

**REGULAR MEETING OF THE EMERSON CITY COUNCIL
TUESDAY, SEPTEMBER 12, 2017 – 6:00 P.M.
EMERSON CITY HALL – 410 MANCHESTER STREET**

Mayor David Galley Jr. called the regular meeting of the Emerson City Council to order on Tuesday, September 12, 2017, 6:00 p.m. at Emerson City Hall, 410 Manchester Street. .

Pledge of allegiance was recited

Roll Call: Present: Councilperson Jen Shaw, Heidi Pullen, Ann Roth, and Gator Stephens
Absent: Councilperson Phil Kudron

Moved by Councilperson Roth, seconded by Shaw to approve the agenda

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Moved by Councilperson Roth, seconded by Stephens to approve the consent agenda:

*Minutes from regular meeting of August 3, 2017 and special August 14 meeting

*Warrants from August 2017

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Moved by Councilperson Pullen, seconded by Shaw to approve claims to be paid in the amount of \$50,257.63 plus invoice to Drew Magers in the amount of \$4,324.00 for concrete work with fire hydrant replacement.

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Public comments:

*Shelia Petereit asked for a late fee to be removed from her water bill as the payment was misplaced within city hall. Consensus is ok to remove late fee but she needs to provide city hall with original check number.

Moved by Councilperson Shaw, seconded by Roth to appoint Mary Bolton as part-time City Clerk.

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Moved by Councilperson Stephens, seconded by Pullen to appoint Lana Moyers at part-time Deputy City Clerk.

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Moved by Councilperson Shaw, seconded by Stephens to approve Resolution No. 2017-68
**RESOLUTION SETTING HOURLY WAGE FOR THE CITY CLERK AND/OR
DEPUTY CLERK OF THE CITY OF EMERSON, IOWA**

WHEREAS, salaries of employees of the City of Emerson must be set by resolution of the City Council; and

WHEREAS, Mary Bolton has been hired as the City of Emerson's City Clerk;

WHEREAS, Lana Moyers has been hired as the City of Emerson's Deputy Clerk;

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Emerson, Iowa that the following salary is hereby approved and shall be effective immediately:

Mary Bolton	\$21.00 per hour
Lana Moyers	\$16.00 per hour

PASSED AND APPROVED this 12th day of September 2017

Mayor

Attest:

City Clerk

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Moved by Councilperson Pullen, seconded by Roth to approve up to 8 hours of training from Data Technologies this month, as needed.

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Moved by Councilperson Stephens, seconded by Pullen to set City Hall office hours at 8:00 a.m. – 12:00 p.m., Monday, Tuesday, and Thursday.

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Moved by Councilperson Roth, seconded by Stephens to have a new ordinance prepared to change regular city council meeting dates to the 2nd Wednesday of each month.

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Moved by Councilperson Roth, seconded by Shaw to approve the 3rd reading of the proposed Ordinance Amending the Code of Ordinances of the City of Emerson, Iowa by Amending Provisions Pertaining to Water Rates.

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Moved by Councilperson Pullen, seconded by Stephens to adopt Ordinance No. 2017-2

ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF EMERSON, IOWA BY AMENDING PROVISIONS PERTAINING TO WATER RATES

BE IT ENACTED by the City Council of the City of Emerson, Iowa:

SECTION 1. SECTION MODIFIED. Section 92.02 of the Code of Ordinances of the City of Emerson, Iowa, is repealed and the following adopted in lieu thereof:

92.02 RATE. Each customer shall pay the base rate water service charges for services supplied by the municipal water system and unit charge for usage based upon the amount of water consumed as follows:

Water Service Rates Per 1,000 Gallons or Part Thereof					
Water Usage	Effective Dates				
	7/1/2017 to 6/30/2018	7/1/2018 to 6/30/2019	7/1/2019 to 6/30/2020	7/1/2020 to 6/30/2021	7/1/2021 and Thereafter
Base Rate	\$18.41	\$24.03	\$29.63	\$35.27	\$40.90
Per 1,000 Gallons	\$9.91	\$10.16	\$10.41	\$10.66	\$10.90
Minimum Bill	\$18.41	\$24.03	\$29.63	\$35.27	\$40.90

The minimum bill for water service per meter shall be as stated above and shall be imposed despite any temporary absences, vacancies or shut offs at the property location.

SECTION 2. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed by the Council the 12th day of September, 2017, and approved this 12th day of September, 2017.

Mayor

ATTEST:

City Clerk

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Moved by Councilperson Pullen, seconded by Shaw to approve the 3rd reading of the proposed Ordinance Amending the Code of Ordinances of the City of Emerson, Iowa by Amending Provisions Pertaining to Sewer Rates

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens

Nays: None

Motion Carried.

Moved by Councilperson Stephens, seconded by Roth to adopt Ordinance No. 2017-3

ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF EMERSON, IOWA BY AMENDING PROVISIONS PERTAINING TO SEWER RATES

BE IT ENACTED by the City Council of the City of Emerson, Iowa:

SECTION 1. SECTION MODIFIED. Section 99.02 of the Code of Ordinances of the City of Emerson, Iowa, is repealed and the following adopted in lieu thereof:

99.02 RATE. Each customer shall pay sewer service charges for the use of and for the service supplied by the municipal sanitary sewer system based upon the amount of water consumed as follows:

Sewer Service Charges Per 1,000 Gallons of Water Use or Part Thereof					
Sewer Service	Effective Dates				
	7/1/2017 to 6/30/2018	7/1/2018 to 6/30/2019	7/1/2019 to 6/30/2020	7/1/2020 to 6/30/2021	7/1/2021 and Thereafter
Base Rate	\$12.25	\$19.77	\$27.29	\$34.81	\$42.31
Per 1,000 Gallons	\$5.12	\$5.37	\$5.62	\$5.87	\$6.13
Minimum Bill	\$12.25	\$19.77	\$27.29	\$34.81	\$42.31

The minimum bill for municipal sanitary sewer service per property shall be as stated above and shall be imposed despite any temporary absences, vacancies or shut offs at the property location.

SECTION 2. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed by the Council the 12th day of September, 2017, and approved this 12th day of September, 2017.

Mayor

ATTEST:

City Clerk

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Moved by Councilperson Shaw, seconded by Pullen to change city employees to bi-weekly pay periods beginning October 1, 2017.

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Moved by Councilperson Stephens, seconded by Roth to authorize Deputy Clerk to attend Data Technologies training and IMFOA Conference October 18 -20, 2017 in Des Moines.

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Moved by Councilperson Pullen, seconded by Stephens to authorize Fire Department to exceed \$500 for SCBA testing.

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Mayor Pro-tem Ronald Stephens, Jr. asked to step down as Mayor Pro-tem so Mayor Galley appointed Ann Roth as Mayor Pro-tem.

Moved by Councilperson Shaw, seconded by Pullen to approve Resolution No. 2017-69
RESOLUTION DESIGNATING INDIVIDUALS AUTHORIZED TO SIGN CHECKS AND EXECUTE CONTRACTS AND OTHER FINANCIAL INSTRUMENTS FOR THE CITY OF EMERSON, IOWA (Mayor, Mayor Pro-Tem, City Clerk, and Deputy City Clerk)

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Moved by Councilperson Pullen, seconded by Stephens to authorize city hall staff to make written payment arrangements on delinquent water bill accounts as discussed.

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens
Nays: None

Motion Carried.

Mayor Report:

*All playground equipment has been ordered except zip line. \$8,203 has been raised so far, which includes pledges from Johnson Controls, Midwest Fire, and LeRette's.

Red Oak and Shenandoah Hy-Vee's joining together for their donation. Drew Magers donated a lot of time in helping to install the equipment and pour concrete. Playground consultant recommends the sand be leveled and add pea rock for playground base.

*When hydrants were shut down there was one valve that wouldn't close which caused the boil order. Valve replaced while shut down. There are a couple of areas that still need concrete work completed. Randy Gray advised there were 7 hydrants but 2 were stolen, fire department wants 2, city saving 1, so there are 4 that could be sold and there have been inquiries on purchasing them. City will use 2 to make benches. Will advertise for sealed bids on the remaining hydrants.

*Councilperson Pullen complimented Randy Gray that the streets looked amazing for Emerson Days

*Thank you to Heidi Pullen and Emerson Community Club for all their work and

successful Emerson Days. Also Fire Department appreciated the attendance of Councilmembers at their pancake feed

Additional items as may come before the Council:

*Councilperson Pullen – Sta-Bilt should be here beginning of October to finish street work. If it becomes too cold they will honor the price in the spring

No items for next agenda.

Moved by Councilperson Shaw, seconded by Stephens to adjourn the meeting.

Roll Call: Ayes: Councilperson Shaw, Pullen, Roth, and Stephens

Nays: None

Motion Carried.

Meeting Adjourned.

David Galley, Jr., Mayor

Attest:

Mary L. Bolton, City Clerk

BAKER & TAYLOR	MILLS CO BOARD OF SUP. BOOKS	\$300.10
COHRON READY MIX	1000 BRADFORD - WILKINSON	\$386.86
EMERSON AUTOMOTIVE	REPLACE FRONT HUB OR BEARING	\$503.64
HOUGHTON STATE BANK	CITY DEPOSIT BOX 2017/2018	\$25.00
STATE HYGIENIC LAB	TESTING	\$128.50
IA DNR	NPDES FY2018 PERMIT FEE	\$446.30
IA ONE CALL	IOWA ONE CALL	\$31.70
MALVERN LEADER	LEGAL PUBLICATIONS	\$278.30
MIDAMERICAN ENERGY CO	ELECTRICITY-LIGHT	\$2,458.77
ORSCHELN FARM & HOME	CORN KNIFE	\$21.39
SW IA ROCK & SAND	3/8 CHIPS"	\$1,422.90
INTERSTATE COMMUNICATIONS	TELEPHONE SERVICE	\$493.39
POSTMASTER	STAMPS	\$317.00
PETTY CASH	DRAKE - CARLSON - FARMER	\$40.79
CB RECYCLING	RECYCLING	\$21.40
AMERICAN FIRE PROTECTION	EXTINGUISHER INSPECTIONS	\$287.00
RICHARDS & SON AGRI SUPPL	TORDON	\$13.62
E-STOP	FUEL	\$431.03
MUNICIPAL SUPPLY INC	ADJUSTABLE VALVE WRENCH	\$145.00
FELD FIRE	GRANT - HUSQVARNA 12 SAW"	\$1,605.00
IA LIBRARY SERVICES	FY18 E- BOOK PLATFORM FEES	\$59.23
JOHN M MEADS	WATER MGMT SERVICE	\$550.00
SHOPKO	DVDS	\$90.95
MATT PARROTT	MINUTE BOOK	\$536.42
CB WATER WORKS	TESTING	\$25.00
AFLAC	AFLAC PRE TAX	\$113.38
UPS	WATER TESTING	\$38.96
ACE HARDWARE	PAINT BRUSHES	\$32.25
RR WASTE SOLUTIONS	SANITATION	\$22.00
OVERDRIVE	FY E-BOOK SUBSCRIPTION	\$297.71
COUNSEL	COPIES/COPIER	\$180.87
MARLIN GAGE	SERVICES	\$128.75
OUTDOOR RECREATION PRODUC	ZEBRA RIDER - CHAT MOBILITY	\$1,276.50
PIERCE PUMP	26 MANHOLE EXTENSIONS/REPAIRS	\$26,485.00
RUSSELL ELECTRIC	LAMP - FIRE	\$10.16
	CLAIMS TOTAL	\$39,204.87
	GENERAL FUND	\$7,133.79
	ROAD USE TAX FUND	\$2,666.44
	WATER FUND	\$1,654.44
	SEWER FUND	\$1,265.20
	2016 SEWER PROJECT FUND	\$26,485.00