

EMERSON CITY COUNCIL MINUTES  
Regular Meeting of the Emerson City Council  
Monday November 2, 2015, at 6:00 p.m. Emerson City Hall, 410 Manchester St. Emerson, IA

Mayor Rob Erickson called the regular meeting of the Emerson City Council to order on Monday November 2, 2015 at 6:00 pm. at City Hall. This meeting is being recorded.

Roll Call: Max Austin, Herb Petereit, Ronald Stephens, Dave Galley Judy Magers and Mayor Rob Erickson.  
Also Present: City Clerk Nelson, Treasurer Newsome, Fire Chief Ungry, Fire Treasurer Wilber and 4 visitors.

Petereit moved, approve Agenda, 2<sup>nd</sup> Austin Motion carried 5-0.

Austin moved, approve October 5, 2015 Regular Meeting Minutes, with noted changes to the Library Report 2<sup>nd</sup> Petereit Motion carried 5-0.

Galley moved, approve October 2015 Warrants. 2<sup>nd</sup> Stephens Motion carried 5-0.

Stephens moved, approve November 2, 2015 claims to be paid, with addition of claims paid to date, and The Malvern Leader invoice for \$646.00, 2<sup>nd</sup> Austin Motion carried 5-0.

Austin moved, approve October Treasurer Report as presented, 2<sup>nd</sup> Stephens Motion Carried 5-0.

Residents Opportunity to speak: Maxine Wilkinson stated paint on windows of Community Building from Emerson days has been difficult to remove and still working on it.

Bud Viner building permit request: Viner stopped into the office today and was again told we needed a plot diagram and building plans. He said the builder would be faxing one to the office. Tabled

Jim and Ellie Mart Building Permit Update, Resolution #2015-52 612 Edwards St. for a shed: tabled

Freedom Rock Update: Magers has ordered three concrete benches for \$636.00 each and they will arrive in 4-6 weeks. A plaque can be mounted on them at a later date if requested. The Mills County Board of Supervisors approved donation of \$2,500. Someone backed out of donating a bench because they didn't think they could donate it anonymously...

Internal Controls of City owned checking and savings accounts, Matt Woods is going to prepare a formal recommendation of procedures – Tabled

IMWCA Workers Compensation: Ed Morrison insurance annual evaluation of policies and procedures. Non-Statutory Volunteer Coverage was defined and will not cover include construction type activities. Construction type activities will need verification of having a Certificates of Liability Insurance prior to volunteering on City owned properties. Our city attorney may be able to draw up a waiver for those who do not have coverage. A list was provided to be completed by the Fire Chief. The meeting was very informative for those in attendance.

NIMS 100 & 700 completion status: moved to Fire & Rescue Report.

Nuisance Properties: 501 Edwards trailer removal and clean-up is almost complete.

Levee – Bid for clean-up: Corp of Engineers documents have been forwarded to the City Attorney to help verify easements of the property surrounding the Levee. Mayor Erickson has also tried contacting surveyors.

Ordinance updating: Magers is going to determine if there are any streets that need no parking added to either one side or the other. Petereit did research on different options for stopping on Morton Ave at Howland Street intersection.

709 Morton Ave, request to not bill the lower portion of the building: Discussed this was a subtract meter and how the apartment's consumption is subtracted from what actually goes through the meter. It was agreed it will be kept the way it is or the customer can re-run the plumbing set up.

Municipal Leadership Academy and training for City Officials: There are optional trainings coming up that will be available to the Council. MAPA training need to get R.S.V.P's turned in.

Special Meeting with JEO Engineering's Blake Birkel Council agreed on November 16th at 6:00 p.m.

Need a designated doctor for the City. Magers will work on setting it up.

Complaints filed: Councilperson Petereit distributed a form, no discussion

Austin moved approve Treasurer Carl Newsome resignation effective December 31, 2015. 2<sup>nd</sup> Petereit Motion Carried 5-0

Austin moved approve preparing and publishing a employment ad for a new Treasurer in the Malvern Leader and the Red Oak Express until position filled. 2<sup>nd</sup> Petereit Motion Carried 5-0

Fire and Rescue Report: Lights in the building have been shorting out and some new outlets need installed. They will be working on getting bids. NIMS training to be scheduled.

Stephens moved approve reinstatement of Interstate Communications as the Fire and Rescue internet provider. 2<sup>nd</sup> Petereit. Motion Carried 5-0

There are only a couple new members that need to have their physicals hopefully Med Compass will have something set up locally too have these completed. The department was contacted by the Community Club President to clean the streets prior to Emerson Day's. In the future Townsman Kendall is to

correspond with the Fire Department for usage of the equipment. The Volunteers are not obligated to do this. Ungry will work on getting a time set up for George Oster to come help set up the Volunteers as a Non-Profit. The City needs to work on enforcing house numbers on each residence. At a recent fire they went to the wrong residence because it was not marked. Currently the Volunteers have no way of purchasing fuel after hours at the E-Stop. Nelson will check to see if E-Stop has gas cards that can be assigned to each vehicle.

Library Report: A Holiday Craft Project day is planned for December 5<sup>th</sup> from 10:00 a.m. until 12:00 at the Library.

Public Works Report – Herb Petereit: Lift Station needs an automatic start generator currently it is a manual start. The circuitry is worn out and not working like it should be. The pump motor at the west well is worn out and needs replaced, the alarms are going off a lot. Kendall is going to work on getting estimates for replacement. No viable fire hydrants on south side of railroad tracks.

City Clerk Report: During emergencies the Volunteers need to have a designated place to park. Currently there are trucks and trailers parked on median in front of the Fire Department, the lot next to their building, including blocking the alleyway leaving no access to parking if there is an emergency. Options were discussed. We will need to look into designating an area for "Emergency Parking Only". Petereit will visit with Viner's Inc. prior to the City taking actions to terminate the agreement.

Mayor's Report- Robert Erickson: He and Petereit went to a MAPA meeting and felt they learned a lot and hopes that the Council continues to attend these meetings in the future.

Additional Items: Be thinking about help with snow removal, Petereit and Stephens have volunteered to help out. We are waiting on bids to come back on surveillance cameras. Community Building men's restroom commode is not flushing or refilling correctly. November 11<sup>th</sup> 5:00 – 8:00 p.m. is the annual Community Appreciation Soup Supper hosted by the Community Club. Voting is tomorrow at the Community Building 12:00 to 8:00 p.m. Need to think about putting up Christmas Lights before it gets to cold.

Magiers moved Adjournment 2<sup>nd</sup> Petereit All Ayes Motion carried 5-0 Mayor Erickson declared the meeting adjourned at 8:03 p.m.

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Robert Erickson, Mayor

ATTEST: \_\_\_\_\_  
Kimberly Nelson, City Clerk