

**REGULAR MEETING OF THE EMERSON CITY COUNCIL
WEDNESDAY, FEBRUARY 9, 2022 – 6:00 P.M.
MEETING WAS HELD IN EMERSON CITY HALL – 410 MANCHESTER
AND ALSO AVAILABLE THROUGH ZOOM**

Mayor Larry Johnson called the regular meeting of the Emerson City Council to order on Wednesday, February 9, 2022, 6:00 p.m. in Emerson City Hall, 410 Manchester Street.

Pledge of allegiance was recited.

Roll Call: Present: Councilperson Ann Roth, Cathy Bruce, Randy Gray, and Mike Branigan were in person and Councilperson Bob Huntsman was on zoom
Absent: None

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

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

Motion Carried.

Moved by Councilperson Branigan, seconded by Roth to approve consent agenda with the removal of Minutes from regular meeting of January 12, 2022

*Minutes from special meeting of February 3, 2022

*Warrants for January 2022

*Financial Report for January 2022

*Renewal of Class C Liquor with Sunday Sales and Outdoor Service for Old Road Café and Bar LLC at 703 Morton Avenue

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

Motion Carried.

Moved by Councilperson Roth, seconded by Gray to approve amended minutes from January 12, 2022 meeting to reflect that Mr. Fishman was directed that he did not need to be present through zoom for Emerson council meetings unless he was requested.

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

Motion Carried.

Moved by Councilperson Gray, seconded by Roth to approve claims for February 2022 in the amount of \$27,497.06

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

Motion Carried.

Visitor opportunity to speak:

*Connie Frink sent an e-mail to city hall regarding request to keep zoom for public. This was read by City Clerk

Rachel Reis with Glenwood Chamber of Commerce explained the Catalyst Grant to the Council. This is a grant that takes 2:1 match and the City is the applicant, not property owners. This is a grant that assists communities with the redevelopment of rehabilitation of buildings to stimulate economic growth or reinvestment in the community. Funding is based on annual availability, maximum grant is \$100,000, and 40% of the funds are awarded to cities with population under 1,500. To be eligible for the grant the building must meet the definition of underutilized and the building must meet the definition of Community Catalyst – stimulate additional economic growth. This is a reimbursable grant. No action taken.

Reis also advised she has read over Emerson's Strategic Plan and talked about some of the areas and that there are some that the city could work on. Her office and Mills County Extension are establishments that could assist with some of it.

Fire Department Report – Chief Liz Ungry:

*Have recently responded to two fires – encourages no burning

*Physicals are completed on all except two that were unavailable

*Have 14 volunteers on roster

*The garage doors are not yet fixed. Waiting on company to call back

*Mike Formhals had been in and worked on their computers. Having internet issues but it's being checked into

*Oath of office was given to officers by Mayor Johnson

Moved by Councilperson Roth, seconded by Gray to approve Resolution No. 2022-06

RESOLUTION SETTING POLICY OF CITY OF EMERSON CREDIT CARD TO BE USED BY EMERSON VOLUNTEER FIRE DEPARTMENT PERSONNEL

Roll Call: Ayes: Councilperson Bruce, Branigan, Roth, and Gray

Nays: None

Motion Carried.

Moved by Councilperson Gray, seconded by Bruce to go ahead with cameras at city yard waste site, if able to connect with internet.

Roll Call: Ayes: Councilperson Branigan, Roth, Gray, and Bruce

Nays: None

Motion Carried.

Moved by Councilperson Gray, seconded by Bruce to amend previous motion to go ahead and get the cameras even if no internet.

Roll Call: Ayes: Councilperson Branigan, Roth, Gray, and Bruce

Nays: None

Motion Carried.

Discussion took place on city recycling bin and residential trash service.

Moved by Councilperson Roth, seconded by Gray to table the agenda item of City recycling bin and residential trash service due to lack of information.

Roll Call: Ayes: Councilperson Bruce, Branigan, Roth, and Gray

Nays: None

Motion Carried.

Moved by Councilperson Roth, seconded by Bruce to approve the 2nd reading of the proposed Ordinance Amending the Code of Ordinances of the City of Emerson, Iowa, by Amending Provisions Pertaining to Sewer Service Charges.

Roll Call: Ayes: Councilperson Branigan, Roth, Gray, and Bruce

Nays: None

Motion Carried.

Moved by Councilperson Gray, seconded by Branigan to keep insurance on the fencing around the basketball court if it is not already insured.

Roll Call: Ayes: Councilperson Roth, Gray, Bruce, and Branigan

Nays: None

Motion Carried.

Moved by Councilperson Gray, seconded by Branigan to approve Resolution No. 2022-07 as amended: **RESOLUTION ESTABLISHING AUTHORIZED CONTACT WITH LEGAL REPRESENTATION ON BEHALF OF THE CITY OF EMERSON, IOWA**

Roll Call: Ayes: Councilperson Roth, Gray, Bruce, and Branigan

Nays: None

Motion Carried.

Moved by Councilperson Roth, seconded by Bruce to approve Resolution No. 2022-08
**RESOLUTION ESTABLISHING CITY ATTORNEY OF HOPKINS &
HUEBNER, P.C. LAW FIRM PRESENCE AT EMERSON CITY COUNCIL
MEETINGS**

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

Motion Carried.

Moved by Councilperson Roth, seconded by Gray to move the March meeting to March 16,
2022 to accommodate the budget hearing.

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

Motion Carried.

A group of local ladies have been cleaning out the community building and doing an inventory
of items not needed. They would like to set up a time for people to come and select items
they may wish to have that are no longer needed at the community building.

Moved by Councilperson Gray, seconded by Roth to allow people to come into the Emerson
Community Building in the set time frame to take items they might wish to have (from
the items that are set out for disposal) asking for a donation. Anything left from this
group of items will go to goodwill.

Roll Call: Ayes: Councilperson Branigan, Roth, and Gray
Nays: None
Abstained: Councilperson Bruce (serves on the Community Building Board)

Motion Carried.

Moved by Councilperson Roth, seconded by Gray to get keys made for the Emerson Community
Building south door and require a sign-out sheet. Key holders to be Mayor, City Clerk,
Deputy City Clerk, City Maintenance and City Part-time Maintenance, and two for
Community Club. Also one key to be made for the storage room that will be left in city
hall.

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

Motion Carried.

Moved by Councilperson Gray, seconded by Bruce to include the unlock/locking of the Emerson
Community Building for scheduled events, in the duties for Part-time Maintenance Jim
McDonald with him receiving 1 hour of pay if he's not already on the clock.

Roll Call: Ayes: Councilperson Branigan, Gray, and Bruce
Nays: None
Abstained: Councilperson Roth (personal relationship)

Motion Carried.

Liaisons were established among Council and Mayor:
Nuisance Properties – Councilperson Bruce
Equipment Purchases - Councilpersons Gray and Huntsman
Community Building Improvements – Mayor Johnson
Parks: Councilperson Roth
Building Permits: Councilperson Branigan

An e-mail was read that was received from Gary Christensen in regards to his request that zoom
be continued for citizens.

Moved by Councilperson Roth, seconded by Gray to continue with zoom for Emerson City Council meetings.

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

Motion Carried.

Moved by Councilperson Gray, seconded by Bruce to approve city's membership to Sam's Club for the \$100 plan with Todd Franks and Mary Bolton to each have a card.

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

Motion Carried.

Public Works maintenance report: A written report had been submitted and he also added that the tree stump by the water plant that had fallen, is now the city's responsibility to finish getting the stump removed. He is also looking for cabinets and tool boxes for the water plant.

Mayor's report: A written report had been submitted by Mayor Johnson

Clerk's report: A written report had been submitted by Clerk Bolton and Deputy Clerk Moyers

City Attorney's Report: A written report had submitted by Mr. Fishman

No additional items to come before the Council.

Items for upcoming agenda:

*Internet at fire station

*Cleaning of community building

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

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

Motion Carried.

Meeting Adjourned.

Larry Johnson, Mayor

ATTEST:

Mary L. Bolton, City Clerk