/FICA TAX	5,571.71	POSTMASTER	POSTAGE	293.76
EFTPS	FED/FICA TAX	5,411.61	RACOM CORPORATION	SIREN BOX REPAIR	187.5
EFTPS	FED/FICA TAX	93.9	RACOM CORPORATION	SIREN SPEAKER	826
EFTPS	FED/FICA TAX	-186.12	READER'S DIGEST	SUBSCRIPTION	10.7
EFTPS	FED/FICA TAX	94.86	REMIND MAGAZINE	SUBSCRIPTION	15
EFTPS	FED/FICA TAXES	91.32	RICH THOMAS	14x4 sidewalk L	250
GO EARN IT	SINGLETs	1,030.00	SIMMERING-CORY, INC	CATALYST GRANT	800
HACH	WA TESTING	72.54	THE SATURDAY EVENING POST	SUBSCRIPTION	28
MARION COUNTY HUMANE SOCIETY	ANIMAL CONTROL	417.5	TREVOR ZOSS	REF	225
IA DEPT OF PUBLIC SAFETY	7/23-9/23 WARRANTS	300	TREVOR ZOSS	REF	200
IOWA FINANCE AUTHORITY	DIGESTER SRF LOAN	11,853.18	UMB BANK TRUST	GO BOND PAYMENT	37,950.00
IOWA FINANCE AUTHORITY	WWTP SRF LOAN	21,414.40	U S CELLULAR	PHONES/INTERNET	292.43
IOWA FINANCE AUTHORITY	SEWER SRF LOAN	1,093.75	VERIZON	COMMUNICATIONS	120.05
IOWA FINANCE AUTHORITY	STATE ST WA MAIN	13,968.15	VERMEER DEVELOPMENT	TIF PAYMENT	25,631.00
IOWA FINANCE AUTHORITY	JASPER ST WA MAIN	3,280.00	VESSCO	DIGESTER AIRFILTERS	788.65
IOWA LAND RECORDS	ADKINS AGREEMENT	85	Accounts Payable Total		185,039.82
IOWA STATE DEPT OF REV	WA EXCISE	1,353.37		Refund Checks Total	
IOWA STATE DEPT OF REV	WA SALES TAX	448.29	Payroll Checks		32,521.78
IPERS	PROTECTED IPERS	10,536.60	***** REPORT TOTAL *****		217,561.60

IPERS	PROTECTED IPERS	3,472.88	GENERAL	34,991.92
IPERS	IPERS	86.25	MEMORIAL HALL	1,261.25
JAY FLAWS	REF	270	RECREATION	9,468.27
JAY FLAWS	ref	150	ROAD USE TAX	9,852.46
JEREMY FLAWS	REF	420	EMPLOYEE BENEFITS	399.61
JIM FLAWS	REF	270	LOCAL OPTION SALES TAX	800
JIM FLAWS	REF	270	TAX INCREMENT FINANCING	25,631.00
JOELLEN GLICK	REIMB SUPPLIES	231.24	DEBT SERVICE	37,950.00
JOSH FLAWS	REF	270	CAPITAL PROJ-ADKINS DEVEL	85
KARL CHEVROLET	WIRE COVER-TAHOE	25.53	WATER	14,405.47
LARRY FLAWS	REF	420	WATER-STATE ST WA MAIN	18,166.23
LYNN YATES	ref	150	WATER SINKING	17,248.15
MADISON NATIONAL LIFE INS	LIFE/DISABILITY	464.99	SEWER	12,910.47
MARION CO IT DEPT	PD IT SERVICES	1,000.00	SEWER SINKING	34,361.33
MARION COUNTY EXPRESS	PUBLICATIONS	568.53	STORM WATER	30.44
MEDIACOM	STREET DEPT	155.56	TOTAL FUNDS	217,561.60

Revenue received during month of November 2023: General Fund \$32,468.89; Memorial Hall \$2,344.17; Recreation \$7,259.20; Road Use Tax \$18,751.77; Employee Benefits \$11,115.11; Local Option Sales Tax \$26,149.60; TIF \$10,720.02; Debt Service \$12,908.94; Capital Proj.-Park Projects \$3,700.68; Capital Proj.-Adkins Dev. \$933,890.07; Water \$36,907.56; Water Sinking \$13,262.99; Sewer \$45,555.29; Sewer Sinking \$28,102.40; Storm Water \$2,292.73

New Business:

The council discussed the conditions for the waiver of sewer service charges. They discussed the time allowed to report the leak to the city. Lopez also suggested adding "sewer service" to the bulletin points to be more specific. Motion by Patterson, seconded by Van Ness to approve Resolution 23-47, approving conditions for the waiver of sewer service charges with correcting the time to report the leak to the city changed to 7 days and adding "sewer service" to the bulletin points. All voting in favor motion carried.

The council discussed a sewer waiver for Melissa Kauffman's rental property at 307 N Douglas. She had requested a waiver prior to the previous resolution being adopted. She had received a \$498.74 sewer service waiver for a leak she had a couple of months prior to this one. Reed explained that Kauffman's tenants have only been there for a few months, so it is hard to determine what an average bill would be. She explained if the council approved to waive the sewer fees that exceed the minimum, that amount would be \$984.72. Van Ness expressed concern about approving a waiver as the council has denied waivers for a second request for individuals in the past and followed a policy only allowing one waiver per individual. Jurgens explained that the council did not have a written policy in the past and considered the waivers on a case-by-case basis. Motion by Jurgens, seconded by Patterson to approve a sewer service waiver for Kauffman's rental property at 307 N Douglas in the amount of \$984.72. Jurgens aye, Lopez aye, Patterson aye, Koehn aye, Van Ness nay. Motion carried.

Council Member Patterson asked if there was a deadline for the completion of the renovation of the Old East Elementary. Kristen Fish-Peterson with East Elementary Apartments LLC explained to the council that the project is split into two phases. The catalyst grant portion of the project will be the first phase, which will include the structural repairs to the roof. The grant for the project is \$100,000 and the matching funds will be \$100,000 that they will be contributing. Once that phase is complete, they will proceed to the second phase of the project and that will be the complete renovation of the building. When the property is deeded to East Elementary Apartments LLC, they will immediately secure the contractors to start the repairs. Motion by Jurgens, seconded by Lopez to approve Resolution 23-44, directing the sale of the Old East Elementary to the East Elementary Apartments LLC in the amount of \$40,220 with an Economic Development Grant from the City in the amount of \$40,220. All voting in favor motion carried.

Engineer, Joey Whitehouse, explained that pay app #14 to On Track Construction for the State St. watermain project is releasing most of the retainage. \$4000 of the retainage will be kept until the contractor returns in the spring to finish some topsoil areas and the remainder of the punch list items. Motion by Patterson, seconded by Van Ness to approve pay app #14, to On Track Construction for the 2021 State St. watermain improvements project in the amount of \$112,974.32. All voting in favor motion carried.

Flaws informed the council that the school approached him to split the cost of adjustable basketball hoops. The split would be four ways, the Pleasantville Boosters Club, the Pleasantville School basketball program, the athletic department, and the city. The city's portion would be \$1500. Flaws explained the school is very accommodating to the city's youth sports basketball league. Motion by Jurgens, seconded by Patterson to approve the split cost for the adjustable basketball hoops for \$1500 to come from the Local Option Sales Tax fund. All voting in favor motion carried.

Reed explained that Aaron Hurt has signed up to attend the Municipal Leadership Academy, the cost of the academy is \$220 per individual to attend all three sessions. The total cost for all elected officials to attend would be \$1500. Reed recommends the council approve to reimburse Hurt for the cost of the academy. Reed

explained that she added the \$1500 to the budget amendment to the training line item for the mayor and city council, if the council does not attend the academy, then the money will be there for them to attend other training sessions if they choose. Motion by Patterson, seconded by Jurgens to approve the attendance of the Municipal Leadership academy and to reimburse Hurt \$220 for the cost of the academy. All voting in favor motion carried.

Motion by Patterson, seconded by Koehn to approve the first reading for Ordinance No. 2306-2023, amending zoning classification for Parcel No. 1922603500 from R-1 to C-1. All voting in favor motion carried.

Motion by Patterson, seconded by Lopez to waive the second and third readings for Ordinance No. 2306-2023, amending zoning classification for Parcel No. 1922603500 from R-1 to C-1. All voting in favor motion carried.

Motion by Lopez, seconded by Koehn to approve the first reading for Ordinance No. 2307-2023, amending provisions pertaining to minimum lot area for duplex dwellings. All voting in favor motion carried.

Motion by Koehn, seconded by Patterson to waive the second and third readings for Ordinance No. 2307-2023, amending provisions pertaining to minimum lot area for duplex dwellings. All voting in favor motion carried.

Motion by Patterson, seconded by Van Ness to approve the first reading for Ordinance No. 2308-2023, amending provisions pertaining to the Library Board of Trustees. All voting in favor motion carried.

Motion by Lopez, seconded by Jurgens to waive the second and third readings for Ordinance No. 2308-2023, amending provisions pertaining to the Library Board of Trustees. All voting in favor motion carried.

Motion by Koehn, seconded by Patterson to approve the first reading for Ordinance No. 2309-2023, an Ordinance adopting the Code of Ordinances of the City of Pleasantville, IA. All voting in favor motion carried.

Motion by Lopez, seconded by Jurgens to waive the second and third readings for Ordinance No. 2309-2023, an Ordinance adopting the Code of Ordinances of the City of Pleasantville, IA. All voting in favor motion carried.

Reed explained that the development agreement for the Adkins Development states that the County funds are to be used after all funding sources from the city have been used. The city planned to wait to transfer the final \$150,000 from the sewer fund to the Adkins Development fund until after Jamie Adkins provided his \$600,000 contribution. Motion by Patterson, seconded by Van Ness to approve Resolution 23-45, approving the interfund from of \$150,000 from the Sewer Fund to the Adkins Development Fund. All voting in favor motion carried.

Motion by Jurgens, seconded by Koehn to approve Resolution 23-46, approving a Storm Sewer Easement with Eric and Frances Isley at 703 W Jones for the pond project. All voting in favor motion carried.

Reed explained that the council approved vision insurance at the November meeting but did not specify in the motion if the city was going to pay a portion of the family plans. Motion by Jurgens, seconded by Patterson to approve to pay half the difference of the family plans. All voting in favor motion carried.

Motion by Patterson, seconded Jurgens to approve to set a public hearing for the FY 2024 budget amendment for January 16, 2024, at 5:30pm. All voting in favor motion carried.

Engineer, Jordan Stoermer, explained that pay app #7 to Vanderpool Construction for the W Pleasant St. & Hwy 5 Improvements project is the last pay app before winter break. He explained the intersection is complete and open to traffic. Council member Jurgens asked if the city will have to wait for county funding before we release payment for the pay app. Reed informed them that it will need to wait. Motion by Van Ness, seconded by Patterson to approve pay app #7 to Vanderpool Construction for the W Pleasant St. & Hwy 5 Improvements project in the amount of \$644,795.82. All voting in favor motion carried.

Motion by Patterson, seconded by Jurgens to approve change order #4 to Vanderpool Construction for W Pleasant St. & Hwy 5 Improvements project, a deduction of \$62,848.01. All voting in favor motion carried.

Mrstik explained that Michelle Greene is here with her client, Steve Tibbens, to talk to the council about a housing development. Greene informed the council that Tibbens is looking to develop single family and multi-family housing on S Columbus. Tibbens informed the council that he had done a water pressure test and there is enough water pressure for sixty plus homes. He is now working on a feasibility study and hopes to break ground in late spring.

#### Old Business:

The city had posted for RFQ/RFPs to be submitted to the city for general engineering before the November meeting. Council Member Patterson expressed that he feels the city should change engineering firms to ISG. Mrstik expressed that he feels losing Snyder & Associates as the engineering firm would be a loss to the city, Mrstik recommended the council keep Snyder & Associates as the general engineering firm and hire different firms for projects. Council Member Van Ness expressed that he agrees with Mrstik. Council members Patterson and Jurgens discussed issues that they feel the city has had due to Snyder & Associates. Motion by Patterson, seconded by Jurgens to approve Resolution 23-40, appointing ISG as the city's general engineer. Jurgens aye, Lopez aye, Patterson aye, Koehn nay, and Van Ness nay. Motion carried.

Motion by Jurgens, seconded by Patterson to adjourn the meeting. All voting in favor motion carried.

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Mayor, Brandon Pennington

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Attest: Rachel Reed, City Clerk