

# COUNCIL MINUTES

## July 6, 2020

The City Council of the City of Knoxville, Iowa convened in regular session Monday, July 6, 2020 at 6:15p.m. via teleconference. Mayor Brian Hatch presided and the following Council Members were present: Megan Suhr, John Gotta, Dylan Morse, Justin Plum and Jyl DeJong. Staffs present were City Manager Aaron Adams, City Clerk Tricia Kincaid, Police Chief Aaron Fuller, Fire Chief Cal Wyman and Planning & Zoning Administrator Bill Mettee.

Motion by Morse; seconded by DeJong to approve the consent agenda as follows, all ayes.

1. Approve City Council Meeting Minutes of June 15, 2020
2. Approve City Council Special Meeting Minutes of June 9, 2020
3. Accept Housing Board Meeting Minutes of May 18, 2020
4. Accept Library Board Meeting Minutes of June 17, 2020
5. Accept Water Board Special Meeting Minutes of June 19, 2020
6. Approve Class C Liquor License for Cobblestone Hotel & Suites
7. Approve Class C Liquor License for Hy-Vee Fast and Fresh Express
8. Approve Class C Liquor License for VFW
9. Approve May 2020 Financials
10. Approve Standard Title VI/Non-Discrimination Assurances
11. Set a Public Hearing for July 20, 2020 at 6:15 p.m. to vacate a portion of Attica Road Right of Way

Mayor Hatch announced now was the time and place for a public hearing in regard to provisions pertaining to camping. The hearing was opened at 6:24 p.m., filing of affidavits was on June 27, 2020. City Manager Aaron Adams gave a brief overview of the intent to address camp sites in small business commercial zoned and residentially zoned properties. This is not to stop camping during Nationals. This is to stop permanent camping spots in places that are not appropriately zoned for that. This would be focusing on established camping grounds in the area or to other areas but only those weeks of Nationals. There were no written comments or objections. Max Smith commented and stated his request is for hookups on the property he purchased but would not be for year-round camping. Resident Chuck McDonald spoke about past issues he has had with campers in his driveway and how this will affect campers parking in his driveway for racing in the future. Council discussed and decided to hold off on making any decisions on this topic and coordinate a joint work session with the planning & zoning board. Motion by Morse, seconded by DeJong to close the public hearing at 7:24 p.m. all ayes.

No action taken to approve first consideration, possible waive second and third consideration to adopt an ordinance amending the code of ordinances of the City of Knoxville, Iowa, by amending provisions pertaining to camping.

City Manager Aaron Adams explained this next ordinance would set a foundation to move forward with the rental inspection program in adding a chapter. Staff recommends Jason Van Ausdall to perform the inspections. Jan Pearson spoke and does not feel there needs to be any government interference. Council Member DeJong spoke stating a number of people reached out to her with questions in regard to how esthetically pleasing concerns would be safety issues. Jason Van Ausdall stated those issues asked to be fixed would be due to years of neglect that have become a safety concern. William Mendenhall questioned who will determine what is on the checklist? Many landlords have already dealt with low rent housing and their inspection. He feels landlords keep properties current and livable and looking presentable, there is no need for

the program. Randy Cartwright, agrees with other landlords that have spoken and feels this would be a financial burden to landlords and cause them to increase monthly rent. Council Member Suhr commented that there are several cities that do this and explained her research in moving forward with the program and that there does need to be an appeals process. Pat Collins spoke and feels this program would be setting a higher standard for rental properties than homeowners. Motion by Suhr, seconded by Plum to Approve first consideration, waive second and third consideration to adopt an ordinance amending the code of ordinances of the City of Knoxville, Iowa, by adding a new chapter regarding Rental Housing Inspection Program; all ayes.

Mayor Hatch announced now was the time and place for a public hearing in regard to building materials & design guidelines. The hearing was opened at 8:36 p.m., filing of affidavit was on June 27, 2020. Planning & Zoning Administrator Bill Mette explained this is proposing using a standard remodel guideline for commercial zoned properties. There were no written or oral comments or objections. Motion by Morse, seconded by Gotta to close the hearing at 8:43 p.m. all ayes.

Motion by Gotta, seconded by DeJong to approve first consideration, waive second and third consideration to adopt an ordinance amending the code of ordinances of the City of Knoxville, Iowa, by adding a new chapter establishing building materials and design guidelines; all ayes.

Mayor Hatch announced now was the time and place for a public hearing in regard to residential zone intents. The hearing was opened at 8:45 p.m. filing of affidavit was on June 27, 2020. City Manager Aaron Adams explained this is clarifying and updating language and its intent of the code. There were no written or oral objections. Lucas Young spoke stating it's always good to update the code and make it more useful for those that use it. Motion by Morse, seconded by DeJong to close the hearing at 8:48 p.m.; all ayes.

Motion by Suhr, seconded by Morse to approve first consideration, waive second and third consideration to adopt an ordinance amending the code of ordinances of the City of Knoxville, Iowa, related to residential zone intents; all ayes.

Motion by DeJong, seconded by Gotta to Approve Resolution approving plat of survey for parcel A of Lot 8 in Westridge addition, Plat 1 to the City of Knoxville, Marion County, Iowa; all ayes.

Motion by Suhr; seconded by Morse to approve payment of claims except for payment for the EOC; all ayes.

Motion by Morse; seconded by Suhr to approve payment to SCI Communications for the keycard pads at City Hall in excess of the approved \$20,000.00. Payment approved in the amount of \$20,464.21; all ayes.

90371	ACCO UNLIMITED CORPORATION	POOL- SODIUM BICARBONATE	\$88.00
90372	ALLIANT ENERGY	REC CENTER	\$1,372.81
	AMERICAN MARKETING AND		
90373	PUBLISH	TEXT MARKETING	\$1,250.00
90374	AMERIGROUP	RESCUE OVERPAYMENT - GASS	\$531.79
90375	ASCAP	MUSIC LIC 7/1/20-6/30/21	\$366.00
	ATOMIC TERMITE & PEST		
90376	CONTROL	MONTHLY SPRAY FOR CITY HALL	\$80.00
90377	KEEPITSAFE, INC.-LIVEVAULT	90 DAY RETENTION	\$230.92
90378	BASSETT EXCAVATING, INC	CULVERT/WASHOUT REPAIR	\$11,660.00
90379	BEEBE'S CAMERA AND CLEAN LLC	CAMERA INSPECTION	\$200.00

90380	BOUND TREE MEDICAL LLC	EMS SUPPLIES	\$223.10
90381	BROWN'S SANITATION	CLEAN UP FOR 1402 E MARION	\$750.00
90382	CANON FINANCIAL SERVICES INC.	COPIER CONTRACT	\$771.08
90383	CENTRAL IOWA DISTRIBUTING INC	CLEANING SUPPLIES	\$1,837.60
90384	CENTRAL IOWA FASTENERS	STAINLESS STEEL HARDWARE	\$57.12
90385	CIRTPA	ANNUAL DUES	\$951.00
90386	MISTY COGGINS	PASS REFUND	\$51.67
90387	CR SERVICES	SAFETY GLASSES	\$90.71
90388	CUSHMAN CONSTRUCTION	JERSEY BARRIERS TO YOUNG PARK	\$33,800.00
90389	CUSTOM PROPERTY SOLUTIONS	RHYTHM GROUP OF 3/AULD PARK	\$4,742.00
90390	DANKO EMERGENCY EQUIP	938 OXYGEN REGULATOR	\$1,490.80
90391	THE DES MOINES REGISTER	CITY COUNCIL JUNE 3RD MIN	\$164.55
90392	DIAMOND VOGEL PAINTS	12 5GAL WHITE STREET PAINT	\$1,348.30
90393	DEBORAH DUNN	SHELTERHOUSE REFUND	\$55.00
90394	PAMELA EILER	PASS REFUND	\$47.50
90395	EMPLOYEE BENEFIT SYSTEMS	SAFE-T FUND	\$3,354.95
90396	EXCEL MECHANICAL CO INC	DECTRON WORK	\$3,405.40
90397	GRAINGER PARTS	DOOR CLOSERS	\$162.50
90398	CRAIG GREENE	BOOT REIMBURSEMENT	\$150.00
90399	HACH COMPANY	CHEMICALS FOR TESTING WWTP	\$444.99
90400	CINDY HAUSCHILDT	PASS REFUND	\$40.83
90401	DARIN HOOVER	CDL REIMBURSEMENT	\$64.00
90402	HUBES GARAGE	REAR BREAK PADS AND MATERIAL	\$259.64
90403	HY-VEE INC	BROOKS GARDEN SOIL	\$39.94
90404	IA DEPT OF PUBLIC SAFETY	LINE CHARGE	\$978.00
90405	IACP - MEMBERSHIP	IACP NET SERVICES	\$535.00
90406	IOWA EMERGENCY MEDICAL	YEARLY MEMBERSHIP	\$250.00
90407	IOWA MUNICIPALITIES WORKERS'	INSTALLMENT-1 WORK COMP PREMIU	\$7,398.00
90408	IOWA PUMP WORKS	POOL PUMP	\$9,766.83
			\$113,353.3
90409	MARION COUNTY BANK	BOND	0
90410	JNB VILLAS AT FOX POINTE, LP	FOX POINTE TIF	\$34,626.92
90411	KEYSTONE LABORATORIES INC	MONTHLY TESTING FOR MAY	\$1,341.00
90412	KNOXVILLE WATER WORKS	SEWER RENT	\$4,166.67
	LOW RENT HOUSING OF		
90413	KNOXVILLE	REFUND ON PERMIT B-18-061	\$102.00
	MARION COUNTY HUMANE		
90414	SOCIETY	ANNUAL SERVICE CHARGES	\$25,000.00
90415	MERCYONE HOSPICE	OVERPAYMENT - POWERS	\$1,194.87
90417	MIDAMERICAN ENERGY COMPANY	STREET LIGHTING	\$12,506.64
	MIDWEST OFFICE TECHNOLOGY		
90418	INC	COPIER CHARGES	\$527.50
90419	MINUTEMAN INC.	PURCHASE ORDER BOOKS	\$788.72
90420	NAPA	HOSE CLAMP	\$49.90

90421	NATIONAL PAPER & SAN SUPPLY	PAPER TOWELS	\$91.30
90422	O'REILLY AUTOMOTIVE INC	DEF FOR AMBULANCE MOUSE/COMPUTER	\$35.97
90423	OFFICE DEPOT	BACKPACK/MAGNET	\$127.61
90424	OSKALOOSA HERALD INC	5/4/20 MEETING MIN	\$200.88
			\$181,040.3
90425	PARK LANE DEVELOPMENT, LLC	PARK LANE TIF	7
90426	PER MAR SECURITY SERVICES	MONITORING SERVICE	\$409.20
90427	PETTY CASH CITY CLERK	TOBACCO COMPLIANCE REIMBUR	\$14.97
90428	PITNEY BOWES	POSTAGE METER RENTAL	\$202.92
90429	PLUMB TECH MECHANICAL INC.	REPLACE AC	\$10,372.10
90430	PROVANTAGE LLC	3 SURFACE PRO	\$5,928.38
90431	RACOM CORPORATION INC	RADIO FOR 313	\$4,992.08
90432	RAMAEKER SCREEN PRINTING	SHIRTS	\$90.00
90433	ROBERTS & ASSOCIATES, LLC	AD FROM JUNE	\$250.00
90434	ROMAR	BRAKE PADS CAR #32	\$37.53
90435	SCI COMMUNICATIONS INC	KEYCARD DOOR ACCESS	\$20,772.96
90436	HOLLY SHELFORD	SUPPLIES	\$55.00
90437	K & L THOMPSON, LLC	TIRE REPAIR	\$10.00
90438	SMITH FERTILIZER & GRAIN INC	WEED KILLER	\$63.35
90439	SNYDER & ASSOCIATES INC	COMPETINE TRAIL	\$1,234.75
90440	STUYVESANT, BENTON & JUDISCH	RETAINER	\$2,000.00
90441	SUNNY SLOPE GREENHOUSE	FERTILIZER	\$91.80
90442	THE FIRE STORE	FIRE HOSE NOZZLE	\$665.54
90443	US CELLULAR	GPS PHONE	\$54.47
90444	US POSTAL SERVICE	2 ROLLS OF STAMPS	\$110.00
90445	VAN WALL EQUIPMENT	OIL/FILTERS	\$78.78
90446	WEX BANK	RESCUE	\$4,868.18
90447	HAZEL WIRTHLE	RESCUE OVERPAYMENT	\$931.06

Mayor's Report: Mayor Hatch wanted to Thank everyone involved with the fireworks over the last weekend. Another great show and hope everyone enjoyed them and had a great weekend.

City Manager's Report: Aaron Adams states staff is continuing to keep a close eye on Covid-19 and are seeing a rise in positive cases in Marion County. Please continue to social distance, wash hands and adhere to the guidelines.

Fire Chief Cal Wyman: ISO will be in town July 15<sup>th</sup> to do their review and audit. Covid-19 is still here and prevalent in the community please follow the guidelines.

Motion by Gotta, seconded by DeJong to adjourn the meeting at 9:00 p.m.; all ayes.

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Brian Hatch, Mayor

ATTEST:

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Tricia Kincaid, City Clerk