

05/08/2023

The regular meeting of the Stuart City Council was called to order on the above date at 6:30 pm by Mayor Cook. Present were Council Members Kalbach, Kirkpatrick, Morgan, Doely and Renslow. Also present were City Administrator Ashour, Deputy Clerk Stouffer, Public Works Director Jim Henderson, Economic Development Director Matt Funk, Forrest Aldrich, Warren Varley, Marcus Mackey, Paige Witte, Katie Adams, Crystal Kirkpatrick, Nate Westre, Sheila Stone, Regan Doely, Bryan Belden, Eric Tiernan, Chip Schultz, John Gulbranson, Sadie Kleppe, and Brenda Dudley.

Moved by Renslow, seconded by Morgan to approve the agenda.

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| Roll Call: | Ayes: | Kalbach, Kirkpatrick, Morgan, Renslow |
| | Nays: | none |
| | Abstain: | Doely |

Motion carried.

Moved by Renslow, seconded by Morgan to approve the Consent Agenda:

- A. Approval of minutes of 04/10/2023
- B. Approval of financial statement as of 04/30/2023
- C. Approval of bills as presented
- D. Approval of Liquor License – Doe a Deer
- E. Approval of Liquor License – Ruby’s Pub & Grill

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| Roll Call: | Ayes: | Kalbach, Kirkpatrick, Morgan, Renslow |
| | Nays: | none |
| | Abstain: | Doely |

Motion carried.

Mayor Cook opened the Public Hearing on the City Budget Amendment for Fiscal Year ending June 30, 2023 and Certification Resolution.

There were no written or oral objections.

Mayor Cook declared Public Hearing closed.

Moved by Kirkpatrick, seconded by Doely to approve Resolution No. 23-10C “Amending Current City Budget for Fiscal Year Ending June 30, 2023”.

Roll Call: All Ayes

The Public Hearing on the Proposed Plans, Specifications, and Form of Contract for the Wambold Phase 3 / Housing Phase 4 Construction Improvements was held April 24th, 2023 at 6:00 pm by Deputy Clerk Stouffer.

Deputy Clerk Stouffer opened the Public Hearing on the Proposed Plans, Specifications, and Form of Contract for the Wambold Phase 3 / Housing Phase 4 Construction Improvements.

There were no written or oral objections.

Deputy Clerk Stouffer declared Public Hearing closed.

City Engineer Forrest Aldrich of Veenstra & Kimm, Inc. informed the Council that a total of five bids were received for the Wambold 3rd Addition project:

| <u>Contractor</u> | <u>BaseBid</u> | <u>Alternate Bid</u> | <u>Total Bid</u> |
|----------------------------------|-----------------------|-----------------------------|-------------------------|
| J&K Contracting | \$4,218,973.00 | \$1,285,240.00 | \$5,504,213.00 |
| Alliance Construction Group, LLC | \$4,134,414.50 | \$1,424,952.75 | \$5,559,367.25 |
| McAninch Corporation | \$4,086,085.00 | \$1,598,567.75 | \$5,684,652.80 |
| Rognes Corp | \$4,411,735.00 | \$1,165,395.00 | \$5,577,130.00 |
| All Star Concrete LLC | \$4,727,334.00 | \$1,423,684.00 | \$6,151,018.00 |

After review of the bids received, Veenstra & Kimm, Inc. would recommend the City of Stuart award contract for the Wambold 3rd Addition project to McAninch Corporation based on their base bid of \$4,086,085.00. If awarding the base bid and the alternate bid total, Veenstra & Kimm, Inc. would recommend the City of Stuart award contract for the Wambold 3rd Addition project to J&K Contracting based on their base bid and alternate bid total of \$5,504,213.00.

City Financial Advisor Chip Schultz of Northland Securities made a presentation to the Council regarding the financing for the Wambold Phase 3 (Housing Phase 4) Development. Schultz recommended the Council approve the base bid plus the contingency.

Moved by Kalbach, seconded by Renslow to award the contract for the Wambold 3rd Addition to McAninch Corporation for the base bid only based on their bid of \$4,086,085.00 and to approve the plans, specifications, and form of contract for the Wambold 3rd Addition Project.

Roll Call: Ayes: Kalbach, Morgan, Renslow
 Nays: Kirkpatrick, Doely
 Abstain: none

Motion carried.

City Engineer Forrest Aldrich made a presentation to the Council regarding the 2023 Sewer Manhole Rehabilitation Project.

Moved by Renslow, seconded by Morgan to approve Pay Estimate No. 1 to Hydro Klean \$84,607.50.

Roll Call: All Ayes

Moved by Kalbach, seconded by Renslow to approve Resolution No. 23-11C “Resolution Setting the Date for Public Hearings (May 22, 2023 at 6:00pm at City Hall) and Additional Action on Proposals to Enter into General Obligation Loan Agreements and to Borrow Money Thereunder.”

Roll Call: All Ayes

Moved by Renslow, seconded by Kalbach to approve the contribution to Midwest Partnership for the amount of \$1,782.00 for the 2022-2023 Fiscal Year.

Roll Call: All Ayes

Paige Witte made a presentation to the Council regarding the Travel Iowa Tourism Event. The Chamber of Commerce applied, and the City of Stuart was selected to be the second host city for this event, taking place June 20th and 21st. The Council thanked Witte and the Chamber.

City Administrator Ashour informed the Council that Fire Chief Renslow requested permission for Stuart Aquatic Center swim passes for summer 2023 as a token of appreciation for volunteer firefighters who responded to over 50% of the calls received. The list of acknowledged volunteers varies year to year. City Administrator Ashour thanked all of the volunteers who work to provide essential and emergency services to the City of Stuart, and recommended the Council approve this request in acknowledgement of volunteers and encouragement of their continued services.

Moved by Morgan, seconded by Kirkpatrick to approve Fire Chief Renslow’s request for permission for Stuart Aquatic Center swim passes for summer 2023 to the following volunteer firefighters who responded to over 50% of the calls received, as a token of appreciation:

Josh Renslow

Stephen Martinson
Kory Guisinger
Jim Henderson
Mike Kalbach
Matt Funk
Vince Long
Avery Hazen
Masan Hommer

Roll Call: Ayes: Kirkpatrick, Morgan, Doely
 Nays: none
 Abstain: Kalbach, Renslow

Motion carried.

Mayor Cook opened the Public Hearing on Rezoning the Tibben Property from Agricultural (AG) to Residential Single Family (RS).

There were no written or oral objections.

Mayor Cook declared Public Hearing closed.

Council Member Kalbach introduced an ordinance entitled Ordinance No. 23-02C “An Ordinance Amending the Code of Ordinances of the City of Stuart, Iowa by Changing the Zoning for the SE ¼ SW ¼ of 34-78-30 Owned by Tibben from Agricultural to Residential.”

It was moved by Council Member Kalbach and seconded by Council Member Renslow that the aforementioned ordinance had been given its first consideration and that it be adopted. The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: Kalbach, Kirkpatrick, Morgan, Doely, Renslow
Nays: None

Whereupon, the Mayor declared the motion duly carried and declared that said ordinance had been given its initial consideration.

It was moved by Council Member Morgan and seconded by Council Member Doely that the statutory rule requiring an ordinance to be considered and voted on for passage at two City Council meetings prior to the meeting at which it is to be finally passed be suspended. The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: Kalbach, Kirkpatrick, Morgan, Doely, Renslow
Nays: None

Whereupon, the Mayor declared the motion duly carried.

It was moved by Council Member Renslow and seconded by Council Member Kalbach that the ordinance entitled Ordinance No. 23-02C “An Ordinance Amending the Code of Ordinances of the City of Stuart, Iowa by Changing the Zoning for the SE ¼ SW ¼ of 34-78-30 Owned by Tibben from Agricultural to Residential” now be put upon its final consideration and adoption. The Mayor put the question on the motion, and the roll being called, the following named Council Members voted:

Ayes: Kalbach, Kirkpatrick, Morgan, Doely, Renslow
Nays: None

Whereupon, the Mayor declared the motion duly carried and the ordinance duly adopted.

Moved by Kalbach, seconded by Doely to approve Resolution No. 23-12C “Resolution Setting Date for Public Hearing (June 12, 2023 at 6:00pm at City Hall) on Designation of the Expanded Stuart Urban Renewal Area and on Urban Renewal Plan Amendment.”

Roll Call: All Ayes

Economic Development Director Matt Funk made a presentation to the Council regarding the TIF (Tax Increment Financing) Application from Sadie and Trevor Kleppe for The Stuart Scoop and requested that the application be referred to the bond attorney.

Moved by Kalbach, seconded by Renslow to refer the TIF Application submitted by Sadie and Trevor Kleppe, The Stuart Scoop, to City Bond Attorney John Danos with Dorsey & Whitney and City Financial Advisor Chip Schultz with Northland Securities as presented by Economic Development Director Matt Funk.

Roll Call: All Ayes

Economic Development Director Matt Funk made a presentation to the Council regarding the proposal from Nate Westre of Main Street Marketing. City Administrator Ashour informed the Council that if TIF funds are used for the cost of the marketing proposal, the item should be referred to the bond attorney to prepare an Internal Advance Resolution for approval next month.

Moved by Renslow, seconded by Kalbach to approve the contract for marketing services with Nate Westre of Main Street Marketing for a 12 month term commencing May 8, 2023 at a cost of \$1200.00 per month, and to refer the item to City Bond Attorney John Danos with Dorsey & Whitney as presented by Economic Development Director Matt Funk.

Roll Call: All Ayes

Economic Development Director Matt Funk made a presentation to the Council regarding the meeting time set for Council Meetings. Funk requested the Council consider changing the meeting time to 6:00 p.m. instead of the current meeting time of 6:30 p.m.

Moved by Kalbach, seconded by Renslow to change the meeting time for City Council meetings from 6:30 p.m. to 6:00 p.m. starting with the next regular meeting June 12, 2023.

Roll Call: All Ayes

Stuart Chamber of Commerce president Katie Adams made a presentation to the Council regarding use of the downtown speaker system. Councilmember Renslow informed the Council that she has had discussions with Adams, regarding the use of the downtown speaker system allowing the Chamber of Commerce to play music during business hours, weekends, and special occasions.

Moved by Renslow, seconded by Kirkpatrick to authorize the Stuart Chamber of Commerce to play music on the downtown speaker system during business hours, weekends, and special occasions as they see fit.

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| Roll Call: | Ayes: | Kalbach, Kirkpatrick, Morgan, Renslow |
| | Nays: | none |
| | Abstain: | Doely |

Motion carried.

Councilmember Renslow made a presentation to the Council requesting quarterly joint meetings with the Utility Board of Trustees be scheduled before the regular City Council meetings in March, June, September, and December.

Moved by Kalbach, seconded by Doely to approve holding quarterly joint meetings with the Utility Board of Trustees before the regular City Council meetings in March, June, September, and December.

Roll Call: All Ayes

Mayor Cook made a presentation to the Council requesting authority to proceed with code enforcement nuisance abatement for properties where estimated abatement costs total less than \$500.00.

Moved by Renslow, seconded by Kirkpatrick to authorize the Mayor to proceed with code enforcement nuisance abatement for properties where estimated abatement costs total less than \$500.00.

Roll Call: All Ayes

Moved by Morgan, seconded by Renslow to approve increase of wages for the 2023 – 2024 Fiscal Year as follows:

| | | <u>Annual or per hour increase amount</u> | |
|---------------------|----|---|--------------|
| Ashraf Ashour | 4% | \$2041.80 | (City Share) |
| Alan Bovee | 4% | Part-time \$0.5456 per hour | (City Share) |
| Nadine Avey | 4% | Part-time \$0.8064 per hour | (City Share) |
| Sarah Stouffer | 4% | \$861.54 | (City Share) |
| Ashley Pieper | 4% | \$599.04 | (City Share) |
| Jim Henderson | 4% | \$2647.96 | |
| Kory Guisinger | 4% | \$1702.26 | |
| David Reha | 4% | \$2912.00 | |
| Katie Guisinger | 4% | \$2496.00 | |
| Daniel Irving | 4% | \$2076.00 | |
| Shane Martinson | 4% | \$1872.00 | |
| Sean Bovinett | 4% | \$2427.81 | |
| Luke Dahl | 4% | \$2160.00 | |
| Matthew Funk | 4% | \$2204.80 | |
| Part-time Paramedic | 4% | \$0.76 per hour | |
| Part-time EMT | 4% | \$0.58 per hour | |

Effective July 1, 2023

Roll Call: All Ayes

Adjournment at 8:08pm.

Minutes submitted by Deputy Clerk Stouffer.

Dick Cook, Mayor

Ashraf Ashour, City Administrator