

CITY OF NEW STRAWN
COUNCIL MEETING
Thursday, December 10, 2020

Present were: Council President, Rhonda Taylor

Council Members: Richard Croll
Jeanne Haas
Gary Haehn
Jim Weeks

Staff Present: Martha Newkirk, Zoning Administrator
Chris Allen, Code Enforcement Officer (not present)
Steven Dwight, Maintenance Operator
Lana Johnson, City Clerk
Philip Wright, City Attorney

Others Present:

Call to Order: Council President, Rhonda Taylor called the meeting to order at 7:00 p.m., in the absence of Mayor Mark Petterson.

Flag Salute: The meeting opened with the Pledge of Allegiance.

Approval of Agenda:

- Haas requested the approval of special meeting minutes from November 24, 2020 be moved from the consent agenda to Mayors Report as she wasn't at that meeting.

Haehn moved, seconded by Weeks, to approve the agenda as amended. **Motion carried 5-0.**

Approval of Consent Agenda:

- Move to approve the November 12, 2020 regular council meeting minutes
- Move to approve the Warrants dates November 6, 2020 through December 3, 2020 in the amount of \$23,318.87
- Move to approve the November 2020 Payroll in the amount of \$9,062.21.

Haas moved, seconded by Weeks, to approve the consent agenda. **Motion carried 5-0.**

Financial Reports:

Haehn moved, seconded by Croll, to approve additional warrants in the amount of \$394.09. **Motion carried 5-0.**

Staff Reports:

Zoning Administrator Report

- Zoning Administrator Newkirk requested a review of the City of New Strawn Fee Schedule and the Application for Building/Zoning Permit
 1. Replace the wording of Building Permit with Zoning Permit

2. Remove "cannot be larger than 80% of square footage of principal: from Accessory Bldg/Shop
3. Remove Wireless Tower for Special Use
4. Remove "No permit required if under 30" in height" from Sidewalks (Flat)
5. Sidewalk – permit required but no charge. Homeowner needs to be aware that it might be removed and not replaced over easement.
6. Remove Sign Permit from second page - already listed on page one.
7. Increase fees for Special Use, Variance and Conditional Use to \$150.
8. Add Appeal \$150 to the fee schedule.

City Attorney Wright will look into the Zoning Code to ensure the proposed changes are within code.

Code Enforcement Officer Report (not present)

Maintenance Operator Report (written report submitted)

- CARES update
 1. AAA Glass Service to install automatic openers, panic bar and drop through mail slot.
 2. Great Plains Design Center to install a PPE window with speak through.
 3. Getting quotes on floor scrubber for the Community Building.
- Building/cover for salt bin
 1. To get bids for post frame building
- Water line – Industrial

Weeks moved, seconded by Haehn, to approve the purchase of materials, not to exceed \$3,000, needed to upgrade the water meter at 244 N Industrial contingent on landowner paying in advance for materials. **Motion carried 5-0.**

Council member Haas thanked Steven for hanging the outside Christmas lights. Steven thanked Council member Taylor for her and Mr. Taylors help in hanging the veteran's banners last month.

City Clerk Report: (written report submitted)

- Minutes
- TrustPoint Insurance refund for mini truck \$60.00
- 400 Decker St water/mowing bills – mortgage company said the owner is responsible. Ex-wife is still on the mortgage
- Dog at large
- Mini fridge is getting ready to die
- Fire proof file/safe to be delivered 12/11
- Community Building Calendar–Rentals updated
December
- 12th - Private event
- 17th – Fire Dept. Dinner – canceled
- 18th – 19th Private event
- 24th Private event

Haas moved, seconded by Haehn, to approve the purchase of a mini fridge not to exceed \$200. **Motion carried 5 – 0.**

Council Member Taylor thanked the city clerk and maintenance operator for doing a great job.

City Attorney Report: City Attorney Wright advised the council there had been a lawsuit filed against the city and advised on how that is to be handled within the Council Meetings.

Mayor's Report:

Croll moved, second by Weeks to approve the special meeting minutes from November 24, 2020.

Motion carried 4 – 0 - 1. Haas abstained.

Finance and Economic Development: Council Member Haas reminded the Council that there are no funds left in Parks. The Parks electric bill was paid out of the General Fund. The remaining budgets should carry over \$1,000 or more.

Community Building Report: Council Member Croll suggested more supplies be purchased from the CARES funding for the community building.

Utility Report: Council Member Weeks reported Water Usage & Loss Report looks good at 6.5%. Steven reported chlorine residual is still high. He plans to let the tower run low, shut it down and dump.

Street Report: Council Member Taylor asked Steven to report on sealing the parking lot and streets. Steven mentioned fog sealing the City Hall parking lot. Council Member Taylor and Steven asked for input on finishing the 4th year of the street or to maintain the current streets with chip seal. Council Member Weeks was concerned about Arrowhead being built up too high. Steven explained that it would be milled. Council Member Croll asked about getting the north end of Arrowhead on the list. Council Member Haehn brought up drainage issues. Council President asked that the drainage be tabled until Mayor Petterson was back. City Attorney Wright explained that the homeowner is responsible for drainage on their own property.

Public Relations: Council Member Haas reminded the council to check out the Christmas lights between December 18th and 20th. The sign will be put in the winner's yard on the 21st. There was question about pursuing Strawnfest.

Parks and Recreation Report: Council Member Haehn suggested that next year Christmas lights be put up around the lake and park.

Haas moved, second by Weeks to approve purchase of \$2,500 worth of trout to be stocked in the City Lake contingent on receiving a \$2,000 contribution from USD 244/Burlington Recreation Commission with \$500 charged to General Fund. **Motion carried 5-0.**

Public Safety Report: N/A

New Business:

Haas moved to approve Christmas Eve 2020 as an additional paid holiday and give Chamber Bucks to employees as of October 31 as follows:

Full-Time Employees: Net \$75 Bonus (Steven Dwight)

Part-Time Employees Net \$50 Bonus (Brenda Klubek, Doris McBride, Lana Johnson, Martha Newkirk & Robert Williamson)

Employee evaluations are tabled until the January 14, 2021 meeting.

Old Business: N/A

Council President Taylor adjourned the meeting at 8:18 p.m.