

**UNAPPROVED MINUTES**  
**Earlham City Council Meeting**  
**March 14, 2016**

The Earlham City Council met in regular session on Monday March 14, 2016, at Earlham City Hall. Mayor Lillie called the meeting to order at 7:01 p.m. and the following answered roll: Fredericksen, Petersen, Royster, Swalla. Absent: Griswold. Also present: Clerk Hibbs, Police Chief Heimdal, Public Works Supervisor Coffman.

1. Approval of Agenda

**Motion by Petersen, seconded by Fredericksen, to approve agenda.**

**Roll: Ayes – unanimous. Motion passes.**

2. Public Forum – No one present to address Council.

3. Consent Agenda:

a. Minutes of February 8, 2015 regular session Council meeting

b. January 2016 and February 2016 Treasurer's reports

c. March 2016 Claim and Receipt report

**Motion by Petersen, seconded by Royster, to approve consent agenda.**

**Roll: Ayes – unanimous. Motion passes.**

4. Boards, Commission, Committee Reports

Finance Committee – Tax abatement – Chairperson Royster stated the Finance Committee recommends a 100% 5 year tax abatement. Hibbs said she spoke with Kristen Cooper at the Ahlers Law Firm, who said State Code allows a tax abatement of 100% of first \$75,000, with declining scale over 5 years. Hibbs also had a conversation with Tim Ostroski at SICOG regarding an update of Earlham's Urban Revitalization Plan. He said SICOG could redo our Plan for around \$250,000. This will be put on the agenda for the April 11<sup>th</sup> council meeting for further discussion.

Street Committee – Snow parking ordinance. – No direct plan, however, talked about more enforcement, higher parking ticket fines, and more advanced warning, whether it be put on water bill, notice on cars, or send out letters to whole town. Discussion on increasing fine amounts and other alternatives. Coffman said it is almost impossible to get a tow truck during/after a snow event. Mayor said he felt larger fine would deter noncompliance. Item will be put on May or June agenda. Royster asked if Stuart towing companies had even been contacted. Council directed Hibbs to do more research and come back with a possible ordinance. Also, there were several complaints regarding trees overhanging on 6<sup>th</sup> Street scraping trucks. Coffman has since sent out letter and talked to property owner, and trees have been trimmed.

5. Public Works Report, Gary Coffman, Public Works Supervisor

The truck route should be good since trees have been trimmed. City trimmed trees in alleys and also rocked alleys. Trees on City property have been trimmed or pruned. One half of town has been swept. New radiator has been installed on Red Chevy Flatbed, which also needs multiple other repairs. Has been replacing broken water meters. Has new slide for Rec Park ready to install.

6. Police report, Police Chief Jason Heimdal

Mitch attended training at Iowa Pipeline. Chief has helped with training at the Academy, for which the City receives credit. He has been talking with Stivers Ford about the new police vehicle. Discussion on whether to buy new car this fiscal year or next. Was budgeted for in FY17. Royster said he preferred not add this to the amendment which is being prepared. No price difference between the 2016 and 2017 vehicles. Council decided to wait and order after July 1, 2017. Council had comments/questions on: speeding on SW Walnut; vehicles going through stop sign at 6<sup>th</sup> & Chestnut; complaints on 4-wheeler riding on street; and no parking zones. Coffman said he will look into pricing for red flashing light for stop sign.

7. OLD BUSINESS - None

8. NEW BUSINESS

- a. Consider approval of Resolution No. 16-13, Approving the Withdrawal of \$53,488.19 from the City of Earlham Checking Account and Investing That Amount in a Certificate of Deposit at Earlham Savings Bank allocated for the Earlham Cemetery Perpetual Care Fund.  
Hibbs explained the history of where these funds originated from and why they needs to go into a CD.  
**Motion by Royster, seconded by Petersen, to approve Resolution No. 16-13, Approving the Withdrawal of \$53,488.19 from the City of Earlham Checking Account and Investing That Amount in a Certificate of Deposit at Earlham Savings Bank Allocated for the Earlham Cemetery Perpetual Care Fund.**  
**Roll: Ayes – unanimous. Motion passes.**
- b. Set Public Hearing date for the FY16 Budget Amendment for April 11, 2016 at 7:00 p.m.  
**Motion by Royster, seconded by Swalla, to set April 11, 2016, 7:00 p.m., as the time for the FY16 Budget Amendment Public Hearing.**  
**Roll: Ayes – unanimous. Motion passes.**
- c. Consider approval of Resolution No. 16-14, Stating the Earlham City Council Waives It’s Right to Review A Proposed Division Of Property, Described as NW SE EX PAR G-3A, Section 5-77-28, Which is Within Two (2) Miles Of The Corporate Limits Of The City of Earlham.  
**Motion by Petersen, seconded by Fredericksen, to approve Resolution No. 16-14, Stating the Earlham City Council Waives It’s Right to Review A Proposed Division Of Property, Described as NW SE EX PAR G-3A, Section 5-77-28, Which is Within Two (2) Miles Of The Corporate Limits Of The City of Earlham.**  
**Roll: Ayes – unanimous. Motion passes.**
- d. Consider approval of request by David Kroeger for variance to noise ordinance for an outdoor band on May 21, 2016, from 4:00 p.m. to 8:00 p.m.  
**Motion by Royster, seconded by Petersen, to approve the request by David Kroeger for variance to noise ordinance for an outdoor band on May 21, 2016, from 4:00 p.m. to 8:00 p.m., at 545 NE Cherry.**  
**Roll: Ayes - unanimous. Motion passes.**

9. Mayor’s Report

City will with partner with Earlham Student Council to provide Newcomer Packets. Mayor contacted retail businesses, most of which are giving a \$5 gift card for the packet, which will help introduce new residents to their business. School and City are both going to include an informational tri-fold flyers. School will offer tours to encourage enrollment, instead of open enrollment. Student Council will provide the cinch-type backpacks for this project.

March 24<sup>th</sup> Madison County Development Group will do their tour of the county. This year they will come to Earlham to learn about our infrastructure improvements, new businesses, new sidewalks downtown, etc.

He also mentioned the Planning & Zoning workshop Aril 19<sup>th</sup> in Creston for any council member wishing to attend..

10. Clerk’s Report

Hibbs wanted to check with Council on After Prom donation. Consensus of council was not to donate. Stated she is working on budget amendment for FY16. Royster asked about the money budgeted in current year’s budget for Christmas decorations for the street lights. Royster & Fredericksen volunteered to go through materials and pick out decorations.

11. Council comments/discussion - None

12. Adjourn

**Motion by Swalla, seconded by Royster, to adjourn.**

**Roll: Ayes – unanimous. Motion passes.**

Being there was not further business, the meeting was adjourned at 8:05 p.m.

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Jeff Lillie, Mayor

Attest: \_\_\_\_\_  
Mary Sue Hibbs, Clerk/Treasurer