

**City of Union
Regular Council Meeting
Tuesday July 11, 2017**

Mayor Tom Pieper called the regular City of Union Council Meeting to order at 6:30 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 Mayor Tom Pieper, City Clerk Colleen Eagan and 3 residents.

Bernard moved and Halverson seconded to approve the agenda. Roll call vote, 5 ayes, motion passed.

Residents' Concerns:

Kids congregating at the sewer lagoon; 14 cars at one time, grass torn up, garbage, partying. Possible solutions were discussed. Uneven sidewalk problems hazard on private property 3rd and Commercial. Dogs running loose despite ordinance, support for water hydrant at city park.

Consent Agenda:

A motion was made by Donaldson to approve the June minutes and pay bills. Bernard seconded. Roll call vote, 5 ayes, motion passed.

Mayor and Committee Reports:

Mayor: Shoppe fixed roof and hydrant at City Park. Attended Multi-jurisdictional multi-hazard plan meeting in Eldora. Weeds were mowed along Main Street to Center Street, rock was obtained to fill holes in street, attended a Hardin County Emergency Management meeting. Contacted JEO about resident complaint about water and dirt at 2nd and North Street. Received several complaints about grass and weeds.

Clerk Report:

Dumpster permit now working on the website. Water and sewer billing has been explained to several residents. Property for sale included in packet as well as Library Board Minutes. Request by Grundy Center to hold school board election at city hall September 12th. Past Due Utility Bill payed by estate. Lien and claim to estate removed. Attended Small City Workshop and Government Accounting classes. Will attend 3 more classes in Ames. City Hall will be closed on Tuesday July 25th in order to attend classes.

Nuisance Committee:

Garbage accumulating on properties and properties needing to be mown. Include tree trimming message on next utility billing.

Fire Department:

No representative in attendance. Donaldson mentioned that a rescue auger for grain bins and contribution by Bangor Township Trustees.

Hardin County Sheriff Report included in packet.

Water and Waste Water Report included in packet.

REGULAR AGENDA

Old Business

1. Update on 703 Oak Street. Lawyer advised against solution proposed by property owner.
2. Consider Approval of Urban Renewal application for 601 Cherry Street. A motion was made by Halverson to approve the Urban Renewal Request for 601 Cherry Street, Bernard seconded. Roll call vote, 4 ayes, one abstained, motion carried.
3. Rails to Trails Organization mowing update. Bernard met with a chair of the committee. Discussed issue of mowing the trail or spraying the weeds. Organization only mowed two lanes in and the condition is worse than it should be. Organization will be given a week to take care of issue. An abatement will be sent to the Hardin County Supervisors if necessary. A motion was made by Halverson

to allow until July 16th for mowing. If not mown, an abatement would be sent to the Hardin County Supervisors. Donaldson seconded. Roll call vote, 5 ayes, motion passed.

4. Second Reading of Ordinance 141. . Consider Ordinance 141— change to Ordinance 90.12 RESPONSIBILITY FOR WATER SERVICE PIPE. The second reading of Ordinance was read by Mayor Tom Pieper.

5. Second Reading of Ordinance 142 to amend Ordinance 23.02 AUTHORITY AND JURISDICTION. The second reading of Ordinance 142 was read by Mayor Tom Pieper.

6. Update on pool filter rebuild. Work not done as of yet. Parts ordered, installation scheduled.

New Business

1. Consider 1st Reading of Ordinance No 143 Change of fees for sewer fees. Ordinance 143 was read by Mayor Tom Pieper.

2. Discuss action on storm sewer repair and street patch at 415 Center Street. Con-struct Inc bid included in packet and up for council consideration. Donaldson made a motion to accept the bid form Con-struct, Bernard seconded. Roll call vote, 5 ayes, motion passed.

3. Consider ordinance on backyard pools be fenced. Halverson made a motion to table issue until next month, Donaldson seconded. Roll call vote, 5 ayes, motion passed. Consider sewer write off concerning filling private pools.

4. Consider write off of utility bills and nuisance abatements on foreclosed property 202 3rd St. Donaldson moved to deny writing off utility bills and nuisance abatements. Bernard seconded. Roll call vote, 5 ayes, motion passed.

5. Consider mowing and ownership of lot located at 201 Center Street; corner of 1st and Center. Owner no longer wants the lot. Willing to do a Quit Claim Deed to the city of Union. Motion made by Bernard to have attorney draw up deed, acquire the property at 201 Center Street WOODS ADD-BLOCK 2 E1/3 LOT 8 and forgive past mowing abatements. Donaldson seconded. Roll call vote, 5 ayes, motion passed.

6. Consider Ordinance on unpaid water bills. 2 Ordinances already cover water hook-ups and unpaid bills. Enforcement of ordinances should be consistent before water is turned on. Consider Rental Ordinance at that next meeting.

Mayor called for a motion to adjourn, Halverson so moved, Donaldson seconded. Roll call vote, 5 ayes, motion passed. Meeting adjourned at 7:17pm.

Income: General 1657.76, Ambulance 3201.63, Capital 1641.23, Fire Department 352.01, Garbage 845.00, Landfill 1388.50, Library 1712.53, Pool 3007.12, Employee Benefit 115.20, LOST 3282.47, Emergency Fund 27.72, Water 8466.24, Sewer Sinking 46,331.41, Sewer 89,220.63.

Expense: General 9753.92, Ambulance 2037.70, Fire Department 1860.41, Garbage 1007.50, Library 5140.74, Pool 4454.17, Road Use Tax 955.65, LOST 3282.47, Water 2626.19, Sewer 6148.02.

Ambulance Independent Account

Mike Thomas, Calls	62.50		Mike Thomas, Calls	51.00
Mike Thomas, Calls	34.00		Lisa Thompson, calls	97.50
Quality Automotive, Inc.	666.04		Inspection and maintenance	
Customized Billing	120.00		Innovative Ag, fuel	38.50
Heart of Iowa, phone	6.50		Minutemen, Inc , log	
EMP, supplies	199.94		Eldora Ambulance	750.00

Fire Department Independent Account

Gingersnap, supplies	40.93		Union Auto	24.61
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Library

Alliant Energy	117.62		City of Union	100.00
Newby, Laura, mtg	30.68		B&G HVAC Inc, service	27.00
Visa	2522.78		DEMCO	93.71
Heart of Iowa, telephone	54.18		Kids Reference Company	187.68
Fareway	19.96		Visa	1747.18
Visa	239.95		City of Union, payroll	3217.88

General

United States Treasury, taxes	725.32		Todd Speicher, reimburse	100.00
IPERS	492.12		Quick Books Payroll	3286.47
Quick Books Payroll	2900.39		Alliant Energy	2603.60
INTUIT, payroll fee	18.00		Petty cash	60.00
Leah Higgins, reimbursement	149.94		Intuit yearly contract	193.92
US Postmaster, certified mail	3.35		HCSB, ACH fee	5.00
Returned Check	82.65		HCSB service charge	.42
Returned Check	454.88		Bank Charge	3.00
Iowa Department of Revenue	300.00		Hardin Co Sheriff, contract	785.75
ACCO, chemicals for pool	846.60		Heart of Iowa	140.21
Bergman Jo, mowing	225.00		Hewett Wholesale, concessions	35.58
Carson Dennis, readings	535.80		Iowa Dept of Natural Resources, fee	45.66
Eagan Colleen, mileage	206.00		Iowa League of Cities, dues, classes	642.00
Daves Crane & Wrecker, siren	740.00		JEO Consulting Group, sewer	4600.00
Fareway Stores, pool	31.25		Kaplan & Frese, legal	62.50
Keystone Laboratories, lab	79.25		Rhonda Guy, water, wastewater	655.00
Knights Sanitation, garbage	1042.50		Staples, toner, supplies	210.30
Larry's Ag Repair, service	495.45		State Hygienic Lab, pool labs	37.50
Mid-American Publishing, legals	209.31		Gingersnap, supplies	25.94
Midwest Fire Extinguishers	168.87		USIC Locating, calls	309.00
Municipal Supply, meters	743.45		WEB Electric, service generator	395.00
NIRGA-NE IA, annual dues	198.50		Union Fire Department	450.00
R Comm Wireless	1271.00		Gingersnap, supplies	17.10

**City of Union
Special Council Meeting
July 21, 2017**

Mayor Tom Pieper called the meeting to order at 5:30 pm. The Pledge of Allegiance of the United States of America was recited.

Roll Call: Donaldson, Bernard, Carson, Wait, Halverson. All present.

Also present was Fire Department Chief Todd Wilson.

Fire Department Chief Todd Wilson presented the options. 2 estimates were discussed.

Need for siren was also discussed.

Donaldson moved to accept siren bid at no more than \$4500 using truck fund and Halverson seconded.

Roll call vote: 4 ayes, Bernard nay.

Motion to adjourn made by Halverson, seconded by Donaldson. Roll call vote. 5 ayes, motion passed.

Meeting adjourned.

**City of Union
Special Council Meeting
Sunday July 23**

Mayor Tom Pieper called the meeting to order at 5:00pm. Pledge of Allegiance to the Flag of the United States of America was recited.

Roll Call: Donaldson, Bernard, Carson, Wait, Halverson. All present. Mayor Tom Pieper was also present. Halverson made a motion to approve the agenda. Donaldson seconded. Roll call: 5 ayes, motion passed.

1. Consider need and possible purchase of new siren.

Donaldson researched price of sirens and warranties. Discussion on whether there is a real need for a new siren. Discussion of a survey to gauge residents' feelings about having a siren.

Donaldson made a motion to table the matter until the council receives more information by the next meeting, do a survey to city residents and rescind approval from the special meeting on July 21, 2017; to not do anything concerning the siren repair at this time. Bernard seconded, roll call: 5 ayes, motion carried.

Donaldson moved to adjourn, Bernard seconded. 5 ayes, motion passed.

Meeting adjourned.

MINUTES
City of Union
Regular Council Meeting
August 8, 2017

Mayor Tom Pieper called the regular City of Union council meeting to order at 6:30pm. 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 Colleen Eagan City Clerk, Steve Locke from JEO, and two residents.

Resident Concerns: Resident expressed need for an emergency siren. Residents have also expressed their desire to replace the siren to council members. Appreciation was expressed for attempts to control individuals trespassing in the lagoon area. Possible solutions were discussed to be addressed later.

Consent Agenda: Donaldson moved to approve the July 11, 2017 minutes and pay bills. Halverson seconded. Roll call vote, 5 ayes, motion passed.

Mayor Report: Thanks to council members and community members for their hard work on Tar Heel Days.

Clerk Report: Library Board Meeting minutes are in the packet. Noted that the Library Board had hired Toni Kinney. Samantha Donald is finished for the summer and Shouly Brekke will be returning to school.

Nuisance: Additional abatement letters have been sent. Resident complaint about 509 Davis Street about high weeds and grass. A court date of August 28, 2017 will need to have a council member present.

Fire Department: Additional information about the siren replacement costs.

Hardin County Sheriff included in packet.

Water and waste water report included in packet.

Old Business

1. Steve Locke from JEO discussed schedule change for the sewer project and approval for Pay Application No 2 for Group B work and Change order number 1 for a 45 day extension. Bernard made a motion to approve change order 1 for a 45 day extension, Halverson seconded. Roll call vote, 5 Ayes, motion carried. Donaldson moved and Halverson seconded to approve Pay Application No. 2. Roll call vote, 5 Ayes, motion carried.
2. Rails to Trails weed and mowing update. Weeds and grass are still overgrown although some mowing was done. Clerk to send letter containing copy City Ordinance 52.04 and City Ordinance 52.03 in the next few weeks and a reminder again in March. Copy of letter to be sent to Hardin County Board of Supervisors.
3. The Third reading of Ordinance 141- change to Ordinance 90.12 RESPONSIBILITY FOR WATER SERVICE PIPE was read by Mayor Tom Pieper. Bernard moved to approve Ordinance 141, Donaldson seconded. Roll call vote, 5 Ayes, motion passed.
4. The Third Reading of Ordinance 142 to amend Ordinance 23.02 AUTHORITY AND JURISDICTION was done by Mayor Tom Pieper. Bernard moved and Halverson seconded to approve Ordinance 142. Roll call vote, 5 Ayes, motion passed.
5. Consider first reading Ordinance No 143 Change of fees for sewer fees. Motion to proceed by Donaldson, second by Halverson. Roll Call Vote: Motion carried with 5 ayes.
6. Consider ordinance on fencing pools and sewer cost write-off. Donaldson moved to table issue until next council meeting, Bernard seconded. Roll call vote, 5 Ayes, motion passed.
7. Update on lot located at 201 Center Street. Quit Claim deed in process.
8. Review emergency siren replacement. Prices and options discussed including generator purchase or battery back-up. Donaldson moved to table issue until additional information is obtained and to hold a special meeting at a later date. Halverson seconded, roll call vote, 5 Ayes, motion carried.

New Business

1. Clean up back room and move file cabinets to front desk. Unused and old fixtures to be discarded. Todd Speicher has done the majority and anything remaining will be taken out. Files were moved to clerk's desk.

2. Consider ordinance on rental property inspections and adopting housing codes. Donaldson moved, Halverson seconded to table issue until next meeting. Roll call vote, 5 Ayes, Motion carried.

Mayor called for motion to adjourn. Donaldson moved and Halverson seconded to adjourn. Roll call vote, 5 ayes, motion carried. Meeting adjourned at 8:17 pm.

Ambulance Independent Account

Justin Miller, calls	20.00	George Wait, calls	40.00
Mike Thomas, calls	24.00	Andrew Clemons, calls	70.00
Junior Prusha, calls	90.00	Lisa Thompson, calls	40.00
Mike Thomas, calls	23.00	Hutch Screen Printing, t-shirt	188.86
Petty Cash	60.00	George Wait, calls	60.00
Innovative Ag, fuel	40.70	Heart of Iowa, phone	6.50
Customized Billing	90.00	Justin Miller, call	112.00
Eldora Ambulance	500.00	Junior Prusha, calls	62.50
R Comm Wireless	28.		

Fire Department Independent Accounts

Sam's Club, card	45.00	Whitten Fire Department, help with burn	546.00
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General Checking

Quick Books Payroll	2897.69	Intuit, payroll fee	48.00
US Postmaster, certified mail	6.70	USPS, envelopes	601.75
Avast Anti Virus, one year	59.99	Amazon, meter touch pads	65.12
VISU-Sewer, Inc, sewer rehab	73,061.41	Quick Books Payroll	3078.49
Returned Check	147.05	Return check charge	3.00
Alliant Energy	2619.08	Hardin County Savings Bank, ach fee	5.00
Daryl Schoppe Const, repair	2208.22	Hardin CO Savings Bank, service chg	.21
Dept of Natural Resources,	210.00	Fareway Stores, pool concessions	101.15
NPDES annual permit fee			
Gehrke Quarries, rock	141.57	Heart of Iowa, phone, internet	154.71
Hardin Co Sheriff, contract	785.73	Hewett Wholesale, concessions	73.29
Innovative Ag, fuel	213.78	Iowa One Call, emails	
JEO, sanitary sewer project	1762.50	Keystone Labs, lab work	12.50
Knights Sanitation, garbage	1017.50	Leah Higgins, reimburse concessions	54.90
Mid-America Publishing, legals	110.81	Municipal Supply, touch pads	99.43
Rhonda Guy, water/waste water	688.00	Union Leasing, supplies	27.95
USIC Locating Services, calls	154.50	ACCO, Inc, pool filters	5314.85
Blackhawk Co Health Dept, pool inspection	288.00	Carson, Dennis, daily readings	735.66
Eagan, Colleen, mileage	103.80	Quick Books Payroll	3051.44
United States Treasury, taxes	1341.32	IPERS, city part	514.67

Library Independent Accounts

Alliant Energy, utility	132.54	Isaac Good, computer repair	170.00
Logan Backoff, labor	68.00	Heart of Iowa, phone, internet	98.11
Transfer to other account	627.50	Library expense	100.00

Income: General, 31,794.97, Ambulance, 742.89, Capital, 1641.24, Fire Department, 2.08, Garbage, 945.00, Landfill, 1242.50, Library, 7533.63, Pool, 2251.13, Water Sinking, 2100, Water, 8362.23, Sewer Sinking, 2100, Sewer, 68,036.78, Road Use, 4116.12, Employee Benefit, 279.82, LOST, 3282.47, Emergency Fund, 67.44.

Expense: General, 6751.39, Ambulance, 1520.56, Fire Department, 591 Garbage, 1007.50, Library, 1259.15, Pool, 9247.39, water 5691.86, Sewer, 78,964.07, Road Use, 956.57, LOST, 3282.47.

Minutes
CITY OF UNION
PUBLIC HEARING & REGULAR COUNCIL MEETING
TUESDAY, SEPTEMBER 12, 2017 6:30 pm

Mayor Tom Pieper called the meeting to order at 6:30pm. The Pledge of Allegiance was recited. Roll call was answered by Nathan Bernard, Candy Wait and Cheryl Halverson. Absent; Alan Donaldson and Stephanie Carson. Also present were Mayor Tom Pieper, City Clerk Colleen Eagan, Steve Locke from JEO, Fire Chief Andy Clemons and 3 citizens.

Bernard moved to approve the agenda, Halverson seconded. Roll Call vote, Bernard Aye, Wait Aye, Halverson Aye, and 2 absent, motion passed.

PUBLIC HEARING –Provide the public information concerning the progress, scope, budget and status of the Sanitary Sewer Improvements project.

UNION PUBLIC HEARING ANNOUNCEMENTS
UNION SANITARY SEWER IMPROVEMENTS PROJECT

- This public hearing is being held to update residents on the City's sanitary sewer improvements project. This project is funded in part by a Community Development Block Grant.
- The need for and goals of the project have not changed since the CDBG application was submitted to the State of Iowa in the fall of 2015.
- Visu-Sewer and J & K Contracting are the contractors for the project. Work on the project is approximately 42% complete.
- The grant is scheduled to close-out July 31, 2019.
- To date, \$136,402 in CDBG funds have been requested and \$240,091 in matching funds have been expended.
- Ask for oral and written comments.
- Close hearing.

Public Hearing opened at 6:32pm, no comments, Public Hearing closed at 6:35pm.

Residents' Concerns: Property at 707 4th Street is unkempt and no utilities on for new renters. Questioned fitness of house. Landlord is absent. Mayor addressed concern and referenced an ordinance being developed to address derelict landlords and rental property inspections. Possible solutions were discussed.

Consent Agenda: Bernard moved to approve special meeting minutes on July 21 and July 22, minutes of regular meeting August 8' 2017 and claims paid. Wait seconded. Roll Call vote, Bernard Aye, Wait Aye, Halverson Aye, and 2 absent, motion passed.

Mayor and Committee Reports

Mayor: nothing to report at this time.

Clerk Report: Financials in folder, along with Hardin County Sheriff's report as well as the minutes from the Union Public Library Board. POM monthly report on Water/Wastewater management was also included since POM representative could not attend the council meeting.

Nuisance: Property was mowed at 707 4th Street. Update on 103 Center Street.

Fire Department: The Fire Department Association wishes to take over the emergency siren replacement. They are applying for grants and planning fund raisers. Discussion of a board with council members approving fire chief after fire department votes in November.

Fire Department by-laws will be researched and update will be given at the October council meeting.

Steve Locke, JEO, discussed sewer project progress and items that had come up since last month. Bernard moved to act on New Business Item No. 6-Pay Application 3 for group B at this time. Wait seconded. Roll Call vote, Bernard Aye, Wait Aye, Halverson Aye, and 2 absent, motion passed. Bernard moved to approve Pay Application 3 Group B for the sewer renovation project. Halverson seconded. Roll Call vote, Bernard Aye, Wait Aye, Halverson Aye, and 2 absent, motion passed.

Resident expressed concern of street work around manholes. JEO will inspect. Report at next meeting.

Pool Committee: The pool is half-winterized, bathrooms are done, power is off and the water is gone. A toilet lid needs replacement.

OLD BUSINESS

1. 2nd Reading of Ordinance 143-Change of Sewer fee.
2. 3rd Reading could not be waived due to only 3 council members present.
3. Approval of Ordinance 143 tabled until October council meeting.
4. Committee to develop ordinance regarding rental properties formed. Committee council members are Candy Wait and Cheryl Halverson. Resident member is LeeAnn Miller.
5. Fencing pools on private property was tabled until council meeting in February 2018. Halverson moved to table, Wait seconded. Roll Call vote, Bernard Aye, Wait Aye, Halverson Aye, and 2 absent, motion passed.

NEW BUSINESS

1. Consider Resolution 17-13—Approval and Adopting 2016-2017 Street Finance Report. Bernard moved and Halverson seconded to approve Resolution 17-13. Roll Call vote, Bernard Aye, Wait Aye, Halverson Aye, and 2 absent, motion passed.
2. Consider maintenance person replacement when not available for city work. Jacob Dudley already approved to work for city. A list of preapproved duties will be developed. Person to report to Tom.
3. Consider and discussed possible action and an ordinance on trailer or manufactured homes. Example of an ordinance was discussed. Halverson moved to adopt Conrad Ordinance 146 with appropriate changes in regard to Union. A second was made by Wait. Roll Call vote, Bernard Aye, Wait Aye, Halverson Aye, and 2 absent, motion passed. First reading to be made in October.
4. Discussion of change or expanding Ordinance 105.06—Open Burning restriction. Council decided change was not needed.
5. Consider raising water deposit amount. Discussion of issue and means of determining rate ensued. \$180 for a water deposit was decided amount. Council instructed clerk to change ordinance 92.09 to reflect amount change. Ordinance will be prepared for October Meeting.

Halverson motioned to adjourn; Bernard second. Roll Call vote, 3 ayes. Motion passed, Mayor Pieper adjourned the meeting at 8:30.

Income:

General 179.63, Ambulance 793.33, Capital 1646.44, Fire Department 2.08, Garbage 810, Landfill 1197.50, Library 1637.92, Pool Improvement 1235.00, Pool Operating 1779.68, Road Use Tax 4254.02, Employee Benefits 4.27, LOST 3292.87, Emergency 1.85, Sinking Water 4200, Water 9278.48, Sinking Sewer, 4200, Sewer 55631.41.

Expense

General 7057.42, Ambulance 97.96, Capital 1646.44, Fire Department 49.99, Garbage 1007.50, Landfill 3077, Library 3937.40, Pool Operating 5501.64, Road Use Tax 966.03, LOST 3292.87, Emergency 1.85, Water 6362.44, Sewer 54,754.62.

Claims Paid

Ambulance Independent Accounts

Ann Wankin, t-shirts	53.46	Innovative Ag, fuel	38.00
Heart of Iowa, phone	6.5		

Library Independent Accounts

Alliant Energy, utility	209.78	Heart of Iowa, phone	39.83
Logan Backoff, labor	112.00	Ebsco, magazines	642.52
State Library of Iowa, eBooks	59.23	State of Iowa, data base	48.52
Overdrive, Inc., Bridges	292.38	Conrad Public Library, Summer Kick off program	46.33
Eldora Herald, year subscription	51.00	Center Point, large print	1092.96
Villisca Library, books on CD	10.00	VISA, books, supplies	1269.55

General Checking

Quick Books Payroll	3051.44	United States Treasury	1341.32
IPERS	514.67	Intuit, payroll	48.00
AVAST, antivirus	9.99	J&K Contracting, sewer project	29,615.00
Quick Books Payroll	1970.23	Alliant, utilities	2275.22
Hardin County Savings Bank, ach	5.00	NSF utility bill returned	145.00
Bank Charge, NSF return	3.00	Amazon, smart key	71.35
Quick Books Payroll	1448.21	J&K contracting, lagoon rehab	16825.00
Deposit Refund	18.00	Union Leasing, supplies	4.89
ACCO, Inc., injection check valve	44.75	Bergman, Jo, mowing	360.00
Carson, Dennis, daily readings	735.66	Fareway, pool supplies	10.15
HACH Company, sample cells	42.78	Hardin County Sheriff, monthly contract	785.73
Hardin County Solid Waste, recycle	6154.00	Heart of Iowa, phone	140.04
Innovative Ag, fuel	320.97	Iowa One Call, emails	4.50
J&T Plmg & Htg, sand filters	2716.19	Keystone Labs, lab	14.00
Knights Sanitation, garbage	1065.50	Larry's Ag Repair, oil	6.11
MidAmerica Publishing, legals	135.11	Rhonda Guy, water/wastewater	688.00
USIC Locating Services, calls	66.95	JEO Consulting, sewer rehab	2710.00

**Minutes
City of Union
Regular Council Meeting
Tuesday, October 10, 2017 6:30pm**

Mayor Tom Pieper call the meeting to order at 6:35pm. The Pledge of Allegiance was recited. Roll Call vote was answered by Nathan Bernard, Stephanie Carson, and Cheryl Halverson. Absent: Alan Donaldson and Candy Wait. Also present were Mayor Tom Pieper, City Clerk Colleen Eagan, and Steve Locke from JEO and representatives from the Rails to Trails.

Halverson moved to approve the agenda and Bernard seconded the motion. Roll call vote; Bernard aye, Carson aye, Halverson Aye, 2 absent, motion carried.

Residents' Concerns: Tree limbs hanging over the road on Oak Street. Letter to be sent to the property owner.

Consent Agenda: Bernard moved and Carson seconded to approve the minutes of the September 12th meeting and claims paid. Roll call vote; Bernard aye, Carson aye, Halverson Aye, 2 absent, motion carried.

Committee Reports

Mayor: Tom Pieper reported that is not seeking another term as mayor to health concerns.

Clerk: Financials presented to the council in folder as well as the Hardin County Sheriff Report, Fire Department report from August, POM monthly report on Water/Waste Water. Also included were the Union Library Board minutes with hiring of Karen Mull as library sub noted to the council. Clerk mentioned Clerk Books Conference and Budget Workshop in November. Clerk questioned whereabouts of ordinance books.

Nuisance: Attorney did not show at court appearance. Mowing at nuisance properties has been done.

Fire Department: A fish fry to raise funds for the emergency siren will be held October 21 from 5-7.

Old Business

1. Third Reading of Ordinance 143-Change of sewer fees.
2. Bernard moved to approve ordinance 143-Change of sewer fees. Halverson seconded. Roll call vote; Bernard aye, Carson aye, Halverson Aye, 2 absent, motion carried.
3. Rental property ordinance is still a work in progress. More to be reported at November council meeting.
4. Mayor will work on city maintenance duty list and pass on to 2 part-time maintenance men.
5. Review of process for adding Manufactured Home Ordinance was discussed. Mayor Pieper appointed all council members to be on a zoning committee to begin process. May start with the city attorney.

New Business

1. Rails to Trails: I.R.T. H. representative Chris Weiting addressed the board along with Meghan Dohrman, Roadside Vegetation Manager for Hardin County. Trail update was given and user groups discussed as well as time lines for completion. Maintenance options and concerns for property were discussed with board. Signage to be provided for prairie grass development areas.
2. Steve Locke of JEO discussed sewer project progress, notice procedure on planned work. Problems with jetting and vents and chemical orders were discussed. Pay Application No 4 and

Change Order No 3 were considered. Bernard moved and Carson seconded to approve Pay Application 4. Roll call vote; Bernard aye, Carson aye, Halverson Aye, 2 absent, motion carried. Bernard moved to approve Change Order 3, Halverson seconded. Roll call vote; Bernard aye, Carson aye, Halverson Aye, 2 absent, motion carried.

3. Council reviewed the Annual Financial Report for fiscal year 2017. Report will be published then submitted to the State of Iowa.

4. Action on the leak in the area of pool parking lot was discussed. Bernard moved to have the city repair the leak on the street by rec center. The parking lot repair to be done by South Hardin Recreation. Carson seconded. Roll call vote; Bernard aye, Carson aye, Halverson Aye, 2 absent, motion carried.

5. Halverson moved and Bernard seconded that the time for Trick or Treating in Union was to be on Tuesday, October 31st from 5 to 7. Roll call vote; Bernard aye, Carson aye, Halverson Aye, 2 absent, motion carried. Clerk was directed to post information at the Union Post Office.

6 Clerk requested clarification of Ordinance 136—Peddlers, Solicitors and Transient Merchants. Application will be updated to comply with ordinance. Bond amount to be same as in Code of Iowa.

7. Council was notified that Jeff Butler will apply for a building permit to enclose porch on home. Bernard moved and Halverson seconded that permit will be approved on receipt at City Hall. Roll call vote; Bernard aye, Carson aye, Halverson Aye, 2 absent, motion carried.

8. Bernard moved and Halverson seconded to approve Charles Hannahs application for a building permit to for a storage building.

Mayor Pieper called for a motion to adjourn. Halverson moved to adjourn. Bernard seconded. Roll call vote; Bernard aye, Carson aye, Halverson Aye, 2 absent, motion carried.
Meeting Adjourned 8:45 pm.

Tom Pieper, Mayor

Attest: Colleen Eagan City Clerk

	Income	Expense
General	\$ 10,337.98	\$ 5,307.46
Ambulance	\$ 637.74	\$ 948.48
Capital	\$ 1,646.43	\$ -
Fire Department	\$ 2.01	\$ 1,480.35
Garbage	\$ 815.00	\$ 1,041.50
Landfill	\$ 1,230.00	\$ -
Library	\$ 3,096.91	\$ 2,038.30
Improvement Pool		
Operating Pool	\$ 1,646.44	\$ 108.03
Streets	\$ 232.64	
Road Use Tax	\$ 4,153.74	\$ 515.09
Employee Benefits	\$ 674.74	\$ -
LOST	\$ 3,292.87	\$ 3,292.87
Emergency	\$ 293.15	\$ -
Sinking Water	\$ 2,100.00	\$ -
Water	\$ 8,594.60	\$ 3,872.68
Sinking Sewer	\$ 2,100.00	\$ -
Sewer	\$ 9,303.84	\$ 12,484.89

Claims Paid

Ambulance Independant Accounts

Eldora Ambulance	contract	250.00
GEORGE WAIT '	AMB calls	100.00
CLEMONS, ANDREW'	AMV-Calls	95.00
PRUSHA, JUNIOR '	AMB- Calls	115.00
MILLER JUSTIN	calls	80.00
Superior Welding	AMB - rent annual	120.00
Kimberly Elder	CPR	160.50
INNOVATIVE AG SERVICES	AMB- fuel	57.00
HEART OF IOWA COMM	AMB - phone	6.50
GEORGE WAIT '	AMB calls	10.00
LISA THOMPSON	call	22.50
Darlene Bradley	reimbursement	29.98
CLEMONS, ANDREW'	AMB-Calls	47.50
Customized Billing	billing SUE ROBERTS	90.00
PRUSHA, JUNIOR '	AMB- Calls	20.00
LISA THOMPSON	call	37.50
MILLER Justin	calls	10.00

Fire Dept. Independant Accounts

FELD FIRE	helmet patches	91.35
Kimberly Elder	CPR	<u>107.00</u>

General Checking

United States Treasury	42-6005292	1,182.46
IPERS		530.54
INTUIT	payroll fee	48.00
QuickBooks Payroll Service	Payroll Service 09/19/2017	1,251.66
utility payment	Amount Bounced	63.83
utility payment	Bank Charge - Bank Account	3.00
ALLIANT ENERGY INC	billing breakdown	1,744.02
Iowa Department of Revenue & Finance		1,114.00
QuickBooks Payroll Service	Payroll Service on 10/02/2017	1,216.62
Bergman, Brett	mowing (4)	180.00
Carson, Dennis	daily readings/screen clean	735.80
ClerkBooks, Inc	webinar	395.00
DORSEY & WHITNEY, LLP	legal for sewer project/SRF loan	5,000.00
HARDIN COUNTY SHERIFF DEPT.	Monthly Contract	785.73
HEART OF IOWA COMM	telephone/internet	137.66
IOWA DEPARTMENT OF NATURAL RES	2018 annual water use fee budget workshop and Clerk Handbook	134.00
IOWA LEAGUE OF CITIES		65.00
IOWA WHOLE SALE	meters and supplies sanitary sewer rehabilitation project	138.32
JEO Consulting Group, INC		4,122.50
Kaplan & Frese LLP	legal expense	776.38
KEYSTONE LABORATORIES INC	labs	127.00
KNIGHTS SANITATION	city garbage routes	1,041.50
Mid-America Publishing Corp.	legals	133.68
NAPA AUTO PARTS-ELDORA	anti-freeze for pool	37.52
R COMM WIRELESS	paggers, batteries	<u>979.00</u>

Library Independent Accounts

ALLIANT ENERGY INC	utility	178.00
Visa	supplies	1,721.47
HEART OF IOWA COMM	telephone	70.83
Eldora Public Library	supplies	5.00

CITY OF UNION
SPECIAL COUNCIL MEETING
Thursday November 2, 2017

Mayor Tom Pieper called the special council meeting to order 12:30 pm. The Pledge of Allegiance was recited by all present. Roll call vote was answered by Alan Donaldson, Nathan Bernard, Candy Wait and Cheryl Halverson. Stephanie Carson was absent. Also present were Mayor Tom Pieper and Colleen Eagan, city clerk. Halverson moved to approve the agenda, Donaldson seconded. Roll Call vote, Donaldson Aye, Bernard aye, Wait Aye, Halverson Aye, Carson absent. Motion carried.

New Business: Discussion and possible action on installation of fire hydrant at South Hardin Recreation Area.

Alan Donaldson provided information. Discussion followed. Fire hydrant could be installed while current work on water leak is being done.

Halverson moved to put a fire hydrant South Hardin Recreation Area using funds from water and South Hardin Recreation Area to pay half of cost for fixing the water main and repaving. Donaldson seconded. Roll Call vote, Donaldson Aye, Bernard aye, Wait Aye, Halverson Aye, Carson absent. Motion carried.

Donaldson moved to adjourn. Halverson seconded. 4 Ayes, one absent. Motion carried.

Mayor Tom Pieper adjourned meeting at 1:00pm.

Tom Pieper, Mayor

Attest: Colleen Eagan, City Clerk

**Minutes
City of Union
Regular Council Meeting
Tuesday November 14, 2017**

Mayor Tom Pieper called the meeting to order at 6:30 p.m. The Pledge of Allegiance was recited. Roll Call answered by Nathan Bernard, Stephanie Carson, Candy Wait, and Cheryl Halverson. Alan Donaldson was absent. Also present were Mayor Tom Pieper and City Clerk Colleen Eagan along with Steve Locke from JEO and residents.

Halverson moved to approve the Agenda, Wait seconded. Roll call vote 4 Ayes, 1 absent, motion carried. Residents' Concerns: remove meter from building at REC Center because of cold weather, big blade for big truck for snow removal is laying on the ground broken, sander has been fixed, check if plow is ready for winter. Discussion on maintenance personnel.

Consent Agenda: Bernard moved to approve minutes for 10.10.2017 and special meeting minutes from 11.02.2017 and claims paid. Halverson seconded, roll call vote 4 Ayes, 1 absent, motion carried.

Mayor and Committee Reports:

Mayor: Shoppe fixed water leak and installed a fire hydrant in the swimming pool parking lot.

Clerk Report: Included in packet; City Profit and Loss Report, Fund Balances, List of properties that will have liens because of unpaid bills. Library Board Minutes, Sheriff Report, Fire Department Report, and Waste/Water Management also included in packet.

Nuisance: Abatement to 402 1st Street due to excessive garbage collected on property. Court case scheduled for December 4th, 2017. Mowing bills have been sent.

Old Business

1. Update on Rental Property Ordinance. Still a work in progress. Committee is look at a simpler version. Plan to cover issues that have come up in the past. Rental Properties will be inspected. Progress to be reported at future meetings.
2. Maintenance duty list has not been finished. Mayor in discussion with Maintenance personnel. Point was made that library sidewalks and city hall are also a priority in snow removal. Mayor will keep working on list.
3. Update on zoning ordinance for manufactured homes. Committee will adopt a code and will start the process.
4. Discuss Rails to Trails prairie seeding. After discussion, council will contact group and request lower growing prairie plants.

New Business

1. Sewer project update, pay applications and change order application. Steve Locke gave update on progress, Group B is complete, and a walk through is planned for Monday, November 20th to develop a punch list of any issues or remaining work. Bernard made a motion to pay application No 5 for Group B work for \$9695.00. Halverson seconded, roll call vote, 4 Ayes, one absent. Motion carried. Locke presented council with a map indicating sewer mains lined or still to be completed. Problem areas were indication and extra cost to fix them included in Change Order No 4. Work will be suspended until April 1st due to weather constraints and final completion scheduled for June 15, 2018. Locke will contact Alliant concerning abandoned gas line repair. Bernard moved to accept change order No 4 with cost increase of \$2601.10 and a time increase of 170 days for substantial completion and 200 days for final payment. Carson seconded, roll call vote, 4 Ayes, 1 absent. Motion carried.

Locke recommended payment of Pay Application No 3, Group A for \$277,719.45 for work completed to date. Bernard moved to approve Pay Application No 3, Halverson seconded. Roll call vote, 4 Ayes, 1 absent. Motion carried.

2. Consider Ordinance 17-144 Amend the Code of Ordinance of the City of Union provision pertaining to customer deposits. Rental deposit would increase to \$180 and owner deposit is unchanged. Bernard moved to proceed with Ordinance 17-144 and have the first reading tonight. Wait seconded, roll call vote, 4 Ayes, 1 absent, Motion carried.

3. First Reading of Ordinance 17-144. Mayor Tom Pieper read Ordinance 17-144.

4. Street Corner Repair Corner of 5th St and Center Street. Bernard moved to take bids on repair work to be due 5:00 p.m. Tuesday December 12, 2017. No second, no action taken.

Discussion on resident with high water bills due to leak. Resident had been advised to address the council to lower cost of the sewer usage. Resident unable to attend meeting, but was notified that a letter would suffice. Normal response from council is the acceptance of lowering the sewer usage portion of the bill when a resident makes such a request.

Mayor called for motion to adjourn. Halverson so moved. Meeting adjourned at 7:38.

Bill listing for October 10-November 14, 2017

Ambulance Independent Accounts		Library Independent Accounts	
MIKE THOMAS, calls	32.50	ALLIANT ENERGY INC, utilities	153.81
MIKE THOMAS, calls	36.00	Visa, supplies	1,376.28
MIKE THOMAS, calls	35.00	CITY OF UNION, payroll	2,653.58
Eldora Amb, monthly fee	500.00	Des Moines Register, sub	384.03
KIMBERLY ELDER, 4 CPR	34.00	HEART OF IOWA COM, phone	70.97
PETTY CASH, CASH	60.00		
HEART OF IA, phone	6.50		
Ann Wanken, t shirts	62.00		
GEORGE WAIT, calls	125.00	Petty Cash	
Customized Billing	15.00	Integrity Computer, microphone	15.00
Eldora Amb, monthly fee	500.00		
Andrew Clemons, calls	55.00		
MILLER JUSTIN, calls	88.00		
Quality Services	441.17		
General Checking			
AMAZON, speakers	22.11	JEO Consulting Group	
IPERS	486.04	Sewer rehab project	6,113.75
QuickBooks Payroll	1,231.30	NAPA, lamps	28.00
ALLIANT ENERGY INC	1,580.89	Dudley, Jacob J, wage	126.05
US Treasury, tax	752.82	HCSB, ach fee	5.00
INTUIT, payroll fee	406.00	Dudley, Jacob J, wage	78.05
QuickBooks Payroll	1,340.29	IA Dept of Revenue, tax	310.00
MUNICIPAL MANAGEMENT CORP,		BUTLER, GEORGE, refund	68.00
Hydrant/ parts	2370.70	US Treasury, tax	853.74
ClerkBooks, support	1,400.00	KNIGHTS SANITATION,	
J&K Contracting,		garbage pick up	1,017.50
Sewer rehab project	73,152.00	KEYSTONE LAB, labs	25.00
RHONDA R. GUY,		Bergman, Al, mowing	90.00
water/wastewater	688.00	Mid-America Publishing,	298.87
HEART OF IOWA,		legals	
Telephone/internet	141.59	HARDIN COUNTY SHERIFF DEPT,	
IAS, fuel and LP	588.91	monthly contract	735.73

IOWA CODIFICATION, INC,
Ordinances updated 551.00
Kaplan & Frese LLP,
legal expense 125.92
IA RURAL WATER ASSO,
Annual dues 2018 225.00
Union Leasing, dba Gingersnap,
Supplies 48.31

Carson. Dennis, readings 735.80
BUTLER, GEORGE, refund 68.00
J&K CONTRACTING,
Sewer rehab project 44,403.00
Staples, toner 258.38
USIC Locating, calls 48.31

October 2017 Income: General 10,337.98, Ambulance 637.74, Capital 1646.43, Fire department 2.01, Garbage 815.00, Landfill 1230, Library 3,096.91, Pool Operating 1646.44, Streets 232.64, Road Use Tax 4153.74, Employee Benefits 674.74, LOST 3292.87, Emergency 293.15, Sinking Water 2100, Water 8594.60, Sinking Sewer 2100, Sewer 9,303.84.

October 2017 Expense: General 5307.46, Ambulance 948.48, Fire Department 1480.35, Garbage 1041.50, Library 2038.30, Pool Operating 108.03, Road Use Tax 515.09, LOST 3292.87, Water 3872.68, Sewer 12484.89.

**Minutes
City of Union
Regular Council Meeting
Tuesday December 12, 2017**

Mayor Tom Pieper called the meeting to order at 6:30p.m. The Pledge of Allegiance was recited. Roll call was answered by Nathan Bernard, Stephanie Carson, and Candy Wait. Alan Donaldson and Cheryl Halverson were absent. Also present were Mayor Tom Pieper, City Clerk Colleen Eagan, and Rhonda Guy, fire department co-chief Andy Clemons, 4 residents, Mayor Elect Cynthia Knight and future councilman Steve Cox.

Bernard moved to approve the agenda, Carson seconded, Roll Call Vote, 3 Ayes, 2 absent, motion carried.

Residents' Concerns: Trees being carried into the brush dump. Couple loads of rock needed on lagoon road. Maintenance man will be informed to haul rock.

Consent Agenda: Bernard move to approve the consent agenda, Carson seconded, Roll Call vote, 3 Ayes, 2 absent, motion carried.

Mayor Report: Lagoon project moving along and preparations are being made for winter. Mayor thanked the council members for their service this year. A special acknowledgement made to Nathan Bernard and Alan Donaldson for doing the bulk of the heavy lifting involved in city maintenance. A thank you also to city clerk Colleen Eagan. Thanks to Jim Teske, Jim Donaldson, and Candy Wait for all their contributions to the City of Union.

Clerks Report: Financials in packet. Also included in packet is the Hardin County Sheriff Report, Union Library minutes, Rhonda's information.

Nuisance: Court Case on Center Street is rescheduled to February.

Fire Department: Election of Troy Wilson to fire chief. Council approval will be on January meeting agenda.

Water/Wastewater: Walk through of sewer rehab project, drive way back to Lagoon needs maintenance and contact will be made with contractor about costs. Wiring changes to generator need to be completed.

Old Business

1. Update on Rental Project Ordinance. Halverson was absent and item tabled to the next meeting.
2. Maintenance Duty list. Tom will work with the new mayor to complete the list.
3. Mayor Tom Pieper read the second reading of Ordinance 17-144 to raise renter water deposit to \$180.
4. Street repair on 3rd and Center. Bernard moved to ask for bids to finish repair of the street to be submitted by 5:00pm January 8th, 2018, Carson seconded, roll call vote, 3 Ayes, 2 absent, motion carried.

New Business

1. Mayor reported on the walk through of the Sanitation Sewer Project, the Certificate of Substantial Completion, and the Punch list of items that needed to be finished.
2. Review of Sump pump inspection Ordinance 130. Sewer Rehabilitation has decreased ground water in sewer and sump pumps are not to be drained into the sewer. Message will be included on next utility bill.
3. Consider maintenance and repair of city truck. A bid was received from Union Auto. Not enough council members present to vote. Matter tabled and will need to be addressed at the next meeting.
4. Resolution 17-14 to create sinking fund for loan payments for sewer rehabilitation project. Bernard moved to approve Resolution 17-14, Carson seconded, Roll Call vote, 3 Ayes, 2 absent, motion carried.
5. Motion to approve Sarah Baker as a library sub. Carson moved to approve Baker, Bernard seconded, Roll call vote, 3 Ayes, 2 absent. Motion carried.

6. Cynthia Knight was sworn in as the Mayor of the City of Union, effective Jan 1, 2018. Candy Wait and Steve Cox were sworn in as council members effective Jan 1, 2018.
 Mayor Tom Pieper call for a motion to adjourn, Candy Wait so moved. Meeting adjourned at 7:15p.m.

Claims Paid November 15-December 12, 2017

Ambulance

Mike Thomas, calls	64.00	Junior Prusha, calls	60.00
Innovative Ag, fuel	66.00	Heart of Iowa, phone	6.5

Library

Visa, supplies	1251.49	Alliant, utilities	118.79
Handyman subscription	15.00	B&G HVAC, service	12.00
Heart of Iowa, phone	69.40	Pat Muhlena, reimburse	16.32
Linda McCann, service	45.00	Laura Newby, reimburse	15.00

General

Quick Books Payroll	1306.32	QuickBooks, fee	14.00
Dudley, Jacob, payroll	233.11	Hardin County Treasurer, fees	45.00
Deluxe, deposit tickets	85.11	Utility Payment NSF check	85.00
Quick Books Payroll	1227.65	USPS, stamped envelopes	601.75
HCSB, ACH fee	5.00	J&K Contracting, sewer project	6182.00
Visu-Sewer, sewer project	177,101.45	State Revolving fund, interest	5760.00
State Revolving Fund, interest	3519.65	Dennis Carson	735.80
Daryl Schoppe Const., repair	2058.00	Gehrke Quarries, rock	281.65
Hardin County Sheriff, contract	785.73	Keystone Laboratories, lab	12.50
Hardin County Solid Waste, fee	3077.00	Heart of Iowa, phone, internet	141.23
Innovative Ag, fuel	243.98	JEO Consulting, sewer project	1541.25
Lawler Trucking, hauling rock	63.84	Mid-America Publishing, legals	112.76
Municipal Supply, repair items	480.45	Napa Auto Parts, repair	122.63
R Comm Wireless, pagers	946.00	Rhonda Guy, water, wastewater	688.00
Union Leasing, supplies	30.52	USIC Locating, calls	25.75

Fire Department

Iowa Firefighters Association	125.00
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Income November 2017

General -8846.10, Ambulance 1.44, Capital 3478.33, Fire Department 2.01, Garbage 805.00, Landfill 1352.50, Library 1605.25, Pool 3478.34, Streets 3669.65, Road Use Tax 6943, Employee Benefit 1139.85, LOST 6956.67, Emergency 495.26, Water 7121.46, Sewer 79340.05.

Expense November 2017

General 2533.18, Ambulance 250.50, Fire Department 2.01, Garbage -44, Library 6879.16, Streets 1485.29, Road Use -418.55, Employee Benefit 409.08, LOST 6956.67, Water 6049.27, Sewer 48393.48.