

CITY COUNCIL PROCEEDINGS

July 5, 2012

The City Council met at 5:00 p.m. in regular session with Mayor Larsen presiding. Council present: True, Frahm, Humann, Bierbaum, Shepherd.

Guests in attendance: Izetta Dierking, Bob Martens, Lori Holste, John Adams, and Bob Hilligas.

City staff in attendance: Jim Blum and Terri Abel.

Motion by Humann, seconded by Shepherd to approve the agenda. Ayes: Bierbaum, Humann, Frahm, True, Shepherd. Carried.

Motion by Shepherd, seconded by True to approve the preceding month's minutes and Library minutes. Ayes: Shepherd, Frahm, True, Bierbaum, Humann. Carried.

Motion by Shepherd, seconded by Frahm to approve the Treasurer's and Clerk's reports. Ayes: Frahm, True, Shepherd, Humann, Bierbaum. Carried.

Lori Holste, the Executive Director of the Western Iowa Development Association, was present at the meeting to introduce John Adams, who is the Business Coach for the HTC Entrepreneurial Pillar. Holste explained that Adams is actually an employee of Iowa Western Community College who is spending Thursdays and Fridays as a Business Coach for rural Pottawattamie County. Holste instructed the members of the City Council to contact WIDA if they are interested in discussing a business project with the new Business Coach.

Adams provided the Council members with a synopsis of his past business history, which included his involvement with Iowa Western Community College and the SCORE Program. His territory as Business Coach includes Pottawattamie County, specifically bringing business information to the smaller communities. As Entrepreneurship Coach, Adams' duties are to bring programs to the rural Pottawattamie County communities, providing the communities with tools for business success. His emphasis will be to introduce programs to both existing businesses as well as businesses that are interested in locating in the area.

Lori explained that one of the available tools is called the Tools for Business Success. There is a link to the tool on the WIDA website; there is also a link to the WIDA webpage from the City's website. The link provides 24 hour live support to people who have questions; the program is free to the public.

On a final note, Holste announced that there is a meeting scheduled for Tuesday, July 10, 2012 at 1:30 p.m. at the Avoca Golf Course to discuss the programs that are available through the United States Department of Agriculture.

There was no Fire Department discussion.

There was a brief discussion regarding solid waste disposal. The Council members were provided with a draft agreement. The City Council and the City Attorney had previously reviewed the agreement, and changes had been incorporated into the agreement as recommended by both the City Council and the City Attorney. Accordingly, the draft agreement was ready for approval by the City Council.

Motion by Shepherd, seconded by Humann to approve the draft agreement for solid waste disposal. Ayes: Bierbaum, Shepherd, Humann, Frahm, True. Carried.

The decision was made to set the date to receive bids for solid waste disposal. The agreement will be forwarded to contractors who had expressed a desire to submit a bid for residential hauling. Bids are to be received in City Hall by 3:00 p.m. on Thursday, September 6, 2012, the date of the regular September City Council meeting. Review of bids for solid waste disposal is to appear on the agenda for the meeting.

Relative to discussion of nuisances, Mayor Larsen noted that he had personally observed marked improvement in the condition of several properties that had previously been addressed by the City Council.

Bob Hilligas was present at the Council meeting to discuss the City's annual allocation of \$5,000.00 for advertising. Bob provided the Council members with a breakdown of where the FY 12-13 tourism allocation would be spent during the upcoming fiscal year. Plans are to spend \$900.00 on the 2012 Iowa Travel Guide, \$170.00 for the 2012 Iowa State Fair Guide, \$100.00 for the Metro Guide of the Omaha World-Herald, \$150.00 for membership fees to Western Iowa Tourism, \$700.00 to participate in advertising through Western Iowa Tourism, \$830.00 to advertise in the AAA Living State Co-op Ad, \$100.00 to be included in Vacation Iowa, which is a Des

Moines Register publication, \$1,200.00 for Trip on a Tank TV spots that are featured on Des Moines Channel 5 in September, \$150.00 to be used in conjunction with tourism meetings, and \$950.00 for postage. It was noted that the \$5,000.00 tourism allocation was included in the City's budget for the current fiscal year; the allocation is intended to promote the entire community.

Hilligas further explained that the Trip on a Tank series will concentrate on the September Antique Fall Festival; Bob is also planning to utilize the local cable channel for more advertising of local events, including commercial spots. Hilligas reported that the merchants had recently contributed \$2,000.00 to reprint the tri-fold brochures that are distributed along the interstate system. During the course of discussion, Mayor Larsen suggested that Hilligas discuss any future printing projects with local resident Ruth Glines, who has experience in such projects.

Kathy Humann reported that most of the hits that have been made on the City's website are people from Omaha, Des Moines, and Minneapolis, in that order.

Shepherd requested that Hilligas provide the Council with a list of last year's tourism expenditures; Bob agreed to provide the print-out as requested.

Motion by Humann, seconded by Bierbaum to approve the contribution of \$5,000.00 to the Walnut Merchant's Association for tourism advertising as allocated in the tourism budget for FY 12-13. Ayes: True, Shepherd, Humann, Frahm, Bierbaum. Carried.

The acquisition of 308 Atlantic Street is progressing. Abel reported that the City will have the authority to remove the house from the property after October 10, 2012. Mayor Larsen stated that he will meet with Jim Blum to formulate a plan to remove the structure. Abel commented that there is grant funding available through the Southwest Iowa Housing Trust Fund to demolish dilapidated residential City-owned structures. After the house has been removed, the Mayor surmised that the City will eventually sell the property.

No one was present at the Council meeting to request the City's financial participation in the replacement of residential sidewalk. The Council members had approved the continuation of a Residential Sidewalk Program, not to exceed a cost of \$5,000.00 per fiscal year. The program is on a first-come first-served basis, and property owners must appear before the City Council to participate in the program. After the completed sidewalk has been inspected by the City Superintendent, the City will reimburse property owners for sidewalk replacement at \$5.00 per running foot.

The Council members were provided with a pay request for rehabilitation of 509 Walnut Street.

Motion by Shepherd, seconded by Humann to approve Pay Request #2 in the amount of \$8,372.00 in favor of Walnut Creek Construction for rehabilitation of 509 Walnut Street. Ayes: Frahm, Humann, Bierbaum, True, Shepherd. Carried.

Motion by Shepherd, seconded by True to adopt Resolution 12-07-01, A RESOLUTION TRANSFERRING \$10,607.00 FROM THE LOCAL OPTION CAPITAL IMPROVEMENTS FUND INTO THE WATER FUND. Ayes: True, Shepherd, Humann, Frahm, Bierbaum. Carried.

Relative to discussion of City maintenance, Mayor Larsen reported that the sand for the sand volleyball court has arrived, and the development of the court is well underway. The Mayor stated that Blum was absent from the meeting because the sand had arrived at the site as the meeting began.

Mayor Larsen informed the Council members that there have been recent issues regarding one of the City wells. The Mayor had authorized funding for Blum to research the options that are available to resolve the issues. After a brief discussion, Abel indicated that Blum has resolved the current issues with the well.

The Mayor reported that the new City pickup has arrived, making the gray Dodge pickup the second vehicle. Deter Motor Company had offered a trade-in value of \$500.00 for the City's used orange pickup. Blum had recommended that the City accept Deter's offer. During the course of the discussion, Bob Martens questioned whether the orange pickup could possibly be worth more as scrap iron. It was the consensus of the Council to accept Deter's offer of \$500.00 for the orange pickup.

Regarding Mayor items or announcements, Mayor Larsen commended the residents of the community for helping with the recent Walnut Antique Show. Larsen felt that the community organizations once again hosted successful food stands. He also commented that the majority of the antique dealers had a good show. Larsen stated that the AMVET's organization is planning to continue to sponsor the event as long as the

community is interested. The Mayor thanked the residents of the community for their understanding and involvement.

Relative to Council items and announcements, Trace Frahm agreed to complete a quarterly inspection of City property.

The Council members received information regarding the Iowa Downtown Summit, which will be held on August 21-22, 2012 at Keokuk, Iowa.

The Council members were also provided with information pertaining to the Iowa League of Cities 2012 Annual Conference & Exhibit, which will be held in Sioux City on September 26-28, 2012.

Bierbaum announced that the Fireman's Funfest will be held on August 3-4, 2012 with a softball tournament, parade, and meal. Marye urged the public to read the article in the Walnut Bureau pertaining to the activities, including contact information for participation in either the softball tournament or the parade. She also announced that a sand volleyball league is being formed; Bierbaum or Shannon Wood are contacts for anyone who is interested in participating.

Marye also reported that the high school girls are playing in the second round of the district softball tournament after the City Council meeting. Since it will be the last Warrior game played on the softball or baseball fields, she urged everyone to attend the event.

True commented that since the community is receiving so much publicity because of the Walnut Antique Show, she felt that the City Council should make an effort to spruce up the downtown Business District including the installation of new sidewalk and making improvements to the appearance of the buildings. Mayor Larsen agreed that there are areas of the downtown sidewalks that need to be replaced, especially the sidewalk in front of the post office. The Mayor stated that he will talk to the owner of the post office building about the need to replace the sidewalk.

Humann stated that she had recently discussed the trees in the sidewalks of the Business District with a representative of the Department of Natural Resources who was inventorying public trees. According to the DNR representative, the trees need to be watered, and she had given examples of watering methods, including curb cuts. It is possible that grant money is available for such systems. Humann commented that perhaps the Council should consider a downtown revitalization program that would include sidewalk, curb and gutter, and a watering system for the trees. True stated that the DNR person had noted that the trees are starting to show signs of stress because of the extremely hot weather, and she had suggested that the City provide water to the trees. Mayor Larsen stated that he would talk to Blum about watering the trees. Shepherd also encouraged the shop owners to water the trees in front of their businesses.

The Council members were reminded of the City's program to pay 50% of the cost of commercial sidewalk replacement. It is also possible to replace sidewalk in conjunction with an assessment program. There are areas of the downtown business sidewalk that have been replaced in the recent past; however, there are other areas that are extremely uneven and deteriorated. Shepherd suggested that the Council identify the worst sections, with those sections to be replaced in accordance with the City's program. Frahm was concerned about the City's liability for deteriorated sidewalk.

Abel commented that there probably isn't any grant money available for sidewalk replacement; however, a downtown beautification or revitalization program would be grant eligible. If a downtown program is desired, the City would need to enlist the services of a consultant.

Mayor Larsen stated that he would prefer to create an annual allocation for sidewalk replacement, beginning the replacement program with the worst sidewalks first. Both Humann and True felt that the City Council should consider making more improvements in the downtown Business District, not just replacing the bad areas of sidewalk. Humann stated that she would love to welcome new businesses into the downtown area. Frahm stated that it would be beneficial to learn about any available grant funding and associated costs for not only maintaining the downtown area but determining goals for the Business District in the future. Abel reiterated that a consultant would provide all of those services.

Mayor Larsen stated that Avoca has a beautiful downtown Business District; however, he questioned how many of Walnut's businesses can afford to have the street closed for long periods of time to accomplish something similar.

Abel reminded the Council members that Walnut was one of the first community's in the area to install old-fashioned street lights, plant trees in the sidewalks,

and include benches and planters in the Business District. Many of those improvements were accomplished with grant money. Abel questioned whether the Council was considering replacing those amenities and the extent of another downtown beautification project. Both Humann and True felt that such a project should include new sidewalk and curb as well as improvements to the storefronts. True questioned whether the City Council could force shop owners to paint their buildings. Mayor Larsen stated that some communities have strict ordinances governing the appearance of the buildings.

After considerable discussion, the decision was made to form a committee to meet with a consultant to discuss a potential downtown project. Abel was instructed to contact Snyder & Associates to arrange a meeting with the committee, which is to be comprised of Kathy Humann and Cheryl True. The downtown revitalization program is to include sidewalk, curb, a tree watering system, and a possible storefront program. If possible, the consultant is to attend the next regular City Council meeting to discuss a potential downtown beautification project.

Blum arrived at the Council meeting at this time. As previously indicated, Blum reported that the well problems have been resolved for the present time.

Jim stated that the sand volleyball court should be completed in the near future.

Frahm reported that a citizen had questioned whether the speed bumps could be reinstalled on Jones Street. Blum stated that it would be possible to reinstall the speed bumps if there are problems with speed along the street. He explained that the speed bumps are actually strips of hard rubber that are movable. During the course of discussion, Shepherd suggested that a speed bump be moved to the vicinity of the splash pad to slow traffic traveling on North Street. After a brief discussion concerning speed bumps, Mayor Larsen is to decide whether and where any speed bumps are to be installed.

Blum noted that the problem with the sidewalk across the alley adjacent to the Eldon Ranney residence will be remedied by fall.

Mayor Larsen stated that he noticed a great deal of foot traffic near the vicinity of Fireman's Park during the recent Antique Show; Blum also commented that several children walk along North Street to gain access to the ball fields, the playground, and the splash pad. The City is planning to install sidewalk on the south side of North Street between Atlantic Street and Pacific Street and in front of Fireman's Park. Blum is in the process of obtaining bids for the project, which should be completed this fall.

There were no public items or announcements.

Motion by Humann, seconded by Shepherd to pay the following bills and issue warrants for the same. Ayes: Frahm, Bierbaum, Humann, True, Shepherd. Carried.

#18468	Walnut Boy Scouts, April & May park mowing	300.00
#18469	Cardmember Service, batteries; shirts; computer backup; EMT registry	813.22
#18470	Terri Abel, wages	1,136.55
#18471	James Blum, wages	1,107.95
#18472	Wayne Rush, wages	879.55
#18473	Shannon Wood, wages	354.93
#18474	Wellmark Blue Cross Blue Shield, employee insurance	5,876.06
#18475	Herb Wood, hauling; rent of dumpsters; recycling fees	3,010.00
#18476	U.S. Postmaster, billing postage; fluoride notice postage	279.47
#18477	Terri Abel, wages	1,131.67
#18478	James Blum, wages	1,103.34
#18479	Sherry Jacobsen, wages	113.36
#18480	Margo Matthies, wages	761.70
#18481	Wayne Rush, wages	875.84
#18482	Judy Schrecengost, wages	469.48
#18483	Shannon Wood, wages	347.15
#18484	Terri Abel, wages	379.45
#18485	James Blum, wages	470.76
#18486	Wayne Rush, wages	306.61
#18487	Agri Drain Corporation, fabric for sand volleyball court	600.00
#18488	Allied Oil & Supply, Inc., oil	337.80
#18489	Avoca Building Material Center, linseed oil; bolts; washers; nuts	44.98
#18490	Barco Municipal Products, Earl Caddock street signs	123.67
#18491	Betsy Ross of Lincoln Avenue, flags	327.00
#18492	Walnut Boy Scouts, June park mowing	150.00
#18493	Brodart Co., Library supplies	6.58

#18494	Business Forms & Accounting, order checks	222.70
#18495	Center Point Large Print, books	41.34
#18496	City of Walnut, water deposit applied to account	50.00
#18497	Counsel Office & Document, copier maintenance	107.77
#18498	Countryside Trucking, trucking rock	150.00
#18499	Dona Grooms, Treasurer fee	100.00
#18500	Hach Company, water and sewer testing supplies	985.97
#18501	Hawkins, Inc., water chemicals	1,704.43
#18502	Ingram Library Services, books	55.86
#18503	Iowa Codification, Inc., down payment on Code update	1,000.00
#18504	Iowa Department of Natural Resources, public water supply fee	91.95
#18505	Iowa League of Cities, membership dues FY 12-13	520.00
#18506	Iowa Library Services, WILBOR renewal	370.65
#18507	Iowa One Call, One Call locates	8.10
#18508	IPERS, withholdings	1,546.81
#18509	Jessica Newcomb, cleaning City Hall	50.00
#18510	Kasperbauer Cleaners, Inc., cleaning floor mats	100.06
#18511	Kum & Go, fuel	386.62
#18512	Margo Matthies, Library supplies; slatwall boards; DVD's	246.11
#18513	McCarthy Trenching, backhoe for water leak	410.00
#18514	MidAmerican Energy Co., gas & electricity	3,948.05
#18515	Orschelns, chain links, Fireman's Park improvements	27.15
#18516	Pott. Co. Animal Control, January – June, 2012 animal control	1,315.50
#18517	Pott. Co. Sheriff's Office, July, August, Sep., 2012 police protection	3,434.37
#18518	Quill Corporation, supplies	182.48
#18519	Salvo, Deren, Schenck & Lauterbach, consults	382.00
#18520	Sam's Club, Library supplies	6.61
#18521	Terri Abel, mileage	8.88
#18522	The Road Guy Construction, seal coat streets	25,084.80
#18523	Treasurer of State, 2 nd quarter sales tax	2,605.79
#18524	Treasurer, State of Iowa, State withholdings	1,206.33
#18525	U.S. Postmaster, postage	90.00
#18526	Verizon Wireless, cell phones	144.19
#18527	Vern Booth, service Library computers	60.00
#18528	Walnut Bureau, publication	345.31
#18529	Walnut Creek Construction, Pay Request #2, Housing Rehabilitation	8,372.00
#18530	Walnut Creek Fertilizer, herbicide	86.63
#18531	Walnut Telephone Co., phone; fax; Internet	252.70
#18532	Welcome Center, contribution FY 12-13	10,700.00
#171E	Iowa Finance Authority, principal & interest due-GO water note	60,820.00
#172E	Iowa Finance Authority, principal & interest due-water revenue note	15,182.50
#174E	Internal Revenue Service, Federal withholdings	841.93
#175E	Internal Revenue Service, Social Security withholdings	1,241.70
#176E	Internal Revenue Service, Medicare withholdings	346.24
#177E	Employee Benefit Systems, insurance partial self-funding	1,474.62
#178E	Employee Benefit Systems, insurance handling fee	77.49
#179E	Rolling Hills Bank & Trust, ACH fee	10.00
#180E	EMS Billing Services, Inc., ambulance billing service	75.14

Summary of Receipts: General, 22,510.88; Road Use Tax, 3,499.30; Trust & Agency, 1,485.81; Water, 10,891.71; Sewer, 3,543.90; Eagle Project Fund, 125.00; Water Revenue Bond Sinking Fund, 1,650.00; Splash Pad Project Fund, 100.00; Local Option Capital Improvements Fund, 7,339.08; TIF Fund, 632.63; Customer Water Deposit, 100.35; IPAIT Fire Account, .37; IPAIT Library Account, .75; EBS Account, 1,474.62; TOTAL: 53,354.40.

Meeting adjourned, 6:10 p.m.

Gene Larsen
Mayor

Terri L. Abel
City Clerk