

Strawberry Point City Council
Regular Meeting October 20, 2021

The Strawberry Point City Council met for a regular meeting on Wednesday, October 20, 2021, at 6:00 p.m. at the Council Chambers within Strawberry Point City Hall. Mayor Evans presided. Council members answering roll call were Gearhart, Rowcliffe, Hansel, Gould, Courtnage.

Rowcliffe made a motion to approve the agenda. Courtnage seconded the motion. A roll call vote was taken. Ayes: Hansel, Gould, Courtnage, Gearhart, Rowcliffe. Nays: None. Motion passes.

PRESENTATIONS/GUESTS

Mayor Evans opened the Public Hearing Pertaining to the Submission of a CDBG-CV Application to the Iowa Economic Development Authority for Civic Center and Library Improvements. Ashley Christensen, Regional Economic Development Specialist at Upper Explorerland Regional Planning Commission and consultant on this project, reviewed nine points of interest pertaining to the activities proposed in the application:

- a. How the need for the proposed activity or projects was identified: The need for the proposed Strawberry Point Civic Center Facility Improvements Project was identified through planning sessions by the City of Strawberry Point, Berry Tender Child Care and the Strawberry Point Public Library. In order to ensure the health and safety of patrons through the duration of the current pandemic and to prepare for future pandemics, the City of Strawberry Point is planning improvements to the Strawberry Point Civic Center. A new ventilation/HVAC system will be installed to improve air quality; remediation of water infiltration issues will occur to improve the structural integrity of the building; and improvements to building acoustics will take place in order to better serve the needs of facility users.
- b. How the proposed activity or projects will be funded and the sources of funds: The request to the Iowa Economic Development Authority will be \$246,455. If successfully funded, the remainder of the proposed activity will be funded by the City of Strawberry Point for a total project cost of \$342,650.
- c. The date the CDBG application will be submitted: The CDBG CV application will be submitted on or before December 1, 2021 to the Iowa Economic Development Authority.
- d. Requested amount of federal funds: The requested amount is \$246,455.
- e. Estimated portion of federal funds that will benefit persons of low and moderate income: Given that 2011-2015 American Community Survey data shows the community residents at 52.8% low to moderate income, it can be expected that the same proportion of funds will benefit that group of residents or a total of 675 persons.
- f. Where the proposed activity or project will be conducted: The proposed project will be conducted at 401 Commercial Street within the city limits of Strawberry Point.
- g. Plans to minimize displacement of persons and businesses as a result of funded activities or projects: No businesses or persons will be displaced as a result of the proposed project.
- h. Plans to assist persons actually displaced, and: No persons will be displaced as a result of the proposed project.
- i. The nature of the proposed activity or project: The nature of the proposed project includes abandoning the existing outdated boiler system and installing a new HVAC system consisting of gas-fired furnaces and air-cooling condensing units, with each room to be serviced by its own unit; addressing water infiltration issues along the north side of the existing Library, including provisions to prevent water from imposing excessive lateral loads on the new wall; and improving the acoustics of the existing Multi-Purpose Room to better serve the needs of facility users.

Rowcliffe moved to approve Resolution #21-43 Authorizing the Submission of a CDBG-CV Application to the Iowa Economic Development Authority. Courtnage seconded the motion. A roll call vote was taken. Ayes: Gould, Courtnage, Gearhart, Rowcliffe, Hansel. Nays: None. Motion

passes. Council reviewed the draft Community Development Needs Assessment and Duplication of Benefits Policies and Procedures. No revisions were suggested. Christensen suggested a decision on the grant would be made within 30-45 days of submission, with submission anticipated in early- to mid-November. With there being no further comments, Mayor Evans closed the public hearing. Gearhart moved to approve the Community Development Needs Assessment. Hansel seconded the motion. A roll call vote was taken. Ayes: Courtnage, Gearhart, Rowcliffe, Hansel, Gould. Nays: None. Motion passes. Gould moved to approve the Duplication of Benefits Policies and Procedures. Rowcliffe seconded the motion. A roll call vote was taken. Ayes: Gearhart, Rowcliffe, Hansel, Gould, Courtnage. Nays: None. Motion passes.

CONSENT AGENDA

Minutes from October 6, 2021, City Council Meeting

Claims

September 2021 Treasurer's Report showing receipts and disbursements by fund as follows:

Fund	Expenses	Revenues
General	\$ 64,268.01	\$ 60,969.26
Munter Trust	\$ -	\$ 1,022.68
Library Capital Improvement	\$ -	\$ -
Fire Department	\$ -	\$ -
Swimming Pool	\$ -	\$ -
Tree Board	\$ -	\$ -
Ambulance	\$ -	\$ 1,677.76
Civic Center	\$ -	\$ -
Police Equipment Reserve	\$ -	\$ -
Fire Equipment Reserve	\$ -	\$ -
Ambulance Equipment Reserve	\$ -	\$ -
Street Equipment Reserve	\$ -	\$ -
Industrial Park Equipment Reserve	\$ -	\$ -
Pool Equipment Reserve	\$ -	\$ -
Administrative Equipment Reserve	\$ -	\$ -
Parks Equipment Reserve	\$ 89.98	\$ -
Veteran's Memorial Reserve	\$ -	\$ -
Road Use Tax	\$ 7,556.10	\$ 19,630.18
I-Jobs	\$ -	\$ -
Employee Benefits	\$ 5,233.82	\$ 10,308.68
Emergency Fund	\$ -	\$ 751.67
Local Option Sales Tax	\$ -	\$ 12,110.97
Tax Increment Financing	\$ -	\$ -
FEMA	\$ -	\$ -
Debt Service	\$ -	\$ 3,000.94
Civic Center Library Improvements	\$ -	\$ -
American Rescue Plan Infrastructure	\$ -	\$ -

CDBG Rehab Housing Project	\$	-	\$	-
Water	\$	11,034.18	\$	18,943.32
Water Deposits	\$	400.73	\$	200.00
Water Capital Project	\$	-	\$	-
Sewer	\$	25,483.09	\$	32,232.67
Sewer Sinking	\$	-	\$	9,630.00
Sewer Capital Project	\$	-	\$	-
Electric	\$	91,109.54	\$	119,164.12
Electric Generator Sinking	\$	-	\$	-
Electric Sinking	\$	-	\$	-
Electric Meter	\$	1,325.20	\$	600.00
Electric Capital Projects	\$	-	\$	-
Electric Required Improvements	\$	-	\$	-

Courtnage moved to approve the Consent Agenda. Gould seconded the motion. A roll call vote was taken. Ayes: Rowcliffe, Gould, Courtnage, Gearhart. Nays: None. Hansel abstained due to conflict of interest. Motion passes.

UNFINISHED BUSINESS

Council reviewed three quotes for the North Lift Station Control Automation Project. Staff sought the quotes for this maintenance project. Due to elimination of the sewer main changes from the project, engineering is no longer required. Quotes were received as follows: Pumpcon \$79,625, Starnet Technologies \$77,963, and Electric Pump \$72,409. The City will use a portion of its American Rescue Plan allocation to fund this project. Public Works Superintendent Erik Sauerbry recommended approval of the Electric Pump quotation as the lowest cost and the company the City has used for all improvements of this nature. Gould moved to approve the Electric Pump quotation for the North Lift Station Control Automation Project. Hansel seconded the motion. A roll call vote was taken. Ayes: Hansel, Gould, Courtnage, Gearhart, Rowcliffe. Nays: None. Motion passes.

There was discussion pertaining to the financing the balance of the costs of the Civic Center and Library Improvements Projects after grant awards are applied. Gould moved to approve Resolution #21-44 Authorizing and Taking Additional Action on Proposal to Enter into a General Obligation Corporate Purpose Loan Agreement. Courtnage seconded the motion. A roll call vote was taken. Ayes: Gould, Courtnage, Rowcliffe. Nays: Gearhart, Hansel. Motion passes.

INFORMATION

Council reviewed the September 2021 Delinquent Account List. The August 2021 Library Board minutes were received and filed.

NEW BUSINESS

Gould moved to approve the Fire Association's request to host a Soup Supper at the Fire Station on November 21, 2021. Gearhart seconded the motion. A roll call vote was taken. Ayes: Gearhart, Rowcliffe, Hansel, Gould. Nays: None. Courtnage abstained due to his position with the Fire Association. Motion passes.

Gearhart moved to approve Resolution #21-45 Retroactively Setting the Salary from Employee Earning Iowa DNR Certification. Hansel seconded the motion. A roll call vote was taken. Ayes: Gearhart, Rowcliffe, Hansel, Gould, Courtnage. Nays: None. Motion passes. With Sauerbry being fully

certified to operate the City's water and wastewater systems, he advised he plans to utilize the affidavit operator through the end of the calendar year.

City Administrator/Clerk explained the Annual Urban Renewal Report for Fiscal Year 2021. Hansel moved to approve the Fiscal Year 2021 Annual Urban Renewal Report. Gearhart seconded the motion. A roll call vote was taken. Ayes: Rowcliffe, Hansel, Gould, Courtange, Gearhart. Nays: None. Motion passes.

Hansel moved to approve the Fiscal Year 2021 Street Finance Report. Gearhart seconded the motion. A roll call vote was taken. Ayes: Hansel, Gould, Courtange, Gearhart, Rowcliffe. Nays: None. Motion passes.

Courtange moved to approve The Fiscal Year 2021 Annual Financial Report. Gould seconded the motion. A roll call vote was taken. Ayes: Gould, Courtange, Gearhart, Rowcliffe, Hansel. Nays: None. Motion passes.

OTHER BUSINESS

Mark Meyer explained his plan of applying for a Downtown Housing grant program through the Iowa Economic Development Authority. His proposed project would add three apartments above his store for moderate income housing. The grant program requires matching funds, and the City to be the applicant. The Council was supportive of the proposal; Meyer will submit documents for approval at the next meeting. Jasper advised of attendance at a conference for the remainder of the week.

With there being no other business, Hansel moved to adjourn at 6:33PM. Gearhart seconded the motion. All ayes.

Ashley Jasper, City Administrator

Hannah Evans, Mayor