

Lawton City Council Minutes

June 3, 2014

The Lawton City Council met in Regular session on Tuesday, June 3, 2014, at the Lawton City Hall. Meeting called to order at 5:00 pm by Mayor Rick Schorg. Council members answering roll: Perry Ludwig, Terry Masching, Don Grigg, Matt Otto and Will Wollesen. Others attending included City Clerk Patricia Washburn, Public Works Director Mark Vaul, City Attorney Glenn Metcalf, City Engineer Jerry Steffen, Tyler Manker, Howard Smith, Jeff Nitzschke, Chris Aakhus and Kelly Boyle.

Motion by Ludwig, second by Grigg, to approve Tentative Agenda as presented. Motion carried on roll 5-0.

SIMPCO representative was not present to give update on housing projects. Motion by Otto, second by Grigg, to approve pay requests of \$30,070.00 for work performed on projects. Motion carried on roll 5-0.

Council reviewed April Sheriff's report. Sheriff's office was in Lawton for approximately 20 hours of Directed Patrol during the month. Council discussed vehicles and motor homes that remain parked on the streets. Council directed Attorney to move forward with letter to property owner.

Motion by Masching, second by Ludwig, to approve \$2,630.00 pay request from Steffen Engineering for work performed on Elm Street Reconstruction project. Motion carried on roll 5-0.

Butch Hoffman with Danko Emergency Equipment planned to sound Federal warning siren during meeting. However, due to inclement weather, the test was cancelled. After much discussion, motion by Wollesen, second by Otto, to purchase Federal early warning siren from Danko at cost of \$18,141.00. Grant funds from INS and Western Iowa Telephone Association will be used toward purchase. On roll call vote, voting Aye were Ludwig, Otto and Wollesen. Voting Nay were Masching and Grigg. Motion carried 3-2.

Motion by Otto, second by Wollesen to approve 3rd reading of water line installation and fees ordinance clarifying homeowner is responsible for water lines from main to house. Motion carried on roll 5-0. Jeff Nitzschke was present to question how city planned to assure quality products would be used. Much discussion followed after which Grigg moved to rescind the previous motion. Masching seconded. Motion to rescind was approved by roll call vote 5-0. Council directed Attorney to provide amendment of current ordinance to reflect modification of current fee set-up, and to add section stating City would be responsible for water service from city main up to, and including, curb stop.

Motion by Masching, second by Wollesen, to approve 1st Reading of Ordinance amendment regarding raising delinquent fees on utility accounts from 10% to a flat rate of \$25.00. This fee will be for every overdue account regardless of amount past due. Customers will be given a one-time grace per fiscal year. Motion carried on roll 5-0. Council indicated they will consider waiving 2nd reading and proceed with final reading, approval and adoption of amendment at next meeting.

Kelly Boyle was present to discuss Special Events Permit Application she had presented for Memories Bar & Grill. She indicated they have a band playing July 4th and would possibly need a section of Cedar Street to be closed. She has applied for a temporary outdoor service area permit for July 4 & 5. Motion by Wollesen, second by Masching, to approve the Special Events Permit Application as presented. Motion carried on roll 5-0.

Chris Aakhus was present to discuss clarification on duplex being built in West Creek Addition. Council stated there are to be two water lines and two sewer lines to each prospective main.

Regarding the nuisance abatement notice sent to a local resident, Attorney stated items placed in the alley have been removed.

Council directed Clerk to ask lawn care personnel to give bid on additional city locations including Ash Street Park, West Creek waterway, 311 E Maple Street and out lots on Tara Way.

Email was received from resident asking city to clean culverts in drainage ditch. Mayor and Council will investigate matter.

Recommendation by selection committee to offer job of Lawton City Clerk to Janet Hasche with a salary equivalent to \$18.00/hr. Based on previous city experience, it was also

recommended Mrs. Hasche be granted two weeks' vacation. It was further recommended that during the training period current City Clerk Patricia Washburn receive additional \$2.00/hr. Mrs. Hasche has agreed to take on certain administrative duties associated with this position including a supervisory role over the Public Works Department. She has also stated her intention to accept said position, if offered, effective July 7, 2014. Motion by Ludwig, second by Otto, to follow committee recommendation on all previous counts associated with hiring new city clerk. Motion carried 5-0.

Vaul questioned pay increases for other employees. Council stated it was not warranted at this time.

Vaul had no report for Public Works Department and left meeting at 6:40 p.m.

Building permits approved were: 208 Linden, car port; 401 Ash St., front steps and deck; 111 West Creek Dr., pergola; 321E Birch St., deck and ramp; 301 West Creek Dr., concrete slab; 317 Elm St., patio, fence and block wall; 210 E Maple St., concrete slab.

Clerk shared correspondence with Council. Also discussed nuisance issues brought up by area residents. Council directed Attorney to send letters to residents with nuisance issues.

Attorney Metcalf informed Council of litigation updates.

Council directed Attorney to send letter to business owner regarding vehicles parked on public right of way.

Mayor will contact property owner or realtor regarding excessive weeds in West Creek Development.

Motion by Masching, second by Otto, to approve consent agenda including: May 6 & May 20, 2014, minutes; May 2014 disbursements of \$128,732.24; financial statements from May, 2014, approval of Cigarette & Tobacco Permit for HAKA, aka Lawton Pronto; and approval of Temporary Outdoor Service Area Permit for Memories Bar & Grill on July 4th & 5th, 2014. Motion carried on roll 5-0.

Councilman Grigg stated two trees had winterkilled on the water tower lot. Public Works had removed them, but holes needed to be filled. Grigg suggested purchasing new trees with grant funds.

Councilman Grigg then presented a letter of resignation, effective at the finish of current meeting, to Mayor Schorg citing that due to his age he feels he can no longer perform the duties required of a City Council person. With much regret, Council accepted Grigg's letter of resignation, thanking him for his years of service on the Lawton City Council beginning in January of 2004. Council also thanked him for his generous donations to the City over the years.

After discussion regarding Grigg's resignation, Council directed clerk to publish a notice in the Menville Record of the intent to appoint to fill the position vacated by Grigg.

With no further business to come before the meeting, the meeting adjourned at 7:15 pm.

| REVENUES BY FUND | | DISBURSEMENTS BY FUND | |
|------------------------|------------------|--------------------------|-------------------|
| Interest Earned | 800.37 | TIF-Housing | 43,374.00 |
| TIF | 5,105.27 | TIF-West Creek | 49,688.50 |
| Local Option Sales Tax | 8,392.39 | Local Option Sales Tax | - |
| General | 8,700.04 | General | 5,281.12 |
| Road Use Tax | 4,258.84 | Road Use Tax | 17,490.63 |
| Water | 14,212.90 | Water | 4,290.76 |
| Sewer | 4,553.08 | Sewer | 2,519.40 |
| Garbage | 5,467.04 | Garbage | 4,959.75 |
| Fire Revenue | - | Fire Disbursements | 1,128.08 |
| TOTAL REVENUE | 51,489.93 | MAY DISBURSEMENTS | 128,732.24 |

WARRANTS APPROVED

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|---|-----------|
| Staples.com, black & yellow print head | 58.49 |
| Analytical & Consulting Serv., lab fees | 42.50 |
| Ed Madison Construction, Inc. | 10,150.00 |
| Floyd River Materials, Inc., fill sand | 77.10 |
| Lawton Pronto, fuel | 1,038.87 |
| Siouxland Humane Society, April | 70.00 |

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|--|-------------------|
| Speedy Rooter Underground, water line valve repair | 1,200.00 |
| City of Lawton, utilities | 60.77 |
| Ed Madison Construction, Inc. | 11,500.00 |
| Novak Sanitary Service, garbage contract | 4,867.50 |
| SIMPSCO, administration duties | 10,319.00 |
| Steffen Engineering, Elm St. Plans & Specs | 12,855.00 |
| Western Iowa Telephone | 338.37 |
| Allegiant Emergency Services, gloves | 183.18 |
| American Legion Post #718, 4x6 flag | 18.00 |
| Bomgaars, misc. supplies | 116.70 |
| Ed Madison Construction, LMI projects | 11,405.00 |
| Ed M Feld Equipment, carbon shields | 71.90 |
| First Trust & Savings, bond pmt | 49,688.50 |
| Floyd River Materials, crushed concrete | 63.84 |
| GCC Ready Mix, concrete | 290.00 |
| Iowa One Call, locates | 22.70 |
| Menard's, supplies | 179.39 |
| MidAmerican Energy, gas/electric | 1,852.79 |
| Nitzschke Construction, reim. Expenses | 92.25 |
| Panama Transfer, ship grinder pump | 55.02 |
| Roto-Rooter, West Creek lift station pump | 355.00 |
| Siouxland Dist. Health Dept., hardness test | 10.00 |
| United Rentals, Inc., 3 pails Stop Leak | 117.75 |
| Western Iowa Tech., Trailing | 150.00 |
| Wigman Company, elbow | 10.81 |
| Employee Compensation | 7,257.29 |
| EFTPS, Fed, Med, SS | 2,653.22 |
| IPERS, retirement contributions | 1,529.00 |
| Aflac, employee contribution | 32.30 |
| <u>MAY DISBURSEMENTS</u> | <u>128,732.24</u> |

ATTESTED BY: _____
Patricia L Washburn, City Clerk