

**Lake City Common Council
Regular Meeting
Monday July 11 6:00 p.m.
City Hall Council Chambers**

Members Present: Mayor Joel Beckman, Andru Peters, Mary Lou Waltman, Randy Klipfel, Greg Schreck, Mark Spence, Russell Boe

Members Absent: None

Staff Present: City Administrator Mark Sievert, City Attorney Sarah Sonsalla, City Clerk Kari Schreck, Public Works Director Scott Jensen, Planning Community Development Director Rob Keehn

Mayor Beckman called the meeting to order at approximately 6:00 p.m. in the Council chambers of City Hall with a quorum present.

Pledge of Allegiance

Mayor Beckman led the Pledge of Allegiance.

Introductions

Review Adopt/Amend agenda

Spence and Klipfel stated that they will abstain from the consent agenda vote as the requested actions involve family members.

Motion Waltman, second Peters to adopt the agenda. All ayes 7-0-0.

Public Forum

Phil Gartner discussed the Mayo Affiliation agreement and its benefit to the city in its current form. Russell Malcomson stated that he has had conversations with the Chief of Police from Sioux Center Iowa regarding conversion of 4 lanes of traffic to 3 through that community. Russ stated that he could arrange for this person to provide input at the August council meeting.

Mayo Hospital Affiliation contract

Council member Schreck requested this item for the council packet for council to discuss whether or not Mayo is in violation of the hospital affiliation contract with the City of Lake City and, if so, what options are available. There was discussion by council with Phil Gartner as well as the City Administrator. Council requested that the City Attorney review the agreement have a discussion with Mayo.

Introduce and conduct the 1st reading of Ordinance 567 amending the Lake City Municipal Code. Title XV: Land Use Chapter 155: Zoning Ordinance

The Lake City zoning ordinance groups public safety services (police, ambulance, etc.) under the Community Services land use. Community Services is primarily comprised of such uses as senior centers, museums, libraries, community organizations, etc. With this emphasis, the Community Services land uses are rather restricted in where they can be located. Currently only three zoning districts allow Community Services as a permitted use: B1- Central Business District, LMX – Lakefront Mixed Use, and MC – Medical Campus. The property on 10th Street

where the new Public Safety Building is proposed cannot be rezoned to any of these districts because of the district requirements (B1 and LMX), or because the district does not seem entirely appropriate for the area (MC).

The proposed amendment would institute 1) a new land use designation for public safety facilities, 2) a new definition for the designation, and 3) update the district regulations to permit the use in the RD – Rural Development, LI – Light Industrial, B2 – Highway Commercial, B1 – Central Business, LMX – Lakefront Mixed Use, and MC – Medical Campus Districts. The use would be conditional in all other residential districts.

The Planning Commission conducted a public hearing for the amendment at its July 5, 2016, meeting and voted (6-Yes, 0-No) to recommend approval of the amendment with one revision. The Commission recommended that public safety services not be permitted in the LMX district due to its limited size.

Motion Spence, second Waltman to introduce and conduct the 1st reading of Ordinance 567 amending the Lake City Municipal Code, Title XV: Land Use Chapter 155: Zoning Ordinance. All ayes 7-0-0.

Approve a contract for construction management with Reliable Contractors, Inc. for the Public Safety Building project.

The contract covers the bid process and construction management for the duration of the project. Reliable Contractors, Inc. assisted in the design of the facility and has the working knowledge of the project.

Approval of the contract will allow staff to work with Reliable Contractors to begin the bidding process in order to determine final project cost. The total contract cost for the services provided throughout the project is \$266,142 and is part of the total project estimate.

Questions from council were answered by Gary Nordeen of Reliable Contractors as well as city staff.

Motion Waltman, second Spence to approve a contract for construction management with Reliable Contractors, Inc. for the Public Safety Building project.

Council member Boe requested that the action be tabled as he wants more public input on the project. Council member Schreck stated that he supported that as well, and the once the Rural Ambulance assessment is completed in August, it may have an impact on the project. A motion was then made:

Motion Boe, second Schreck to table approving a contract for construction management with Reliable Contractors, Inc. for the Public Safety Building project. Roll call vote: Beckman nay, Schreck aye, Boe aye, Peters nay, Spence nay, Waltman nay, Klipfel nay Motion fails 2-5-0.

A vote was then taken for the motion on the floor: **Motion Waltman, second Spence to approve a contract for construction management with Reliable Contractors, Inc. for the Public Safety Building project Roll call vote: Beckman aye, Schreck nay, Boe nay, Peters aye, Spence aye, Waltman aye, Klipfel aye Motion carried 5-2-0.**

Approve construction drawings for the Public Safety Building and direct staff to issue the construction documents for bid

City staff has worked with Widseth Smith Nolting and Reliable Contractors, Inc. to produce the final construction drawings for the Public Safety Building. In order to determine the final project

cost, the project has to be put out for bids, which will then be reviewed and brought back to the City Council for final approval. Following is the proposed timeframe for the bid process:

Issue construction documents for bid	July 13, 2016
Bid closing	9:00am July 27, 2016
Award contracts	August 15, 2016
Break ground	September, 2016

Motion Spence, second Waltman to approve construction drawings for the Public Safety Building and direct staff to issue the construction documents for bid. Roll call vote: Beckman aye, Schreck nay, Boe aye, Peters aye, Spence aye, Waltman aye, Klipfel aye Motion carried 6-1-0.

Authorize special election on ballot question related to the vacation and conveyance of a portion of South Washington Street

David Rodewald has been in discussions with the EDA to acquire the former Conoco site at 303 South Lakeshore Drive in order to develop Block 13. Mr. Rodewald has requested that the City vacate and convey its interest in a portion of South Washington Street adjacent to Block 13 in order to incorporate it into his project.

The City Charter requires that property located in this area that the City has an interest in not be vacated or conveyed without the approval of a majority of the voters of the City voting at a general or special election to approve such sale or vacation. At its meeting on June 13, 2016, the City Council directed City staff to prepare a ballot question so that a special election on the ballot question can be held in conjunction with the 2016 general election on November 8, 2016.

The City Attorney has drafted the ballot question. It is the City Attorney's opinion that the question should not be too detailed as the specifics of Mr. Rodewald's project have yet to be determined. If the question contains too many specifics about the project, the City risks having to resubmit the question to the voters which could cause additional expense and delay. The City Clerk must provide written notice to the county auditors of the question to be voted on at least 74 days before the general election (which would be August 26th). The ballot must also be published in the City's official newspaper at least two weeks before the election along with one being available for public inspection in the City Clerk's office. All related costs are to be paid by applicant.

Motion Spence, second Klipfel to authorize special election to be held at the November 8, 2016 general election on a ballot question related to the vacation and conveyance of a portion of South Washington Street. All ayes 7-0-0.

Performance review of City Administrator Sievert

On July 5, 2016 the City Council held a special meeting to conduct a performance review of City Administrator Mark Sievert. All Council Members provided comments to the Mayor who, in turn, provided a summary of such to Administrator Sievert and the City Council for discussion. Mayor Beckman presented a salary and contract adjustment as follows: salary adjustment from \$105,000 to \$110,000 per year; severance and insurance from 3 months to 6 months; increase PTO bank by 120 hours; and increase vehicle allowance from \$300 per month to \$350 per month.

Motion Klipfel, second Boe to approve the performance review of City Administrator Sievert, exceeds performance expectations, and approved a contract adjustment salary adjustment from \$105,000 to \$110,000 per year; severance and insurance from 3 months to 6 months; increase PTO bank by 120 hours; and increase vehicle allowance from \$300 per month to \$350 per month effective July 11, 2016. All ayes 7-0-0.

The City Attorney was directed to make the necessary changes to the contract.

Approve Finance Director selection process

Authorization was granted by the City Council June 13, 2016 to begin the hiring process for the Finance Director position – due to retirement. City Administrator Sievert met with Gary Weiers (David Drown Associates, Inc.) and developed a proposed process and interview schedule for Council consideration. Interviews will be held on August 23rd 2016.

A three member committee of council was determined to be councilmembers Boe, Beckman, and Waltman with council member Schreck as an alternate.

Motion Waltman, second Klipfel to approve Finance Director selection process.

All ayes 7-0-0.

Consent Agenda

6. Consent Agenda

- a. CC budget workshop 6.13.16
- b. CC minutes June 13, 2016
- c. CC Hwy 61 retreat minutes June 27, 2016
- d. Council special meeting July 5, 2016
- e. Approve expense claims 6.9.16-7.6.16
- f. Adopt Resolution 16-064 amending 2016 Police line item budgets
- g. Appoint Bethanie Bull to the vacant Police Reserve Officer position from the Civil Service Commission Certified List of Candidates
- h. Approve hire of Diane Spence for temporary employment at Lake City Police Department at Step G Grade 5 Of the 2016 part time pay scale.
- i. Approve hire of Nate Klipfel, Hok-Si-La seasonal Grade 1 Step 1, Mackenzie Noll, Pool Grade 1 Step 1 and Cole Willers, Marina seasonal \$8.55/hr (marina pay scale)
- j. Approve New On Sale, On Sale Sunday & 2:00 a.m. liquor license application for TJ's Lakeshore Pub, Inc.
- k. Approve 1-4 day Temporary On-Sale Liquor license for Lake City Chamber of Commerce for Junk Crush event September 10-11, 2016
- l. Request to close 100 to 300 blocks South Washington Street and 100 and 200 blocks East Center Street for Junk Crush September 10-11, 2016
- m. Approve request to close 100 blk S Oak St and cone off parking spaces in 200 blk W Center St on park side to accommodate participants in Relay for Life
- n. Approve request for the Louis McCahill American Legion Post 110 to host a lawful gambling event.
- o. Adopt Resolution 16-060 accepting donation of \$841.40 for the renovation/addition of the Lake City Public Library.
- p. Adopt Resolution 16-061 accepting donations totaling \$1,150.00 for the renovation/addition of the Lake City Public Library.
- q. Adopt Resolution 16-062 amending TH61 fund \$2,500 and Water Service Line Repair \$48,000

Motion Waltman, second Schreck to approve the consent agenda as presented. All ayes 5-0-2. Klipfel and Spence abstained.

Communication Updates

Council acknowledged receipt of summer recreation memo on hires/ no hires for the program.

Miscellaneous Discussion

None

Informational Reports

As presented

Motion Waltman, second Boe to adjourn at 7:50 p.m. All ayes 7-0-0.

ATTEST:

Kari Schreck, City Clerk

Joel T. Beckman, Mayor