

**City of Union
Regular Council Meeting
Tuesday June 13, 2017**

Mayor Tom Pieper called the regular City of Union council meeting to order at 6:35 pm. The pledge of allegiance was recited by all present. Roll Call was answered by Alan Donaldson, Nathan Bernard, Stephanie Carson, Candy Wait and Cheryl Halverson. Also present were 6 residents and Fire Chief Clemons, Todd Speicher and Rhonda Guy. Also present were Mayor Tom Pieper, City Clerk Colleen Eagan and Steve Locke and Lucas Billesbach from JEO Consulting Group.

A motion was made by Halverson and seconded by Donaldson to approve the agenda. Roll call vote, 5 ayes, motion passed.

Residents' Concerns: Concerns had been expressed to council person Wait about mowing the weeds along the creek. Visibility is an issue. Chemicals will be purchased to spray the weeds and Todd Speicher will mow and weed eat.

Consent Agenda: Motion was made Donaldson and seconded by Bernard to approve May minutes and pay bills through June 13, 2017. Roll call vote, 5 ayes, motion passed.

Mayor Report & Committee Reports

Mayor: John Donaldson repaired the lawn mower. Mayor expressed thanks to John. Todd Speicher mowed weeds around lagoon. Todd also mowed and did weed eating for nuisance abatements. Billing is to follow. Hydraulic fluids are not registering on the dump truck and Todd will replace. Rock needed in pot holes.

Clerk Report: Packets given to council included Library Board Minutes, Water Rates for some cities under 500 in population, classes for clerk in June and July, and the Solid waste rate for the next fiscal year. The link for dumpster permits does not work on the website, website manager has been contacted. Suggest council look into streamlining the process and update ordinances on website. Request was made to review the ordinance at the July Council Meeting. Mayor approved extra hours for the clerk to catch up on work. Informed Council on unpaid utilities at 701 Main Street. Customer is deceased and bills needed to be filed with Delaware County Clerk of Court in order to be paid. Filing was to be done before the week ends. Iowa Falls requested that Union release the lien for unpaid utilities for 901 Main Street. The property has been abandoned. City of Union will not protest the actions. An attempt will be made to put a lien on a different property.

Nuisance Committee: Report was given on several properties that were mown, roosters have been removed after nuisance letter was delivered to owners. Two vehicles need to be towed. 503 Commercial Street will receive abatement for junk. Reply was made to the lawyer for 606 Commercial Street and pictures sent concerning junk and weeds on property. Nathan to communicate with the Rails to Trails Organization to maintain trail through Union.

Fire Department Report: Report on purchases made with grant money. Discussion was held on transactions in independent accounts and Association Fund. Fire Department Chief will give council a report of account activities at the July meeting. A request for a plan be in place in the occurrence of a tie in a vote for fire chief.

Water/Wastewater Management: Issues with draw down were discussed. Water was over 100,000 gallons and could lead to an increase in DNR license fees to grade 2. Will increase community costs and requires a grade 2 operator, which will incur more cost.

REGULAR AGENDA

Old Business

1. Steve Locke and Lucas Billesbach Update on sewer project. Major construction phase is completed. Change order and pay application were addressed. Quantity adjustments were discussed. Alternatives for manholes grout lining were given, options given for less cost. JEO will report again in September to clarify options and life expectancy of each. Discussion with payment of construction costs due before grant money is deposited. Possibility of paying bills with money received and remainder will be paid when CDBG grant money is received. Lagoon work to start next week. Equipment placement is the responsibility of the contractor. Manhole removal was discussed. Contractor will remove any the city does not want to keep. Bernard moved and Donaldson seconded to approve change order #2 and payment application #2. Roll call vote, 5 ayes, motion passed.
2. One side parking update: Resident who expressed concern did not want one way sign on street so issue was closed.
3. Consider Tree removal and ordinance. Will discuss new ordinance during new business.
4. Consider second reading of Ordinance 139 setting water rates; consider waiving the third reading of Ordinance 139. Ordinance was read by Mayor Tom Pieper. Donaldson moved to approve Ordinance 139 and waive the third reading. Halverson seconded. Roll call vote, 5 ayes, motion passed.
5. Consider second reading of Ordinance 140 setting sewer rates; Consider waiving the third reading of Ordinance 140. Ordinance was read by Mayor Tom Pieper. Bernard moved to approve Ordinance 140 and waive the third reading. Donaldson seconded. Roll call vote, 5 ayes, motion passed.

New Business

1. Consider Robert Johnson Agenda Request. Johnson again expressed concern of water discharge washing rocks onto property. Problem was not addressed at time of water tower project and a viable solution cannot be presented at this time. Johnson gave the city a proposal for a possible compromise. Options were discussed and need to be researched for viability before moving forward. Council will work on solution and present it to Johnson before the next meeting.
2. Consider John Benson Agenda request. Water connection has not be accomplished at requested location. Mr. Benson has waited for communication from the city. Material for personal connection was determined to be owner's decision. Contractor has contacted resident for possible date for connection this current week.
3. Consider Ordinance 141— change to Ordinance 90.12 RESPONSIBILITY FOR WATER SERVICE PIPE. First Reading of Ordinance 141 was read. All costs and expenses incident to the installation, connection and maintenance of the water service pipe from the main to the building served shall be borne by the owner. This shall include the tap and the curb valve. The owner shall indemnify the City from any loss or damage that may directly or indirectly be occasioned by the installation or maintenance of said water service pipe.
4. Consider Ordinance 142 to amend Ordinance 23.02 AUTHORITY AND JURISDICTION. First Reading of Ordinance 142 was read. **23.02 AUTHORITY AND JURISDICTION.** Under the supervision and authority of the Council, the Tree Board has the authority and jurisdiction of regulating the planting, maintenance and removal of trees on streets and other publicly owned

property to ensure safety or preserve and enhance the aesthetics of such public sites. Before a tree is planted within a street right-of-way or easement area, a planting permit shall first be requested from the Tree Board and approved by the city council at a cost of \$500 per tree. The fee for planting permit shall be used exclusively for removal of trees in the street right-of-way or easement areas.

5. Consider Resolution for 17-18 Annual Garbage Fee. Halverson moved to use current fees. Wait seconded. Roll call vote, 5 ayes, motion passed.

6. Consider reimbursement for use of personal equipment to mow abatements. When the city mower is unavailable, Todd Speicher used personal equipment. Bernard moved and Halverson seconded to reimburse use of equipment at a rate of \$25 per hour for four hours spent.

7. Consider Approval of Gingersnap Cigarette License. Halverson moved and Wait seconded to approve Gingersnap Cigarette License. Roll call vote, 5 ayes, motion passed.

8. Consider Pool Filter Rebuild. Bids were discussed and a motion was made by Halverson to approve a pool filter rebuild bid that did not exceed \$10,000. Donaldson seconded. Roll call vote, 5 ayes, motion passed.

9. Consider Urban Revitalization. Donaldson will present the paperwork to the Delaware County Assessor. Notice given to city.

10. Consider water connections issues. Discussion held on leaks, water valves and shut off repairs. Mayor will contact Schoppe to begin repairs on all known issues.

Motion was made by Wait to adjourn. Donaldson seconded. Roll call vote, 5 ayes, motion passed. Meeting was adjourned at 8:23pm.

Tom Pieper Mayor

Attest: Colleen Eagan, City Clerk

May 2017 Income: General Fund \$14780.71, Ambulance \$1.48, Capitol \$1404.98, Fire Department \$2.08, Garbage \$100, Landfill \$5, Library \$4.98, Pool 1433.23, Road Use \$0, Employee Benefit \$1763.01, LOST \$2809.96, Emergency \$424.83, Water Sinking \$2100, Water \$6049.93, Sewer \$4613.90.

May 2017 Expense: General Fund \$7309.36, Ambulance \$1998, Fire Department \$4635.90, Garbage \$1007.50, Library \$1105.36, Road Use \$1093.68, LOST \$2809.96, Water \$5066.39, Sewer \$257,006.96.

Bill Listing May 10 through June13, 2017

Fire Dept Accounts

HY-VEE		397.53
Iowa Firefighters Association	dues	13.00
RITCHIE INDUSTRIES	CODER	485.00

AMBULANCE

Customized Billing	billing	30.00
INNOVATIVE AG SERVICES	AMB- fuel	114.00
HEART OF IOWA COMM	AMB - phone	6.50
GEORGE WAIT '	calls	135.00
CLEMONS, ANDREW	calls	70.00
PRUSHA, JUNIOR '	AMB- Calls	115.00
Eldora Ambulance	8 tiers	750.00

Library Accounts

ALLIANT ENERGY INC	utility	143.61
Visa	supplies	910.00
		10.00
	copier contract	465.60
HEART OF IOWA COMM	telephone	51.75

General**General**

HCSB	Service Charge	0.21
QuickBooks Payroll Service	payroll fee	1,551.81
GINGERSNAP	supplies	13.98
ACCO INC	pool supplies	1,833.58
ACTION SAND BLASTING	SANDBLAST POOL LADDERS	250.00
ALAN DONALDSON'	Lagoon repair	1,251.90
Bergman, Al	mowing	225.00
Carson. Dennis	daily readings/screen clean	753.66
CENTRAL IOWA POWDER COATING, INC	POOL LADDERS	80.00
DES MOINES STAMP	PAID STAMP	72.34
FELD FIRE	fire depatrment	2,189.80
HEART OF IOWA COMM	telephone/internet	143.17
HEWETT WHOLESALE	Concessions - pool	247.42
IMWCA	premium 17-18	4,879.00
INNOVATIVE AG SERVICES	FUEL FIRE DEPARTMENT	19.71
JEO Consulting Group, INC	sanitary sewer rehabilitation design/construcion services	5,650.00
Kaplan & Frese LLP	legal expense	62.96
KEYSTONE LABORATORIES INC	lab	12.50
KNIGHTS SANITATION	city garbage routes & Fire Department	1,017.50
LEAH HIGGINS (v)	concessions and equipment	211.23
Mid-America Publishing Corp.	publishing legals	229.41
RHONDA R. GUY	water/wastewater	655.00
STANSBERRY ACCOUNTING & CONSULTING	City Clerk Class	75.00
UNION AUTO	replace corroded connector wire	85.99
UNION LEASING/GINGERSNAP INC	supplies	6.41
USIC Locating Services, LLC	calls	152.25
VAUX WELDING'	pool ladder repair	27.00

CITY OF UNION
SPECIAL COUNCIL MEETING
MAY 25, 2017

Mayor Pro Tem Alan Donaldson opened the special council meeting of the City of Union at 1:00pm. The Pledge of Allegiance was recited by all present. Roll call was answered by Alan Donaldson, Nathan Bernard, Candy Wait and Cheryl Halverson. Stephanie Carson was absent. Also present were Colleen Eagan, city clerk and John Weaver.

A motion was made by Bernard to approve the agenda and seconded by Wait. Motion carried with 4 ayes, one absent.

PUBLIC HEARING—PROPOSED BUDGET AMENDMENT for the City of Union FY 16-17: Opened at 1:03pm, no comments, closed at 1:04pm.

Residents' Concerns: John Weaver, representing Steelsmith Investments, requested to waive sewer fees connected to water bill due to a water pipe break. Bernard moved and Halverson seconded to waive sewer usage fees that were greater than the property average. Motion carried with 4 ayes, one absent.

Old Business

Approve use of park for Baptist Church concert dates; Saturday June 24 from 6:00 pm to 8:00 pm, and Saturday July 29th from 6:00 pm to 8:00 pm. Wait moved to approve the use of the park for the concerts and Halverson seconded. Motion carried with 4 ayes, one absent.

New Business

1. Consider 1st Reading of Ordinance No 139—Change of fees for water rates. Motion to proceed by Bernard, second by Wait. Roll Call Vote: Motion carried with 4 ayes, one absent.
2. Consider 1st Reading of Ordinance No 140—Change of fees for sewer fees. Motion to proceed by Bernard, seconded by Halverson. Roll Call Vote: Motion carried with 4 ayes, one absent.
3. Consider Resolution 17-11—Approve budget amendment. Bernard moved to approve, Wait seconded. Roll Call Vote: Motion carried with 4 ayes, one absent.

Motion was made to adjourn by Halverson, seconded by Bernard. Roll Call Vote: Motion carried with 4 ayes, one absent.

Mayor Pro Tem Alan Donaldson adjourned the meeting at 1:40.

Alan Donaldson, Mayor Pro Tem

Attest: Colleen Eagan, City Clerk

**CITY OF UNION
REGULAR COUNCIL MEETING
TUESDAY MAY 9TH, 2017**

Mayor Tom Pieper called the regular City of Union council meeting to order at 6:33 pm. The pledge of Allegiance was recited by all present. Roll Call vote was answered by Alan Donaldson, Nathan Bernard, Stephanie Carson, Candy Wait and Cheryl Halverson. Also present were 7 residents, Rhonda Guy, Mayor Tom Pieper and clerk, Colleen Eagan.

A motion was made by Bernard and seconded by Halverson to approve the agenda. Roll call vote, motion carried with 5 ayes.

Residents' Concerns: Mowing and weed eating not being done at several Union locations. Yards with trash and multiple vehicles. Nuisance animals. Concerns will be taken up by the nuisance committee. Partying at the end of the burn pile. Advised resident to call the Hardin County Sheriff.

Pastor Jonathan Schuler request to address the council: Pastor Schuler expressed appreciation for the amenities of the town of Union such as The Gingersnap, Library, Union Auto, and Heart of Iowa. Pastor Schuler and the Calvary Baptist Church requested permission to have 3 concerts at the City Park. Dates discussed were June 24th and 25th, July 9th, 29th, and 30th.

Times requested will be from 7-8:30 in the evenings or on Sunday mornings from 9:30-10:30. Permission to be granted when final details are provided at the next council meeting.

Motion was made by Halverson and seconded by Bernard to approve the April minutes and proposed bills through May 9th, 2017. Roll call vote, motion carried with 5 ayes.

Mayor's Report: Complaints concerning sewer project were relayed to the contractor. Advised Cheryl to contact Bolar and Gill Tree Service to clean up fallen tree on Main Street.

Clerk's Report: Software update caused the billing for garbage and landfill (recycling) to be omitted in the May billing. Donaldson moved and Halverson seconded that garbage fees will be waived and landfill fees to be doubled in the June billing. Roll call vote, motion carried with 5 ayes.

A public hearing will need to be set on budget amendment. Public Hearing set for May 25th at 1:00.

Nuisance Committee: Letters have been sent for 606 Commercial St, 707 4th St, 901 Main Street, 901 Main Street, 703 Main St, 202 1st St, 503 Commercial, 311 Main Street, 707 Main Street, and 402 2nd St.

Hardin County Sheriff Report: Call report given to council members

Water/Waste Management: Rhonda Guy reported on readings and reviewed the changes needed to water and sewer rates. Consideration was given to upcoming loan payments for the sewer project. Discussion of changes of water and sewer rates.

REGULAR AGENDA

Old Business

1. JEO Update on sewer project. Manholes needing replacing and paving costs. Bernard moved to approve Change Order #1 and Pay Application #1, Donaldson seconded. Roll call vote, motion carried with 5 ayes.

2. Consider water and sewer rates: Bernard moved to:

1. Amend water rates to an access fee of \$13.00, the base rate for the first 1,000 gallons at \$12.00, and usage rate at \$3.10 per 1,000 gallons over 1,000; with an annual rate increase of 2%.

2. Amend the sewer rate to an access fee of \$19.00, base rate to \$19.00 for the 1,000 gallons, and sewer usage over 1,000 gallons based on 72% of water usage at \$2.00 per 1,000 gallons with an annual rate increase at 2%.

3. Rates to be reviewed during the budget process.

Donald seconded. Roll call vote, motion carried with 5 ayes.

3. Consider setting hearing dates regarding water and sewer rates. Hearing date will be at the special council meeting at 1:00 pm May 25, 2017.

4. Consider chicken ordinance comparison to dog ordinance. Discussion determined current ordinances are adequate. Nuisance committee will send letter regarding rooster to current owners.

5. Consider nuisance abatement review. Discussion was held. No action at this time.

6. Consider number of animals on property. Discussion was held. No action at this time.

7. Consider revised building permit ordinance. Halverson moved to table, Donaldson seconded. Roll call vote, motion carried with 5 ayes.

8. Response to ICAP recommendations on safety concerns. Fire department issues corrected except for fire extinguishers. Library stairs have been examined, action to be taken at a later date. Exit signs still need to be mounted at city hall and library.

9. Consider street parking changes. Donaldson moved and Bernard seconded that one side parking will be established on street where residents expressed concern. Roll call vote, motion carried with 5 ayes. City shed will be checked for available signage.

10. Consider life guard applications. Halverson moved and Wait seconded to hire all current applicants pending receipt of current certifications Roll call vote, motion carried with 5 ayes. .

New Business

1. Request by Laura Newby to change Samantha Donald to active employee. She is the summer reading director. Halverson moved and Wait seconded to approve Donald as an active employee. Roll call vote, motion carried with 5 ayes.

2. Consider approval of Pastor Jonathon Schuler as new library board member. Halverson moved to accept Pastor Schuler as the new board member, Wait seconded. Roll call vote, motion carried with 5 ayes.

3. Consider bid from Boulder Contracting for reconstruction of 3rd street, Phase II. Donaldson moved to table issue, Carson seconded. Roll call vote, motion carried with 5 ayes.

4. Consider tree removal and review tree ordinance. Halverson obtained an estimate for tree removal on the west side of Main Street. Cost for 7 trees was between \$4,000 and \$5,000. Review of tree ordinance. Wait moved to table issue and check on budgeted amount, Donaldson seconded. Roll call vote, motion carried with 5 ayes.

5. Consider Donaldson building permit. Approval for permit already approved, fee was received.

Motion was made by Halverson, Carson seconded to adjourn. Roll call vote, motion carried with 5 ayes. Mayor Tom Pieper adjourned the meeting at 8:32 pm.

Tom Pieper Mayor

Attest: Colleen Eagan, City Clerk

Bill Listing for April 12 through May 9, 2017

General

United States Treasury	645.40
IA League of Cities, workshop	40.00
IPERS	448.24
INTUIT, payroll fee	18.00
Payroll, 4.18.2017	1270.39
Alliant Energy	1886.07
Innovative Ag	141.91
USPS, envelopes	302.50
Intuit QuickBooks, update	199.95
IA Dept. of Revenue	244.00
IA Dept. of Revenue	699.00
Payroll, 5.01.2017	1368.12
ACCO Inc., chlorine	477.97
Bergman, Al, moving	225.00
Carson Dennis, readings	735.80
Feld Fire, boots	167.50
Gehrke Quarries, rock	25.60
Hardin County Sheriff, contract	785.73
Heart of Iowa	141.31
IMFOA, dues	50.00
Innovative Ag, fuel	204.67
Iowa One Call, emails	20.70
JEO Consulting	2900.00
Kaplan & Frese LLP, legal exp	515.79
Keystone Laboratories, lab	281.45
Knights Sanitation	1017.50
Mid-American Publishing, legals	179.64
Pro Hydro Testing, testing and repair	522.00
R Comm Wireless, equipment/maint	3959.00
Rhonda Guy, water/wastewater	1040.00
USIC Locating Services	2756.00

Ambulance

Customized Billing, Sue Roberts	90.00
Minuteman Inc., log book	23.24
Customized Billing, Sue Roberts	45.00
USPS	40.00
Lisa Thompson	10.00
Innovative Ag	57.77
Heart of Iowa	6.50
Petty cash	60.00

Fire Department

Higbee, Enoch, wiring	132.90
Sentry Siren	1350.00
Iowa Firefighters Assn., dues	357.00
R Comm Wireless, batteries	17.00
Home Rental Center, lift	275.00

Library

Alliant Energy	141.43
Heart of Iowa	53.16
Iowa State Training School, cookies	12.00
City of Union, payroll	3108.73
B&G HVAC Inc., service contract	160.50
Center Point Large Print, supplies	172.56
VISA, supplies	1822.77

April 2017 Income: General Fund \$25,055.17, Ambulance \$100.47, Fire Department \$2.13, Garbage \$840, Landfill \$1382.50, Library, \$4.99, Employee Benefit \$2628.01, Emergency Fund \$633.27, Sinking \$6300.00, Water \$5433.51 Sewer \$4259.03

April 2017 Expense: General \$5056.45, Ambulance \$292.51, Garbage \$1007.50, Library \$5138.09, Road Use Tax \$1033.76, Water \$8349.70, Sewer \$2189.05

City of Union
Special Council Meeting
April 17, 2017

Mayor Tom Pieper called the special meeting to order at 7:34pm. The Pledge of Allegiance was recited by all present. Roll call was answered by Alan Donaldson, Nathan Bernard, Candy Wait and Cheryl Halverson. Stephanie Carson was absent. Present were Colleen Eagan, city clerk, and Rhonda Guy.

Halverson moved to approve the agenda, Wait seconded. Motion carried, 4 ayes, one absent.

Special Agenda

Old Business:

1. Consider water and sewer increase. Rhonda present 2 alternatives on rate increases for water and sewer. Balance of income and expense also entered into the discussion. After discussion, it was decided to have a public meeting at 6:00 pm and a public hearing on the proposed rate increases before the May City Council meeting. Rhonda Guy will refigure the rates and get back to the council. Halverson moved to table the rate increase discussion until Rhonda provides the new figures, Wait seconded. Motion carried, 4 ayes, one absent.
2. Consider setting water and sewer increase to South Hardin Rec Center Watering. Bernard moved to set the rate at \$2.67, Donaldson seconded. Motion carried, 4 ayes, one absent.

New Business:

1. Consider Resolution 17-10—Change in Eagan status and pay. Halverson moved to approve resolution to set wages at \$14.00 and set hours at 20 per week, not including hours for city council meetings.

Motion to adjourn was made by Halverson, seconded by Donaldson. Motion carried, 4 ayes, one absent. Meeting adjourned at 8:45.

Tom Pieper, Mayor

Attest: Colleen Eagan, City Clerk

City of Union
Regular Council Meeting
April 11, 2017

Mayor Tom Pieper called the regular City of Union council meeting to order at 6:32 pm. The pledge of allegiance was recited by all present. Roll call was answered by Nathan Bernard, Stephanie Carson, Candy Wait and Cheryl Halverson. Alan Donaldson was absent. Present were Mayor Tom Pieper, City Clerk Colleen Eagan, Jerry Kramer-Hardin County Endowment Foundation, Fire Chief Andy Clemons, Rhonda Guy from POM, and 5 citizens.

A motion was made by Bernard to accept the Agenda, Halverson seconded. Motion carried with 4 ayes and one absent.

Residents' Concerns: Resident expressed concern that the American Flag in front of City Hall is ragged. Wait and Halverson both volunteered to provide new flags and the old one will be replaced as soon as a new flag is available.

Resident made a request for a property clean-up at 1st Street and Chapin. Matter will be taken by the abatement committee. Review of current nuisance abatement and consideration of new one. Another resident noted rooster crowing for early in the morning and throughout the day. Committee will also address this issue. Consider ordinance change to be similar to "noisy dog" guidelines.

Review of nuisance ordinance and number of animals allowed on a property to be done at next council meeting.

Consent Agenda: Wait moved and Halverson seconded to approve the March 14, 2017 Minutes and bills from March 15, 2017 to April 11, 2017. Motion carried with 3 ayes one abstention and one absent.

Mayor Report: Attended preconstruction meeting with JEO. Chain of command was discussed and all complaints go to JEO. Stop sign reinstalled at "Dave's" corner. Mayor faxed information lagoon readings from Dennis Carson to Rhonda at POM. Requested that clerk do so in the future.

Mayor and clerk met with ICAP. Recommendations to be addressed later in the meeting.

Nuisance Committee: A stay has been issued by the court concerning the property on 103 Center Street. Bernard will continue to pursue options for the city of Union.

Fire Department: Fire Chief Andrew Clemons on fire equipment and apparel purchased with the assistance of a 50/50 grant for the DNR. Invoices will be coming to the city. A solution for the tornado siren battery issue is being pursued. Tornado siren is currently out of commission but the goal is to have it batteries replaced by the end of the week.

Current plan is for the hydrants to be flushed every six months but this will be put on hold until the sewer project has been completed.

Water/Waste Management: A motion was made to delay this report and Old Business items 5 and 6 until Rhonda arrived. Bernard so moved, Halverson seconded. Motion carried with 4 ayes and one absent. Later in the meeting, Rhonda provided the monthly report and reviewed items with the council. A water main exposed by the excavation was relocated due to the fact it was resting on the top of a sanitary pipe. Testers for well water and the advantage having a replacement on hand were discussed. Having several people trained on the tester would also be helpful. It was decided to purchase the second tester. Rhonda went over the email reporting on the progress of the sewer project with the

council. Council meeting emails will also be sent to Rhonda. It was decided that the lagoon readings from Dennis Carson will be sent directly to Rhonda in the future.

REGULAR AGENDA

Old Business

1. Consider dump site cleanup. Bernard moved to table until the end of the sewer project, Halverson seconded. Motion carried with 4 ayes and one absent.
2. Consider building permit review and **(3)** Consider limiting the number of buildings on a single property. Bernard moved to rewrite ordinance to include portable buildings require a building permit and that all building permits would have a standard fee of \$25. Halverson seconded. Motion carried with 4 ayes and one absent.
4. Consider maintenance man temporary status. Wait moved and Carson seconded that the position is still needed and to keep the maintenance man on retainer. Motion carried with 4 ayes and one absent.
5. Consider water and sewer increase and **(6.)** consider sewer and water increase for South Hardin Rec Center. Discussion was held with Rhonda Guy and the decision was made to table the discussion and call a special council meeting on Monday, April 17th at 7:30 pm. Rhonda Guy will attend the meeting to provide pertinent information on these issues. Bernard moved and Halverson seconded to table issues until the special council meeting on the 17th. Motion carried with 4 ayes and one absent.

New Business

1. Jerry Kramer addressed the counsel on behalf of the Hardin County Endowment Foundation. The foundation would like a representative from the Union Iowa to be on the board. Foundation receives gambling revenue that is given out for projects or grants for non-profits. Union Library received a grant in 2016 to do upgrades. The fire department and playground have also received grants from the foundation. Four quadrants were formed for Hardin County and the southeast quadrant which includes Union is under represented. The Union City Council will look for a resident that would take an interest in representing the Union area on the board.
2. Consider Roger Crawford building permit. Bernard moved to approve the Crawford permit for a storage building, Halverson seconded. Motion carried with 4 ayes and one absent.
3. Consider ICAP recommendations on safety items. Recommendations were considered and responses will be supplied at a later date. Issues concerning the fire department will be given to the fire chief.
4. Consider action on utility billing for property located on Davis 2nd addition, block 2, lots 9 and 10. No access to water exists. Bernard moved to reverse charges and write off bill and cease access fees, Carson seconded. Motion carried with 4 ayes and one absent.
5. Consider Rhonda Guy and POM taking over the responsibility of monthly drawdowns of static and pumping levels. Billing will be adjusted to cover the extra work.
6. Consider 2017 Pool details and manager. The clerk will put ads for certified life guards in the paper. Bernard moved to rehire former employee with pay reflecting longevity, the same for life guards pay scale as 2016, to maintain the manager and to also keep the membership fees the same as 2016; Halverson seconded. Motion carried with 4 ayes and one absent.
7. Consider Union clerk hours and wage. After discussion, wage was set at \$14 an hours to be reviewed after training and normal weekly hours would be 20 hours. Council meetings were in addition to the regular hours. Wait moved to set the above parameters, Bernard seconded. Motion carried with 4 ayes and one absent.

8. Consider Small City Workshops provided by the Iowa League of Cities. Iowa League of Cities have workshops on handling Small Town Turnaround and Rhonda also mentioned a workshop she was attending. Halverson moved that the city clerk was to attend the meeting and an additional class, details to be provided by Rhonda, mileage and wages to be paid for both; Wait seconded. Motion carried with 4 ayes and one absent.

9. Discuss possible action on sewer repair at 415 Center Street. Bernard moved to allow the mayor to contact a contractor and begin the repair at his discretion, Halverson seconded. Motion carried with 4 ayes and one absent.

10. Discuss and possible action on City Clean-Up Day. City has missed the deadline to schedule with Knight's Sanitation. Discussion on a dumpster for the community and brush pick-up. Action to be taken at a later date.

11. Consider building permit. Paul Wyman requested a building permit to enlarge an existing shed. Halverson moved to grant the permit, Wait seconded. Motion carried with 4 ayes and one absent.

Motion was made by Halverson moved to adjourn, Wait seconded. Motion carried with 4 ayes and one absent.

Mayor Tom Pieper adjourned the meeting at 8:32pm.

Tom Pieper Mayor

Attest: Colleen Eagan City Clerk

Bill Listing for March 15, 2017 to April 11, 2017 the amount of \$12,133.22

General

United States Treasury, tax	687.36
IPERS	497.27
INTUIT, payroll fee	18.00
KNIGHT'S SANITATION	1007.50
PETTY CASH	30.00
QUICK BOOKS PAYROLL	1192.06
ALLIANT ENERGY	1897.54
HARDIN CO SAV BANK, ACH fee	5.00
QUICK BOOKS PAYROLL	1151.31
CARSON, DENNIS, daily readings	553.66
COMPUTER MAJIC, website, domain	265.00
HACH COMPANY, chlorine tablets	401.67
HARDIN CO SHERIFF, contract fee	785.73
HEART OF IOWA, telephone internet	138.80
IOWA ONE CALL, emails	22.50
JEO CONSULTING, bidding contract work	890.00
KEYSTONE LABORATORIES, INC	12.00
KNIGHTS SANITATION, city/fire dept	1027.50
MID-AMERICAN PUBLISHING, legals	111.99
RHONDA R GUY, water/wastewater	655.00
UNION AUTO, coils and spark plugs	428.11
USIC LOCATING SERVICES, calls Nov and December	200.00

LIBRARY

HEART OF IOWA, phone 52.82

AMBULANCE

HEART OF IOWA, phone 6.50

INNOVATIVE AG, fuel 97.92

March 2017 Income: General Fund: \$2133.37, Ambulance: \$486.19, Fire Department: \$2.42, Garbage: \$835.00, Landfill: \$1275.00, Library: 2696, Road Use Tax \$3131.24, Employee Benefits: \$226.73, Emergency Fund: \$54.63, Water: \$5987.64, Water Sinking: \$2100, Sewer: \$12,174.66.
 March 2017 Expense: General Fund: \$12478.15, Ambulance: \$1261.04, Garbage: \$1007.50, Landfill: \$2978, Library: \$1495.69, Pool: \$436.62, Road Use Tax: \$1057.32, Employee Benefits: \$268.99, Emergency Fund: \$59.19, Water: \$7311.61, Sewer \$8938.40.

City of Union
Regular Council Meeting
March 14, 2017

Mayor Tom Pieper called the regular City of Union council meeting to order at 6:37 pm. The pledge of Allegiance was recited by all present. Roll call was answered by Alan Donaldson, Nathan Bernard, Stephanie Carson, Candy Wait and Cheryl Halverson. Present were Colleen Eagan City Clerk; 6 residents, Rhonda Guy from POM.

A motion was made by Bernard and seconded by Donaldson to approve the agenda. Motion carried with 5 ayes.

Public Hearing – Proposed FY Budget for the City of Union: Opened at 6:38 pm, no comments, closed at 6:39 pm.

Residents’ Concerns: Allison Sly expressed concern about snow blow blown up on her property. Issue will be discussed with snow removal personnel.

Motion was made by Donaldson and seconded by Bernard to approve the consent agenda of February 14th council meeting minutes, bills from February 15 to March 14th, and to approve the liquor license for both South Hardin Rec Center and the Gingersnap. Motion carried with 5 ayes.

Mayors Report: snow removal by Todd and Jacob; list of meetings attended; Donaldson capped off water and sewer lines.

Nuisance Committee: Bernard reported that the paper work still needs to be filed.

Fire Department: A written report was provided to the council on income and expense.

Clerk Report: The financials were given.

Hardin County Sheriff Report: unavailable due to change in staff. Will be obtained at a later date.

Waste Management: Rhonda Guy provided written information to the council. January water usage totaled 2,316,000 gallons averaging 74,700 gallons per day. Testing is on schedule and in compliance. Current cost of production for water in Union is \$253/1000 gallons. This is an increase but does include regular debt service expense. This has to be included for all customers. January waste water flows totaled 1,292,000 gallons, 41, 000 gallon per day. Emergency discharge is complete.

REGULAR AGENDA

Old Business

1. Update on sewer system: No new information
2. Consider dumpsite cleanup. Too wet as this time, discuss next council meeting
3. Resolution 17-02-- Approve City of Union Budget. Donaldson moved and Bernard seconded to approve Resolution 17-02 Adopt Budget and certify taxes for Fiscal Year 2017-2018. Motion carried with a roll call vote of 5 ayes.
4. Resolution 17-08 - Authorizing and approving a Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$938,000 Sewer Revenue Bonds, Series

2017. Mayor Tom Pieper read the bond. Bernard moved and Donaldson seconded to adopt Resolution 17-08. Motion carried with a roll call vote of 5 ayes.

New Business

1. Consider Patty Hammen request to address the council meeting concerning water bills and accumulation of portable building on personal property.
Patty recorded her meter reading for several days and felt they did not meet the same figures that the city of Union used for her billing. She requested an explanation of the discrepancy. The meter readings in March will be compared with Patty's personal reading to clarify the matter.
Concern about multiple portable buildings on a single property was also expressed. Portable building do not need a building permit at this time. After some discussion, this matter will be put on the agenda for the April city council meeting for a general discussion of building permits.
2. Consider John Benson building permit for a planned greenhouse. Zoning is not an issue. Halverson moved and Bernard seconded to approve the building permit. Motion carried with 5 ayes.
3. Consider maintenance man—temporary status. Halverson moved and Donaldson seconded to table issue until April meeting. Motion passed with 5 ayes. Resolution 16-11 will be reviewed at this time.
4. Consider utility bill write-off. Donaldson moved and Halverson seconded to table issue until April city council meeting. Motion passed with 5 ayes.
5. Consider first reading of the Ordinance 138—urban chickens. Ordinance read, Bernard moved to waive the 2nd (6) and 3rd (7) readings of Ordinance 138. Halverson seconded, motioned passed with 5 ayes. Nuisance committee will send letter to concerned parties.
8. Consider adopting Ordinance No. 138—Urban chickens. Bernard moved and Halverson seconded to adopt Ordinance. Motion carried with 5 ayes.
9. Consider Resolution 17-09—Schiebel pay rate. Donaldson moved and Halverson seconded to approve consulting rate of \$30 for assisting Union City Clerk when need arises.
10. Consider culvert approval for Rat Hole Rentals. Curt Ratcliff discussed plan to widen driveway, install culverts and add erosion stone toward creek. Bernard moved to approve culvert, Wait seconded and Halverson abstained. Motion passed with 4 ayes and one abstention.
11. Consider water rate increase and 12. Consider sewer rate increase. Based Rate Studies and Base Rate Flows options were provided by Jeff Heil of Northland Securities and were discussed by Union City Council members and Rhonda Guy. After considerable discussion, this matter will continue to be discussed at the April City Council to provide council members time to study all options. Rhonda also mentioned the need for three readings of the decided upon rate increase will need to be done.
13. Consider setting water rate for South Hardin Rec Center watering usage. Council expressed need to review current year billing that will be provided at the April council meeting.

Motion was made by Donaldson to adjourn and seconded by Halverson. Motion passed with 5 ayes and Mayor Tom Pieper adjourned the meeting at 8:22.

Tom Pieper, Mayor

Attest: Colleen Eagan City Clerk

Bill listing for February 15, 2017 to March 14, 2017 the amount of \$34,505.12

GENERAL

INTUIT, payroll fee	28.00
United State Treasury	624.38
IPERS	396.98
QuickBooks Payroll	1373.94
Alliant Energy	1990.53
HCSB ACH fee	5.00
IPERS	42.25
QuickBooks Payroll	1450.75
Nationwide, bond	124.00
Carson Dennis, reading, screen	700.08
Gateway Insurance Services	2854.00
Hardin Co Solid Waste, qtr. fee	2978.00
Heart of Iowa, phone, internet	142.50
ICAP, insurance	11090.33
Iowa Dept. of Public Health, pool	105.00
JEO Consulting Group, bid, const.	1525.00
Keystone Laboratories, lab	92.75
Knights Sanitation	20.00
Mid-American Publishing, legals	246.92
Rhonda Guy, water/wastewater	655.00
Simmering-Cory, Inc., prep sewer app	6000.00
USIC Locating, calls	350.00
ACCO INC, high press pump/tube	534.64
Hardin County Sheriff Dept., contract	785.73

AMBULANCE

Innovative Ag, fuel	50.11
Petty Cash	60.00
Heart of Iowa, phone	6.50

Library

Alliant Energy, utility	219.83
Heart of Iowa, phone, internet	52.90

February 2017 Income: General Fund: \$5912.13, Ambulance: \$1.34, Capital: \$1661.50, Fire Department: \$2.29, Garbage \$940.00, Landfill: \$1282.50, Library: \$4.85, Total Pool: 1896.99, Road Use Tax: \$3709.02, Employee Benefits: \$18.92, LOST: \$3323.00, Emergency Fund: \$4.56, Water: \$6013.95, Sewer: \$4695.13. February 2017 Expense: General Fund \$8149.14, Ambulance: \$1595.80, Garbage: \$1007.50 Library: \$272.73, Road Use Tax \$2001.47, LOST: \$ 3323.00, Water: \$2373.47, Sewer: \$7121.65.

City of Union
Regular Council Meeting
February 14, 2017

Mayor Tom Pieper called the regular City of Union council meeting to order at 6:31 pm. The Pledge of Allegiance was recited by all present. Roll call was answered by Alan Donaldson, Nathan Bernard, Stephanie Carson and Candy Wait. Absent was Cheryl Halvorson. Present were Kristi Schiebel City Clerk, Colleen Eagan City Clerk, Also present were 2 residents, Rhonda Guy from POM, Lucas Billesbach of JEO Consulting, Fire Chief Andy Clemons.

A motion was made by Bernard and seconded by Donaldson to approve the agenda. Motion carried with 4 ayes, one absent.

Residents' Concerns: none

Motion was made by Donaldson, seconded by Bernard to approve the consent agenda of January 10, 2017 and January 19, 2017 council meeting minutes and bills from January 11th to February 14, 2017. Motion carried with 4 ayes, one absent.

Mayor Report: HCSB reported a leak and requested water to be shut off. Curb stop valve had been hit by snow plow. Shoppe called. Plans to clean up shed. New city clerk was acknowledged.

Nuisances: Bernard reported that Hauerperger did not appear in court. He has until March 1 to contact court. City allowed to assess reasonable amount.

City Clerk Report: The financials were given. Clerk Kristi Schiebel announced that this was her last meeting. Will be available to help and will charge a consultant fee.

Fire Department: DNR is offering a grant for \$5200. Hydrants have been flushed. A fish fry date will be announced.

Hardin County Sheriff Report:

Waste Management: Rhonda Guy requested to be present when flushing is done by Fire Department. Rhonda reported on the emergency discharge. The valve was turned off this week and the valve is working.

REGULAR AGENDA

Old Business:

1. Update on the sewer project: Lucas Billesbach of JEO discussed the bids for Group A (6) and for Group B (4). Gave views on top hat and structural lateral sealing system. During design, issues were found with the discharge pipes at the lagoon that increased the bids.
2. Resolution No. 17-06-Sewer Rehabilitation Project B-Group A awarding. City of Union received 6 responsive bids and awarded the bid to the low bidder, Visu-Sewer, INC of Pewaukee, WI for \$848,358.80. Bernard moved to approve, Donaldson seconded. Motion carried with roll count vote, 4 ayes, one absent.
3. Resolution No. 17-07-Sewer Rehabilitation Project-Group B awarding. City of Union received four responsive bids and awarded the bid to the low bidder, J&K Contracting LLC of Ames IA for \$185,200. Bernard moved to approve, Donaldson seconded. Motion carried with a roll call vote, four ayes, and one absent.

4. Approve Resolution 17-04—Code of Conduct. Donaldson moved to approve, Bernard seconded. Motion carried with 4 ayes, one absent.
5. Approve Equal Opportunity Policy Statement—Bernard moved to approve, Donaldson seconded. Motion carried, 4 ayes, one absent.
6. Approve Mayor’s Proclamation regarding a policy on the Prohibition of Excessive Force—Bernard moved to approve, Wait seconded. Motion carried, 4 ayes, one absent.
7. Approve Affirmative Fair Housing Policy—Bernard moved to approve, Donaldson seconded. Motion carried, 4 ayes, one absent.
8. Approve Resolution 17-05—Adopting Procurement Policy-- Bernard moved to approve, Donaldson seconded. Motion carried, 4 ayes, one absent.
9. Approve Residential Anti-Displacement and Relocation Assistance Plan—Wait moved to approve, Donaldson seconded. Motion carried, 4 ayes, one absent.
10. Approve Resolution 17-02—Approval 2017-2018 Budget. Unable to act, budget not published.
11. Approve Resolution 17-03—Nuisance Procedures. Donaldson moved to approve procedures, Carson seconded. Motion carried, 4 ayes, one absent.
12. Discussion of Nuisance Property Ordinance—Discussed and covered.
13. Discussion on ordinance change for possibility for roosters. Ordinance to include elimination of roosters. Bernard moved to approve, Wait seconded. Motion carried, 4 ayes, one absent.
14. Discussion on ordinance for yard parking. Matter discussed on licensed or unlicensed vehicles when letter to offender was sent. Mayor asked for more clarification. Tabled for March meeting.

New Business

1. Approve Resolution 17-08—Resolution to fix a date for a public hearing on a proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder. Clerk will perform necessary posting. The City Council of the City of Union will meet at the Union City Hall at 6:30p.m. for the purpose of instituting proceedings and taking action to enter into a loan and disbursement agreement and to borrow money thereunder in a principal amount not to exceed \$1,000,000, for the purpose of paying the cost to that extent of planning, designing and constructing improvements and extensions to the Municipal Sewer System. Bernard moved to approve, Carson seconded. Motion carried with a roll call vote, four ayes, and one absent.
2. Consider library new hire. Request rescinded by the Library.
3. Consider utility rate adjustments. Rates need to be adjusted to make loan payments. An amount of \$20 was discussed. A Municipal Advisory Service agreement is necessary to obtain the Sewer Revenue Loan. Agreement is to be sent and included in the agenda for the next council meeting.
4. Heart of Iowa asked for permission to install a light on a pole on the west side of the park. Heart of Iowa will pay the costs for the light. Wait moved, Bernard seconded to approve that Heart of Iowa can install the light. Motion carried, 4 ayes, one absent.

Motion made by Wait and seconded to adjourn. Mayor adjourned the meeting at 7:45 p.m.

Tom Pieper, Mayor

Attest: Colleen Eagan, city clerk

Bill listing for January 11, 2017 to February 14, 2017 for the amount of \$28,852.28

Ambulance:

Superior Welding, AMB rent	24.25
EMP, Amb supplies	289.72
Customized Billing	45.00
Mike Thomas, calls	30.00
George Wait, calls	10.00
Mike Thomas, calls	42.00
Junior Prusha, calls	52.50
Lisa Thompson, calls	22.50
Eldora Ambulance, 8 tiers	2000.00
Heart of Iowa, AMB phone	6.50

Library

Visa, LIB supplies	1298.07
City of Union payroll	4415.09
Heart of Iowa LIB phone	54.24
Lowden Library, supplies	7.50

General:

IPERS, withholding	657.77
United States Treasury	1379.82
Dudley, Jacob, payroll	240.11
Brekke, Shouly, payroll	94.78
Klaver, Angela, payroll	24.24
Muhlana, Patricia, Payroll	25.15
Newby, Laura, payroll	524.36
Rhoades, Jane, payroll	27.12
Schiebel, Kristi payroll	156.80
NSF check	127.22
Return Check Fee	3.21
Intuit, payroll fee	16.00
Casey's Fuel	61.57
Alliant Energy, utility	2342.23

General:

Hardin County Bank lock box	30.00
Quick Books Payroll created	1248.60
Iowa Dept of Revenue	252.00
Hardin County Savings Bank ACH	5.00
Iowa Dept of Revenue sales tax	785.00
Quick Books Payroll 2/07/2017	1334.48
Spiecher Todd, payroll	146.07
Carson, Dennis, daily readings	553.66
Hardin Co Sheriff Dept monthly	785.73
Heart of Iowa, phone, internet	137.81
Innovative Ag, fuel	127.99
Iowa One Call, emails	11.80
JEO Consulting Group bid work	5675.00
Kaplan & Frese LLP legal expense	103.92
Keystone Laboratories lab work	41.20
Mid-America Publishing	91.77
Office of Auditor of State exam fee	900.00
Rhonda Guy, water, waste water	655.00
Schilling Hitch Company, sander	220.40
Union Leasing Gingersnap, keys	20.96
Knights Sanitation city garbage	1017.50
Larry's Ag Repair, sander	495.45

January 2017 Income: General Fund: \$5245.16, Ambulance: \$1317.66, Capitol \$1661.57, Fire Department: \$2.59, Garbage: \$957.50, Landfill: \$1308.75, Library: \$5951.38, Operating pool: \$1661.68, Total Pool: \$1661.58, Road use tax: \$3545.33, Employee Benefits: \$22.70, LOST: 3323.15, Emergency Funds: \$5.47, Water, Sinking: \$2100, Water, Other: \$6075.30, Sewer: \$4588.58
 January 2017 Expenses: General: \$5397.41, Ambulance: \$2522.47, Garbage: \$1007.50, Library: \$5944.88, Road Use Tax: \$2214.03, Employee Benefits: 433.16, LOST: \$3323.15, Emergency Fund: \$552.87, Water, Other: \$4146.05, Sewer: \$6847.67.

CITY OF UNION
SPECIAL COUNCIL MEETING
JANUARY 19, 2017

Mayor Tom Pieper opened the special council meeting of the City of Union at 6:30 pm. The Pledge of Allegiance was called to order at 6:30 pm. Roll call was answered by Alan Donaldson, Nathan Bernard, Stephanie Carson, Candy Wait, and Cheryl Halverson. Also present was Kristi Schiebel, city clerk.

Motion to approve the agenda was made by Halverson and seconded by Bernard. Motion carried with roll call of 5 ayes.

Old Business:

- 1) Discussion was had on the hiring of a new city clerk. The Human Resource Committee of Carson, Wait, and Pieper interviewed candidates and recommended Colleen Eagan. The discussion then went to the cost of training compared to the length of stay for the clerk. A motion was made by Halverson, seconded by Carson to add to Resolution 17-02 that if paid for training occurs, the clerk needs to stay for 1 full year or the clerk will repay the city for the cost of the training. The motion carried with roll call of 5 ayes. Next a motion was made by Bernard and seconded by Donaldson to approve Resolution 17-02 – Hire City Clerk (Eagan) in the amended form. Motion carried with roll call of 5 ayes.
- 2) Discussion was had on the budget for 2016-2017 fiscal year. Motion was made by Bernard and seconded by Halverson approving the levy amount of 10.12689. Motion carried with roll call of 5 ayes.

Motion to adjourn was made by Halverson, seconded by Donaldson. Meeting adjourned at 6:52.

Tom Pieper, Mayor

Attest: Kristi Schiebel, City Clerk