

**REGULAR MEETING OF THE EMERSON CITY COUNCIL
WEDNESDAY, DECEMBER 8, 2021 – 6:00 P.M.
MEETING WAS HELD IN EMERSON CITY HALL – 410 MANCHESTER
AND ALSO AVAILABLE THROUGH ZOOM**

Mayor Pro-Tem Mike Branigan called the regular meeting of the Emerson City Council to order on Wednesday, December 8, 2021, 6:00 p.m. in Emerson City Hall, 410 Manchester Street.

Pledge of allegiance was recited.

Roll Call: Present: Councilperson Ann Roth, Larry Johnson, Randy Gray, Bob Huntsman, and Mike Branigan

Absent: None

Moved by Councilperson Johnson, seconded by Gray to approve the agenda.

Roll Call: Ayes: Councilperson Huntsman, Roth, Johnson, Gray, and Branigan

Nays: None

Motion Carried.

Moved by Councilperson Roth, seconded by Gray to approve consent agenda:

*Minutes from regular meeting of November 10, 2021

*Warrants for November 2021

*Financial Report for November 2021

Roll Call: Ayes: Councilperson Huntsman, Roth, Johnson, Gray, and Branigan

Nays: None

Motion Carried.

Moved by Councilperson Johnson, seconded by Gray to approve claims for December 2021 in the amount of \$10,295.05

Roll Call: Ayes: Councilperson Huntsman, Roth, Johnson, Gray, and Branigan

Nays: None

Motion Carried.

Visitor opportunity to speak: None

Fire Department Report – Chief Liz:

*Have another new member on department

*January 15 will be their next meeting and they will do their officer election at that time and will need their oath at February council meeting

*Did Fit testing on December 1. Had to order 2 more masks. Was able to get two used ones for \$75.00 each.

*Physicals are scheduled for January 26: 2-6 pm at community building.

*Wants to be able to have contact with city insurance

Moved by Councilperson Roth, seconded by Branigan to approve fire station door repairs with All Things Garage LLC for \$873.00 as bid.

Roll Call: Ayes: Councilperson Johnson, Gray, Huntsman, Roth, and Branigan

Nays: None

Motion Carried.

Moved by Councilperson Roth, seconded by Gray to purchase a battery for the fire department's thermal imaging camera.

Roll Call: Ayes: Councilperson Huntsman, Roth, Johnson, Gray, and Branigan

Nays: None

Motion Carried.

Moved by Councilperson Johnson, seconded by Roth to approve application for sidewalk repairs at 601 King Street.

Roll Call: Ayes: Councilperson Gray, Huntsman, Roth, Johnson, and Branigan
Nays: None

Motion Carried.

Moved by Councilperson Roth, seconded by Johnson to approve the application for sidewalk funding through the sidewalk replacement program (up to \$1,000 concrete only)

Roll Call: Ayes: Councilperson Gray, Huntsman, Roth, Johnson, and Branigan
Nays: None

Motion Carried.

Moved by Councilperson Roth, seconded by Johnson to approve Bri Sorensen, Attorney at Law, as Emerson's Nuisance Property Attorney.

Roll Call: Ayes: Councilperson Gray, Huntsman, Roth, Johnson, and Branigan
Nays: None

Motion Carried.

Moved by Councilperson Johnson, seconded by Branigan to approve Resolution No. 2021-30
**RESOLUTION AUTHORIZING THE CITY CLERK TO CERTIFY TO THE
MILLS COUNTY TREASURER FOR COLLECTION OF ADDITIONAL
NUISANCE ABATEMENT FEES ON LOT 9, BLK 7, OF FIRST ADD ON
HARRIS STREET**

Roll Call: Ayes: Councilperson Roth, Johnson, Gray, Huntsman, and Branigan
Nays: None

Motion Carried.

A draft of a proposed ordinance regarding amending the Code of Ordinances Pertaining to Sewer Service Charges (Chapter 99) was reviewed with recommended changes. City Clerk and City Attorney will make recommended changes and it will be brought back to next meeting.

Bass Park bathrooms need to be cleaned out before they can be closed down. Public Works Director will continue to make contact on getting this done and this will be returned on February agenda.

Moved by Councilperson Roth, seconded by Gray to approve the city's complaint form.

Roll Call: Ayes: Councilperson Huntsman, Roth, Johnson, Gray, and Branigan
Nays: None

Motion Carried.

Moved by Councilperson Roth, seconded by Johnson to approve the purchase of 40 hp Ferris mower from Dickel Duit Outdoor Power, Inc. for \$14,799.00

Roll Call: Ayes: Councilperson Roth and Johnson
Nays: Councilperson Gray, Huntsman, and Branigan

Motion Failed.

Discussion continued on the lawn mower replacement with no action taken but asked for it be put back on January agenda.

There was a major water line break at the water plant last week. Insurance adjuster has been here, and Public Works Director Todd Franks is working with him to get everything inventoried.

The request for a stipend on personal cell phone was rescinded. Employees need to keep track of time they are contacted, after work hours, and indicate the time on the time card when they get back to city hall and will be paid for the time.

Moved by Councilperson Johnson, seconded by Gray to approve Municipal Leadership Academy for Ann Roth in January 2021 and to get her signed up and registration paid.

Roll Call: Ayes: Councilperson Huntsman, Roth, Johnson, Gray, and Branigan
Nays: None

Motion Carried.

City Clerk Mary Bolton asked for some guidance on budget numbers. Consensus of the council is to figure a 5% raise for full-time employee and 3% for part-time employees. Also budget a 1% increase in water and sewer.

Ideas for spring Southwest Iowa Community Foundation grant application were discussed.

Consensus is that City Clerk will prepare a grant to re-do the Evans Park bathrooms.

Moved by Councilperson Johnson, seconded by Gray to complete the 2022 Trees Please!

Application through MidAmerican Energy.

Roll Call: Ayes: Councilperson Huntsman, Roth, Johnson, Gray, and Branigan

Nays: None

Motion Carried.

Moved by Councilperson Roth, seconded by Johnson that city offices will be closed on actual holidays as stated in personnel policy.

Roll Call: Ayes: Councilperson Gray, Huntsman, Roth, Johnson, and Branigan

Nays: None

Motion Carried.

Public Works Maintenance Report:

- *Valve and hydrant are in on Morton Avenue

- *have a water leak near 502 King Street

- *Class he attended in Des Moines went well

Mayor Pro-Tem's Report:

- *Reviewed the Municipal Leadership Academy training attended last week by himself, Ann Roth, Cathy Bruce, and City Clerk Mary Bolton

- *Congratulations to newly or re-elected Mayor and Council

- *Look forward to working together to get more accomplished

- *Acknowledged that Ann Barrett was at tonight's meeting for her Political Science class

City Clerk's Report:

- *A written report had been submitted

- *Computers through the Buy-It program have been received and Mike Formhals has checked them and will be installing

- *Advised of an e-mail received with some updates to the city's insurance policy through ICAP

- *Will be submitting the Demolition Program Pre-Application through SWIPCO for demolition of house at 408 Manchester

City Attorney's Report:

- *Advised that the owner of 502 King Street has requested a motion on the matter

Additional items as may come before the Council:

- *Fire Chief Liz:

- Fire training will take place on Monday evening and Mike Formhals will be there to work on the computer change outs

- Having internet connection problems on downstairs computer, Mike F will check on that too

- Cameras at front and back doors, the battery has not been working so looking for a replacement battery

- There's a state requirement that city personnel, Mayor and Council complete the ICS 100 & 700. A class will be scheduled.

- *IT Mike Formhals advised that the cameras for city hall building can hold up to 8 cameras so more can be ordered in the future if wanted

Items for upcoming agenda:

- *Mower
- *Sewer ordinance
- *City's Strategic Plan
- *Capital Improvement Plans

Moved by Councilperson Gray, seconded by Roth to adjourn the meeting.

Roll Call: Ayes: Councilperson Johnson, Gray, Huntsman, Roth, and Branigan
Nays: None

Motion Carried.

Meeting Adjourned.

Minutes prepared by:
Mary L. Bolton, City Clerk

Michael Branigan
Mayor Pro-Tem presided over meeting