

The Independence City Council met in regular session in the council chambers at 5:00 p.m., on Monday, May 22, 2023.

OPENING/ROLL CALL

Mayor Bleichner opened the meeting by calling the meeting to order with Council Members Callahan, Huston, Hanna, Moore, Prusator, O'Loughlin, and Jensen in attendance.

This meeting was available for public attendance. The meeting was not broadcast on the local access channel due to technical difficulties.

APPROVE THE AGENDA

Motion by Council Member Hanna, second by Council Member Prusator to approve the agenda as presented for the regular meeting held May 22, 2023. Ayes: All.

CONSENT AGENDA

Motion by Council Member Jensen, second by Council Member Prusator to accept and approve the consent agenda that approves the following: 1) The minutes of the May 8, 2023, Regular Meeting. 2) Las Dos Marias Mexican Restaurant Class C Retail Alcohol License renewal effective May 5, 2023, through May 4, 2024. 3) The Crowbar Class C Retail Alcohol License renewal with outdoor service effective May 15, 2023, through May 14, 2024. 4) Old Rush Park Tavern Class C Retail Alcohol License renewal effective May 30, 2023, through May 29, 2024. 5) Mini-Mart Class E Retail Alcohol (LE) renewal effective June 10, 2023, through June 9, 2024. 6) Casey's General Store #3292 Class E Retail Alcohol License (LE) renewal effective June 15, 2023, through June 14, 2024. 7) Casey's General Store #3292 amendment for ownership updates. 8) Casey's General Stores #2239 Class E Retail Alcohol License (LE) renewal effective July 1, 2023, through June 30, 2024. 9) Casey's General Stores #2239 amendment for ownership updates. 10) Celebrate Indee Special Class C Retail Alcohol License (BW) with outdoor service effective July 1, 2023, through July 5, 2023. 11) Independence Area Chamber of Commerce Special Class C Retail Alcohol License (BW) with outdoor service effective August 10, 2023, through August 14, 2023. 12) Special Event Application Celebrate Indee July 3-4, 2023. 13) Special Event Application Allerton Brewing Co. June 30 – July 4, 2023. 14) Oakwood Cemetery Annual tour July 15, 2023. Ayes: All.

FINANCIALS

Motion by Council Member Moore, second by Council Member Huston to approve the following bills for payment. Ayes: All.

ACCESS SYSTEMS LEASING	EQUIP CONTRACT-ALL	\$ 1,429.73
AFLAC	AFLAC PRE-TAX	\$ 287.46
ALLEN OCCUPATIONAL HEALTH	TRAINING-ALL	\$ 273.50
AMAZON CAPITAL SERVICES	SUPPLIES-A,CH,L,PD	\$ 1,801.61
ANDERSON ELECTRIC INC	SERVICES-L	\$ 180.00
ASPRO INC	STREET MAINT-ST,W	\$ 3,767.88
BANK IOWA	BOND PAYMENT-CH	\$ 216,200.83
BEAM INSURANCE ADMIN LLC	VISION PRETAX	\$ 362.57
BELLINO FIREWORKS, INC.	REFUND-CH	\$ 150.00
BENTON'S READY MIXED CONC	SERVICES-B	\$ 800.00
BLACKSTONE PUBLISHING	SUPPLIES-L	\$ 644.97
BOLTON & MENK, INC.	ENGINEERING-A	\$ 4,929.20
BRODART CO	SUPPLIES-L	\$ 1,147.99
BUCHANAN COUNTY HEALTH CE	SERVICES-CH,ST	\$ 15,129.34
BUCHANAN COUNTY RECORDER	FEES-CH	\$ 7.00
BUTTERS, ELMAY	REFUND-PR	\$ 60.00
CARD SERVICES-LIBRARY	MISC EXP-L	\$ 1,925.36
CARD SERVICES-VISA	MISC EXP-B,CH,F,PD,PR,W	\$ 6,404.77
CARROT-TOP INDUSTRIES,	SUPPLIES-CH	\$ 139.42
CASEY'S MARKETING COMPANY	TIF REBATE-CH	\$ 16,651.00
CASS LASER ENGRAVING	SUPPLIES-PR	\$ 528.00
CC'S FLOORS & MORE LLC	SERVICES-CH	\$ 626.25
CEDAR BEND HUMANE SOCIETY	SERVICES-AC	\$ 300.00
CENGAGE LEARNING	BOOKS-L	\$ 154.39

CLINTON, CHAR	HOST-PR	\$ 500.00
CODE 4 PUBLIC SAFETY EMBL	UNIFORM-PD	\$ 325.00
COLONIAL LIFE & ACCIDENT	COLONIALPRETAX	\$ 640.68
CONSOLIDATED ENERGY CO	FUEL-ALL	\$ 6,967.82
DAKOTA SUPPLY GROUP	SUPPLIES-W	\$ 213.97
DANKO EMERGENCY EQUIPMENT	EQUIPMENT-PD	\$ 84.55
DELL MARKETING, LP	DUES-ALL	\$ 1,769.04
DELTA DENTAL OF IOWA	DENTAL BENEFIT	\$ 4,092.24
EAST-CENTRAL IOWA R.E.C.	UTILITY-A,PR,ST,W,CH	\$ 2,755.00
ELECTRIC PUMP INC	EQUIP REPAIR-W	\$ 1,454.07
EMPLOYEE BENEFIT SYSTEMS	SAFE-T FUND-ALL	\$ 10,994.15
ERGER, JAMEE	REFUND-PR	\$ 50.00
ESCHEN'S CLOTHING	UNIFORM-W	\$ 199.85
FOUR FARMERS LLC	SERVICES-W	\$ 8,308.91
GALLS INC	UNIFORM-PD	\$ 341.98
GEATER MANUFACTURING	TIF REBATE-CH	\$ 5,752.00
GENERAL TRAFFIC CONTROLS	SERVICES-ST	\$ 2,300.00
GRAINGER INC	SUPPLIES-ST,W	\$ 717.20
HAPPY FACES ENTERTAINMENT	SERVICES-L	\$ 500.00
HAWKINS, INC.	CHEMICALS-W	\$ 1,562.00
HUPP ELECTRIC MOTORS INC	EQUIP REPAIR-W	\$ 700.00
IA DEPT OF REVENUE	Sales Tax-PR,W	\$ 9,772.56
IA LEAGUE OF CITIES	DUES-CH	\$ 75.00
IA STATE UNIVERSITY	TRAINING-CH	\$ 227.00
INDEPENDENCE CHAMBER OF C	DUES-CH	\$ 1,500.00
INDEPENDENCE CONSTRUCTION	TIF REBATE-CH	\$ 20,551.42
INDEPENDENCE LIGHT & POWE	UTILITIES-ALL	\$ 26,176.82
INDEPENDENCE PARKS & REC	GATE STARTUP-PR	\$ 375.00
INDEPENDENCE ROTARY CLUB	DUES-L	\$ 139.00
INGRAM LIBRARY SERVICES	SUPPLIES-L	\$ 952.96
INRCOG	SERVICES-CH	\$ 3,566.19
INTEGRATE AVL	EQUIP MAINT-CH	\$ 550.32
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$ 24,948.99
IPERS	IPERS-PROTECTIV	\$ 31,103.93
J & R SUPPLY INC	SUPPLIES-W	\$ 287.89
JOHN DEERE FINANCIAL	SUPPLIES-ST,W,PD,A	\$ 876.06
K & W ELECTRIC INC	LIGHTS-ST	\$ 700.00
KEYSTONE LABORATORIES INC	LAB ANALYSIS-W	\$ 17.00
KILER, ANGELA	SERVICES-PR	\$ 180.00
LIBRARICA LLC	COMPUTER EXP-L	\$ 461.85
LL PELLING COMPANY	STREET MAINT-ST	\$ 1,528.00
MANATT'S INC	CEMENT-PR	\$ 1,195.25
MCDONALD, CONNIE	UNIFORM-PD	\$ 10.00
MIDAMERICAN ENERGY COMPAN	UTILITY-CH,L,PD,PR,ST,W	\$ 2,574.75
NATIONAL MISSISSIPPI RIVE	PROGRAMMING-L	\$ 274.20
OFFICE TOWNE INC	SUPPLIES-CH,PD	\$ 1,627.50
P & N CORPORATION	FUEL PROFITS-A	\$ 322.56
PAYROLL CHECKS	TOTAL PAYROLL CHECKS	\$ 77,404.12
PENGUIN RANDOM HOUSE LLC	SUPPLIES-L	\$ 21.75
PENWORTHY COMPANY, THE	BOOKS-L	\$ 302.48
PERMA-BOUND	BOOKS-L	\$ 59.98
POT'S PLUMBING & HEATING	REHAB SVC-CH	\$ 9,507.22
PRINT EXPRESS	SERVICES-L	\$ 848.87
PURCHASE POWER	POSTAGE-B,CH,PR,W	\$ 479.98
RICK RATCHFORD, INC.	SERVICES-W	\$ 750.00
RYDELL AUTO GROUP	TIF REBATE-CH	\$ 75,425.33

S & K COLLECTIBLES	SHIPPING-PD	\$ 19.31
SEILER INSTRUMENT & MFG	EQUIPMENT-W	\$ 1,421.55
SIGNS & MORE	CANINE PURCH-PD	\$ 157.25
SKINNER, BRANDON	TIF REBATE-CH	\$ 3,810.00
SKOGMAN CONSTRUCTION CO	TIF REBATE-CH	\$ 403.92
SPAHN & ROSE LUMBER COMPA	SUPPLIES-PR	\$ 353.64
SPEER FINANCIAL INC	SERVICES-ST,PR,SW	\$ 14,190.00
STATE FARM	BENEFITS-CH,ST,W	\$ 63.65
STATE STREET BANK & TRUST	ICMA-RC \$ PRE	\$ 5,281.90
STEVE GEE CONSTRUCTION	TIF REBATE-CH	\$ 26,921.48
STOREY KENWORTHY - MATT P	SUPPLIES-L	\$ 565.52
SUPERB CLEANING SERVICES	BLDG MAINT-L	\$ 1,750.00
TASC	FLEX MEDICAL	\$ 1,957.01
THIELEN BROTHERS FLOOR CO	CARPET-L	\$ 6,250.95
TREASURER-STATE OF IOWA	STATE TAX	\$ 6,949.14
TRUE VALUE HARDWARE	SUPPLIES-L,PD	\$ 16.60
TSCHIGGFRIE EXCAVATING IN	SERVICES-W	\$ 32,318.80
TWO MEN AND A TRUCK	SERVICES-CH	\$ 743.54
TYSON FOODS, INC.	TIF REBATE-CH	\$ 763.50
UMB BANK NA	BOND FEE-CH	\$ 300.00
UNUM	LIFE/AD&D INS	\$ 838.43
US CELLULAR	PHONE-B,F,L,PD	\$ 1,133.39
USA BLUE BOOK	SUPPLIES-W	\$ 571.67
VERIZON WIRELESS	UTILITY-CH,PR,F,PD	\$ 165.20
VOGEL CROP SERVICES	SUPPLIES-ST	\$ 182.50
WALMART COMMUNITY	SUPPLIES-PR	\$ 437.05
WAPSIE VALLEY CREAMERY	TIF REBATE-CH	\$ 96,836.00
WASTE MANAGEMENT	GARBAGE-A,PR,W	\$ 1,299.24
WELLMARK BCBS	HEALTH BENEFIT	\$ 47,213.54
WESTON WOODS	SUPPLIES-L	\$ 263.60

CLAIMS TOTAL \$872,102.09; General Fund \$182,697.68; Library \$31,717.60; Hotel-Motel Tax \$1,639.42; Streets Dept-Road Use \$33,397.48; Employee Benefits \$1,963.33; Tax Increment Financing \$246,174.32; Urban Renewal-LMI Housing \$9,507.22; Economic Development \$3,566.19; Debt Service \$24,900.83; Cap Project-Street Improvements \$4,681.16; Cap Project-Bridges \$2,266.64; Park & Rec Projects \$ 2,764.20; Cap Project-Airport \$4,929.20; Cap Outlay Savings/LOST \$8,197.63; Water Fund \$57,949.36; Sewer Utility Fund \$47,989.43; Sewer Sinking Revenue Bond \$191,600.00; Storm Water \$688.25; Storm Water Projects \$4,478.00; Self Insurance \$10,019.51; Self Insurance-Enterprise \$974.64.

REVENUES MONTH TO DATE TOTAL \$3,845,109.70; General Fund \$204,794.56; Library \$30,892.61; Street Dept-Road Use \$75,267.50; Employee Benefits \$18,373.31; Emergency Levy \$1,068.80; Tax Increment Financing \$8,510.87; Economic Development \$11,854.00; Debt Service \$14,712.98; Debt-Special Assessment \$3,870.00; Cap Project-Street Improvement \$991,501.75; Cap Project-Bridges \$475,068.00; Parks & Rec Projects \$500,000.00; Cap Outlay Savings/LOST \$406,457.19; Water Fund \$73,321.87; Water Revenue Bond \$7,429.84; Sewer Utility \$122,457.41; Sewer SRF Sinking Fund \$33,971.74; Sewer Sinking Revenue Bond \$16,266.66; Storm Water \$11,061.09; Storm Water Projects \$810,000.00; Self Insurance \$27,161.18; Self Insurance-Enterprise \$1,068.34.

The April 2023 bank reconciliation, the May 2023 budgeted monthly transfers, and the revenues and expenses by department to date were available for council review and discussion.

RESOLUTIONS

Council Member Prusator with a motion to approve a resolution that replaces and repeals Resolution 2015-13 that approves a purchasing policy and procedures, second by Council Member Jensen. Mayor Bleichner stated this had been discussed previously. The original policy was only a one-page document, and this new policy clarifies procedures for employees. Council Member O'Loughlin asked about the issuance of credit cards to employees. City Manager Schmitz said that each department would be issued a credit card and each department would be responsible for charges. Discussion was held that if a department would not want a credit card, a card would be available at the City Clerk's office to be checked out and returned. Council Member Moore asked for clarification on the portion of

the policy that mentioned an employee's spouse. City Manager Schmitz said he would review the policy to provide clarification. The roll being called the following Council Members voted: Ayes: Huston, Hanna, Moore, Prusator, O'Loughlin, Jensen, and Callahan.

Resolution adopted and upon approval by Mayor assigned No. 2023-52 in the Official Book of Resolutions.

Council Member Jensen with a motion to set a public hearing date of June 26, 2023, at 5:00 pm for the North Aircraft Parking Apron Project proposed plans, specifications, form of contract and cost estimate, second by Council Member O'Loughlin. Council Member O'Loughlin remarked that this is a formality as funds have already been allocated in the budget. Mayor Bleichner stated this hearing is set for June 26th to allow people more time to view the plans which are available at City Hall. The roll being called the following Council Members voted: Ayes: Hanna, Moore, Prusator, O'Loughlin, Jensen, Callahan, and Huston.

Resolution adopted and upon approval by Mayor assigned No. 2023-53 in the Official Book of Resolutions.

Council Member Jensen with a motion to approve a resolution that amends the Fiscal Year 2023 budget, second by Council Member Moore. Council Member Huston asked if this amendment is for the year ending 2023. Mayor Bleichner responded that it was, and this amendment catches things up. The roll being called the following Council Members voted: Ayes: Moore, Prusator, O'Loughlin, Jensen, Callahan, Huston, and Hanna.

Resolution adopted and upon approval by Mayor assigned No. 2023-54 in the Official Book of Resolutions.

Council Member O'Loughlin with a motion to approve a resolution that approves the contract and performance and/or payment bonds for the 2023 2nd Street SW Bridge and 8th Avenue SW Pedestrian Bridge Rehabilitation Project, second by Council Member Prusator. The roll being called the following Council Members voted: Ayes: Prusator, O'Loughlin, Jensen, Callahan, Huston, Hanna, and Moore.

Resolution adopted and upon approval by Mayor assigned No. 2023-55 in the Official Book of Resolutions.

Council Member Hanna with a motion to approve a resolution that grants certain financial assurances in conjunction with a potential workforce housing development, second by Council Member Jensen. Mayor Bleichner reported that the City would be funding up to \$1,000.00 per unit for the workforce housing credit program. City Manager Schmitz shared that the City could provide the match via cash, sash equivalent, tax abatement or exemptions, rebates, refunds, or reimbursements. Council Member Jensen verified the housing would be located near 6th Avenue SW and near the Buchanan County Health Center. The roll being called the following Council Members voted: Ayes: O'Loughlin, Jensen, Callahan, Huston, Hanna, Moore, and Prusator.

Resolution adopted and upon approval by Mayor assigned No. 2023-56 in the Official Book of Resolutions.

OTHER BUSINESS

Council Member O'Loughlin with a motion to approve the Code of Ordinances Chapter 52.02 exemption request from K. Kula, second by Council Member Moore. The roll being called the following Council Members voted: Ayes: Jensen, Callahan, Huston, Hanna, Moore, Prusator, and O'Loughlin.

Council Member Jensen with a motion to authorize the City Manager to execute an access and indemnity agreement for property located at 110 4th Ave NW, second by Council Member O'Loughlin. City Manager Schmitz stated the neighboring property owners would like to take care of invasive weeds located at the property and plant other vegetation. They talked about doing a lease initially, but after further discussion, it was decided they only want to do this one project at this time. City Manager Schmitz reached out to the City Attorney's office to prepare the access and indemnity agreement to protect the neighboring property owners and the City. Council Member Hanna asked if the Building Inspector was involved with this request. City Manager Schmitz said he was involved and so was the Park and Rec Director Bob Beatty. The roll being called the following Council Members voted: Ayes: Callahan, Huston, Moore, Prusator, O'Loughlin, and Jensen. Nays: Hanna.

Council Member Jensen with a motion to approve a one-year lease of property located at 718 Nelson Ave NE, second by Council Member O'Loughlin. Mayor Bleichner stated this is another FEMA lot. Council Member Jensen asked how this item was different from the previous agenda item. City Clerk/Treasurer Lampe said the individual is interested in leasing the property for personal use. Discussion was held on what can and cannot be done on a FEMA lot and if it would be inspected to make sure it follows the City Code of Ordinances. The roll being called the following Council Members voted: Ayes: Huston, Hanna, Moore, Prusator, O'Loughlin, Jensen, and Callahan.

Council Member Huston with a motion to approve the release of the promissory note and mortgage for Brian and Sonya Elzey from the 2011 Housing Rehab Program, second by Council Member Moore. Mayor Bleichner stated this property has met the five-year requirement in the program's requirements and can be released. The roll being called the following Council Members voted: Ayes: Hanna, Moore, Prusator, O'Loughlin, Jensen, Callahan, and

Huston.

Council Member Moore with a motion to approve Change Order #3 for the Police Department Remodel Project in the amount of \$14,002.18, second by Council Member Prusator. Mayor Bleichner reviewed that parts of the Change Order #3 were discussed at previous meetings. Police Chief Niedert reviewed the items in Change Order #3 for Council. The roll being called the following Council Members voted: Ayes: Moore, Prusator, O'Loughlin, Jensen, Callahan, Huston, and Hanna.

Council Member Jensen with a motion to authorize the Police Department to purchase a 2015 Dodge Caravan from Rydell of Independence at a cost of \$3,000.00 plus any fees associated, second by Council Member Moore. City Manager Schmitz shared a van from Rydell was used for DLE training. Rydell presented the Police Department with the opportunity to purchase the van instead of Rydell selling it at a future auction. The roll being called the following Council Members voted: Ayes: Prusator, O'Loughlin, Jensen, Callahan, Huston, Hanna, and Moore.

REPORTS

The following comments were heard from Council and Staff: Huston- Congratulations to the graduating seniors. Participated in Dollars for Scholars last week and over \$103,000 in grants were awarded. He also thanked everyone that participated. Hanna- Reminded everyone that City Wide Cleanup is June 10. Asked for an update on the flag at Jaycee Park. O'Loughlin- Stated people in his neighborhood like to have garage sales but do not always get permission from other people to put signs in their yards and then forget to collect the signs. Enjoyed time at Waterloo's Lost Island Water Park with his family and encouraged others to go there. Jensen- Provided an update from the May 17th Visioning Committee Meeting and mentioned potential meeting dates in June. Police- Provided an update on the remodeling project. Planning on having an open house the third week of June. Funds raised from the joint Police/Fire bowling tournament went to pay delinquent lunch accounts. Mayor- Met with the new postmaster Patrick Robertson and he is interested in doing the stairs/ramp at the post office building. Had a recent meeting with a representative from Ashley Hinson's office for funding for the work. The childcare market study grant has been awarded to the City. The City plans to start the study in August/September 2023. Met with Buchanan County Health Center and discussed the potential partnership for childcare. Funds from the Jon Holland fund were used to purchase flower baskets for the downtown area. Playground equipment for the inclusive park has been ordered and should be delivered this fall. It is the hope to have everything installed in the Spring of 2024. A new Buchanan County Tourism Director has been hired and starts later this month. City Manager- Parks and Recreation is working on the flagpole at Jaycee Park and there should be a flag there in time for Memorial Day. Did find in the new purchasing policy where an employee's spouse is mentioned and that is in the State Code. Mr. Dunlap reached out to him regarding erosion along Melone Creek and wanted to know if the City could look into this. Iowa DNR and the Core of Engineers will need to be contacted before anything is done as that area is in the flood way. Spoke of the properties that were notified to mow their lawns and how Park and Rec employees do not have the time to mow them right now. The council may want to discuss contracting with a contractor to mow applicable properties at a future meeting. Received a phone call from a party interested in purchasing the old McDonald's property, but the property would have to be rezoned for the proposed use.

ADJOURNMENT

Motion by Council Member O'Loughlin, second by Council Member Jensen to adjourn. Ayes: All.

Whereupon Mayor Bleichner declared the meeting adjourned at 5:53 p.m.



Brad Bleichner, Mayor of the City of Independence, Iowa

ATTEST:



Susi Lampe, IaCMC, IaCFO, City Clerk/Treasurer of the City of Independence, Iowa