

City of Sheldon

City Council Report for Tuesday, July 2, 2019

Regular Meeting at 4:30 p.m.

2a. Request to cover cost of sewer backup at 821 11th St – Peter and Karen Vanden Berg.

Attachment: June 11, 2019 denial letter from ICAP and related information; June 28 letter from Vanden Bergs.

Background: On June 5, there was a sewer back-up affecting 821 11th Street. It is believed there was a plug in a service line or main nearby. Our insurance carrier, Iowa Community Assurance Pool (ICAP), denied the claim. ICAP believes they have sound basis on which to deny the claim – simply put, the City is not responsible for what other people flush. City does have an annual maintenance program to help keep the lines clear.

Under the rarely used “Moral Obligation to Pay Benefit”, you do have the ability to pay up \$5,000; ICAP will reimburse the City for 75%. The City’s cost would then be \$1,250. An indemnification agreement would also be necessary prior to the release of funds. This is the same policy which was invoked last November when innocent citizens experienced popped tires during an effort to apprehend the suspected robber of the west side Casey’s. Since sewer back-ups are more frequent, there is a broader impact in compensating for this loss. For example, another back-up occurred the same day in the 1000 block of 11th St; the claim was also denied.

Although of little consolation in this situation, the new partnership with Service Line Warranties of America will soon provide an opportunity for owners of residential properties to seek additional insurance coverage for service line and back-up situations.

3d. Wastewater treatment plant - Change order #10.

Attachments: Change order.

Background: This recommended change order was submitted to us on June 14. It adds \$5,591 to the contract. It includes some needed electrical changes and a recommended temperature sensor upgrade for the SBR (Sequencing Batch Reactor) and digester blowers. Public Works Director Todd Uhl recommends approval.

5a. Recommendation from Cemetery Board.

a. 1st reading of ordinance eliminating designation of Potter's Field at East Lawn Cemetery.

Attachments: Ordinances.

Background: The Cemetery Board has been reviewing the ordinance. During the discussion on May 14, it was realized the existing shed was built on top of Potter's field, and the ordinance was not amended at the time. We aren't sure when the shed was built, but it's been at least 50 years. To our knowledge, the shed was not built on top of any graves.

There are two known City-sponsored indigent burials, which occurred in 1916 and 1918, in block 267. Interestingly, block 267 is not officially designated in ordinance as Potter's Field.

The process for indigent burials has changed significantly in the past century. Due to the widespread acceptance of cremation, there is no longer much need for a Potter's Field. Space could be found for a new Potter's field if you so direct; the Cemetery Board believes it is unnecessary to provide a Potter's Field any longer.

The Cemetery Board also discussed 'companion urns' at the May 14 meeting and are considering an amendment to allow up to 3 cremation burials per location, instead of two. However, no more than 1 marker or monument per location is allowed. This second item will be discussed further at a future Cemetery Board meeting, which will likely occur this fall.

5b. Resolution approving Golf Course usage agreement for FY19-20.

Attachments: Draft agreement.

Background: This agreement formalizes the City's commitment for this coming budget year for a total of \$15,000 - to be paid in quarterly installments of \$3,750. Funding source is Local Option Sales Tax. During the budget workshops, the topic of the existing golf course debt also was discussed. The final payment of the land note was paid on June 1, in the amount of \$6,493.43.

5c. Resolution approving RIDES transportation services agreement for FY19-20.

Attachments: Draft agreement.

Background: This agreement has been drafted per the discussion during the budget workshops. This agreement formalizes the City's commitment for this coming budget year for a total of \$20,000 - to be paid in quarterly installments of \$5,000. Funding source is Local Option Sales Tax.

5d. Resolution affirming memorandum of understanding between City of Sheldon and Sanford Health Network regarding drug discount (340B) program.

Attachments: Memo and memorandum of understanding.

Background: On June 26, local Sanford Administrator Rick Nordahl requested signing of this agreement to ensure continuity of the state and federal support they receive. They have utilized a similar program which is coming to an end, and this new program requires City support. The effect of the agreement is the City is simply supporting Sanford's efforts to provide indigent care for the community. The agreement confirms the City's belief that the hospital will not discriminate based on protected classes or ability to pay. The hospital is then allowed to purchase drugs at a lower cost for the indigent population.

Through April 30, approximately \$447,000 was provided in unreimbursed charity care for 2019. That number will likely be \$1.1m by the end of the year. Due to the short turnaround time involved, Micah and I decided I could proceed with signing the agreement, and he recommended I seek affirmation from you at the next possible Council meeting.

5e. Hiring of full-time Police Officer.

Attachments: None.

Background: Seven applications were received for the open police officer position created by the retirement of 32-year veteran Scott DeGoei. Four applicants were offered the testing, and three took the physical test. The two finalists both went through rigorous background screens, credit checks and additional testing. Police Chief Bolkema and I extended an offer on Thursday, June 27 and received verbal acceptance on Friday morning. The finalist's name and signed offer letter will be made public as soon as we have it in hand. We hope to be able to present this offer at today's Council meeting for your approval. This is the first hiring of a full-time police officer since Jett Korver was hired on February 4, 2016.

5f. Mayor's Appointments to the Boards & Commissions.

Attachments: Partial list of appointments.

Background: These are the annual mayoral appointments for various boards and commissions. Length of term varies by board. Appointments include:

- Reappointment of Kim Hengeveld to Library Board. (6-year term)
- Reappointment of Greta Giese to Park Commission. (5-year term)
- Reappointments of Cheri Bosman, Keith Rolston, Larry Meyers to Trails Board. (3-year term)
- Reappointments of Millie Vos, Tom Whorley, Marlene Pape to Museum Board. (3-year term)
- Reappointment of Josh Kraayenbrink to Airport Commission. (5-year term)
- Reappointment of Mark Kleinwolterink to Planning Commission. (5-year term)
- Appointment of Mary Wallinga to Pavilion Board. (5-year term)
- Additional appointments (1 each) for Library, Park, Airport, and Pavilion will be available by meeting time. There is also an appointment to be made to the Board of Adjustment (Variance Board) for a 5-year term.

6a. City Manager's Report.

- As of June 27, we have issued 23 building permits in 2019 totaling \$4,145,110. Here is a ten-year history.

Year	# of permits	Value of work
2010	56	\$ 7,137,100.00
2011	46	\$ 1,813,050.00
2012	42	\$ 9,254,463.00
2013	54	\$ 7,137,100.00
2014	44	\$ 7,137,100.00
2015	61	\$ 15,934,650.00
2016	61	\$ 20,394,900.00
2017	71	\$ 46,469,770.00
2018	35	\$ 2,609,485.16
2019 (through 6/27)	23	\$ 4,145,110.00

- Here is a list of the 23 building permits issued so far for 2019:

DATE	Name	Address	What	Value of work	Sq Ft
3/27/2019	Travis Klein	1005 Pine Street	Garage	\$ 30,000.00	416
3/29/2019	Vern/Jan Kinderknecht	700 22nd Ave	Garage Addition	\$ 40,000.00	625
3/29/2019	Dean/Audrey Zoet	1551 Oak St	Roof over Front Door	\$ 5,000.00	64
4/3/2019	Ken Van Huizen	1630 Oak St	House Addition	\$ 59,500.00	184
4/11/2019	Maintainer Corp	3312 S 2nd Ave	Fence	\$ 19,110.00	
4/24/2019	Gary/Barb Hibma	701 3rd Ave	Roof over Patio	\$ 15,000.00	576
4/25/2019	Joel/Janet Horn	230 N 6th Ave	Fence	\$ 1,300.00	
4/26/2019	Sheldon Christian School	1425 E 9th St	Addition to School	\$ 1,987,000.00	6300
4/29/2019	Maintainer Corp	311 S 2nd Ave	New Mfg Bldg	\$ 1,700,000.00	28800
5/6/2019	Doug Hauptert	530 Larkspur Way	Garden Shed	\$ 4,000.00	120
5/9/2019	Michael/Matthew Kramer	409 6th Ave	Shed	\$ 1,000.00	192
5/9/2019	Gary Rosenboom	211 E Street	steel building	\$ 142,000.00	5000
5/21/2019	Gary Feuerstein	2419 E 3rd St	Repair/Replace Deck	\$ 3,000.00	224
5/23/2019	Scott Shirk	631 24th Ave	Garage Addition/Fence	\$ 30,000.00	624
5/23/2019	Tyler Halverson	1120 8th St	Fence	\$ 2,000.00	
6/3/2019	Ronald Kooima	1527 E 9th St	Storage Shed	\$ 2,000.00	192
6/6/2019	Blake Sneider	730 Larkspur Way	Outdoor Kitchen	\$ 10,000.00	352
6/12/2019	T.C. Fireworks, Inc.	1410 Park St	Portable Bldg-Fireworks	Temporary	
6/12/2019	Bellino Fireworks, Inc.	2603 Park St	Tent -Fireworks	Temporary	
6/12/2019	Greg Sawyer	611 Country Club Road	Covered Patio	\$ 30,000.00	600
6/12/2019	Ryan Kats	3349 Runger Ave	Mini Storage Building	\$ 60,000.00	3600
6/12/2019	Jeff Wiarda	2521 Park St	Storage Shed	\$ 3,000.00	120
6/27/2019	Raul Hernandez	1303 Kahler Ct	Shed	\$ 1,200.00	140

- The MidAmerican gas and electric franchise ordinances under consideration include a 2% non-residential fee and a 5% residential fee. This is estimated to bring in \$230,000 of “new funds”. A 5% fee across the board would raise an estimated \$625,000 annually, and this is not being currently proposed. Based on the 15-year CIP previously submitted to the Council, the annual franchise fee revenue of \$230,000 (2% non-residential and 5% residential) will cover all the vehicle needs that our four emergency services departments have outlined for the next 15 years. There will still be reliance by our emergency services departments on the general fund budget, however, this action goes a long way towards fulfilling the need. The presentations in March demonstrated an annual capital need of \$443,800. Here is the schedule on the Franchise discussion:
 1. June 5 - Revenue purpose statement (RPS) was approved, and hearing dates were set for June 19 and August 7.
 2. June 12 - Publication of RPS in the Mail Sun; 1st notice of public hearings #1 published June 8 in the Review.
 3. June 15 - 2nd notice of public hearings #1 to be published.


4. June 19 - First Public hearing. There will not be a vote on 1st reading at this meeting.
 5. 1st notice of public hearings #2 to be published on July 20.
 6. 2nd notice of public hearings #2 to be published between July 27 & August 3.
 7. August 7 - Second Public hearing and 1st reading.
 8. August 21 - 2nd reading and possible waiver of 3rd reading (if either / both readings not previously waived).
 9. 3rd reading at September 4 meeting (if not previously waived), and placement on the November 5 ballot. On May 1, you signaled your desire to see the two ordinances come before the voters on November 5. To do so, the wording needs to be the County Auditor by September 20.
- Here is the text for the job posting for the Ambulance Team Coordinator position. It is being advertised locally in print (Mail Sun, Review & Shoppers) and radio (KIWA).

**EMT/Paramedic Coordinator
City of Sheldon, Iowa**

The Sheldon Community Ambulance Team (SCAT) is looking to hire a full-time EMT/Paramedic Coordinator. This individual will be responsible for a variety of day to day operations of equipment, logistics, and personnel, as well as management duties related to SCAT in emergent and non-emergent capacities. Paramedic, and/or Registered Nurse certifications preferred. A combination of knowledge and experience in the medical field will be taken into consideration. Must be able to work nights and weekends. Salary range is \$35,000 - \$42,806, DOE. Excellent City benefits, including IPERS. For a full job description and application form please go to www.CityofSheldon.com or contact the Sheldon City Offices at (712) 324-4651. A Cover letter and completed City Application, with at least three professional references, is required for consideration. Resumes are welcome as an addition to the application. Send cover letter and completed City Application to: City of Sheldon, Attn: City Clerk, 416 9th Street, Sheldon, IA 51201. Application deadline is 4:30 PM on Friday, July 19. EOE.

- The property at 810 Washington Avenue has been a source of multiple nuisance issues. It was sold on a Sheriff's sale on May 1 to a bank in California. On June 26, Sheryl McEwen with Mortgage Contracting Services informed us they have taken over maintenance of the property. The property is being listed by Julie Stevenson-Fischer of Premier Realty Group in Sioux City. Interested parties may call her at 712-251-7506.

- We have had some calls on fireworks. Below is a handy summary of our rules and attached is the full ordinance.



Consumer Fireworks

City of Sheldon • Notice

A person may only possess, use, or explode consumer fireworks in accordance with City Code 4.11:

- (1) A person shall not use or explode consumer fireworks on days other than June 20 through July 5.
- (2) Usage allowed only between the hours of 12 p.m. and 10 p.m., except they can be used between the hours of 12 p.m. and 11 p.m. on July 4.
- (3) A person shall not use or explode consumer fireworks on real property other than that person's real property or on the real property of a person who has consented to the use of consumer fireworks on that property.
- (4) A person who is less than 18 years of age may only use or explode consumer fireworks if that minor child is under the direct supervision of his or her parent or guardian during such use or explosion of consumer fireworks.
- (5) A person shall not possess, use, or explode consumer fireworks while appearing or determined to be under the influence of alcohol and/or a controlled substance.
- (6) A person shall not possess, use, or explode consumer fireworks in a reckless manner or a manner that is likely to cause death, injury, or property damage.

Consumer Fireworks consist of any fireworks which can be purchased at an Iowa consumer fireworks' stand (per Iowa Code 727.2). Violations subject to \$250 fine.

6c. Crossroads Park.

- i. Presentation on Crossroads Park Master Plan (Mike Bell – RDG Planning & Design).**
- ii. Discussion.**

Attachments: Draft Master plan proposed by Mike Bell of RDG.
 Background: This is a follow-up to the June 12 public open house. There will discussion, but not final action at the July 2 meeting. Appropriate action would include forwarding the matter on to a future meeting for discussion and/or asking for additional information.

Regarding the costs to implement the Master Plan, here are the key projects identified in the presentation. Most of these projects can be undertaken independently:

- Trails – \$857,535 – includes site and construction costs
- Fishing Pier - \$1,427,292 – includes site and construction costs
- Great Lawn - \$870,218
- Neighborhood Corner - \$1,842,639.42
- Lake Access - \$551,088
- Landscape - \$571,668
- Amphitheatre - \$217,371