

Melbourne City Council  
Regular Meeting in Library Basement  
May 8, 2017

Melbourne City Council met in regular session on May 8, 2017 at the Melbourne Library basement. Council members present were Bunting, Juel and Fuller. Absent was Stahl and C. White. Also present were John White, Mary Pothast, Bob Monroe and Bill Doe and City Attorney Sharon Greer. Mayor White called the meeting to order at 7:00 pm and led the Pledge of Allegiance. Motion made by Fuller with 2<sup>nd</sup> by Bunting to approve the agenda and minutes and bills. Vote was all ayes. In public comments Councilman Juel asked what was allowed to be burned. He had received a complaint about a citizen burning plastic in a barrel. City hall will send a letter regarding burning yard waste to the resident. Fire Chief Monroe stated that they would go to the site and talk to the resident, but if they are called out, the fire department will charge the person \$500 to bring the truck to put out the fire.

Motion to open public hearing for budget amendment made by Juel, 2<sup>nd</sup> by Fuller. Vote was all ayes. There was no comment at meeting or prior to the meeting. Meeting was closed with motion by Fuller, 2<sup>nd</sup> by Juel. Vote was all ayes. Motion to approve Resolution #17-05-01 to pass the budget amendment made by Fuller, 2<sup>nd</sup> by Bunting. Vote was all ayes.

In building permits, Bob Monroe at 108 College, would like to build a shed on the far south end of his property on an existing cement pad. 7' is a requirement for a rear boundary, it does not meet that measurement. A variance letter will be mailed to all residents within a 250' radius. The second permit was for Brian & Ericka Pickard at 402 Main Street for a garage. It was originally thought a variance would be needed, but Fricke checked the pins and there is adequate clearance. Motion by Bunting with 2<sup>nd</sup> by Juel to allow permit. Vote was all ayes. Bill Doe, 201 3<sup>rd</sup> Avenue would like to build a shed in a back corner of his lot right along a fence line. This does not meet clearance standards either, and a variance was applied for. Those variance letters will be sent out as well. Decisions on Monroe and Doe's permits will be made at the June meeting after all neighbor's comments are made.

In new business, the city was notified that Central Iowa Water Association will be increasing their rates 3% as of July. Their suppliers have increased their rates 6% and 9% and need to pass it along to their cities as well. According to Melbourne ordinance, if CIWA increases their price, the city immediately will increase their rates accordingly.

Clerk requested to attend a class regarding making a Capital Improvement Plan on June 6, and Rate Setting and Financials on June 7. Cost is \$75 per day for IAMU members vs \$125 for non-members. Motion by Fuller, 2<sup>nd</sup> by Bunting to approve. Vote was all ayes.

Clerk explained an opportunity to join IOWARN (Iowa Water/Wastewater Agency Response Network) for no charge. It is a group of utilities that volunteer to assist communities in emergency preparedness through a mutual aid agreement that is specific to water and wastewater utilities. As a member, a utility can log on the website and request local or statewide resources or assistance. There is no cost or obligation to join the program. Motion to sign agreement made by Fuller, 2<sup>nd</sup> by Bunting. Vote was all ayes.

Clerk is directed to get copy of the 28E agreement filed.

Monroe spoke regarding a proposal for an 8'x 3' electronic sign for the city. He has \$15,000 from Judy Monroe's memorial and other sources that he would like to put toward a sign. He has spoken with Nagle Signs in Marshalltown and it would cost between \$20,000 and \$21,000. He is asking the city if they would be able to come up with an additional \$5000-\$6000 for purchase. There were some questions regarding software updates, electricity to the unit, etc. It was suggested by Juel to table until June until more information and financial status of the budget can be finalized.

Discussion of the fireworks bill that is to be signed ensued. Juel would like to wait until it is actually signed to proceed. In the meantime, Melbourne will follow its current ordinance not allowing fireworks. The bill allows for cities and counties to set their own regulations per ordinance, with a minimum of \$250 fine if it is violated. Clerk said ordinance will likely need to be updated to encompass the law's new

language. Issue was tabled until June meeting. Chief Monroe mentioned at this point that the fire association is short \$600 from being able to set off fireworks for both the 4<sup>th</sup> of July and Mousehole Days. He asked if he could put signs up for donations and Mayor and council approved.

Clerk discussed the possibility of making an extra payment amount on the pool loan. It was explained that the Local Option Sales Tax money the City receives is divided up each month and a portion goes into a sinking fund for the pool loan. There is more in the account than the payment amount, and since that is what the voted use was for, it can't go anywhere else. Council agreed to pay an additional \$20,000 toward the principal of the loan. Clerk will wait until July to make the payment, as an amendment to the budget for that amount will be required. Clerk asked about making a transfer to the Road Use fund for the amount that was paid from that fund from the past years from 2006 through 2016 for the lot lease and the property insurance. It should have been paid from general fund. Motion made by Bunting with 2<sup>nd</sup> by Fuller to move \$28,049 from general fund checking to the road use checking. Vote was all ayes. Discussion of where the emergency fund monies are to go for this fiscal year was next. The past two years it was put into the street fund. Since the possible low income housing improvement grant information was delayed due to the federal and state budget resolutions being late, we will not know if we will receive the grant until June or July. Motion made to put the amount into general fund and note where it was from for now made by Fuller, with 2<sup>nd</sup> by Juel. Vote was all ayes.

There was a complaint regarding small children in battery powered cars being on the streets alone and bikes going down the middle of the street. Clerk had put a notice on Melbourne Happenings for parents to be aware of the problem. Mayor had spoken to Mike Ball about a bike rodeo and he was going to look into it. Juel suggested contacting the Iowa Valley Bike Club from Marshalltown to see if they wanted to help. It was also suggested that we mail the next water bills in an envelope and write a letter regarding the issue.

Attorney Greer addressed the correspondence she had received from the attorney for Amy Kohlwes regarding trailer #23 and #24 in the trailer court. Initial proceedings on these two trailers began last October 2016. #24 was to be completely cleared out once everything thawed. #23 was to be repaired so it could be rented out in the spring. The city has requested a walk through and is waiting for a reply. Motion to adjourn made by Juel with 2<sup>nd</sup> by Bunting. Vote was all ayes. Meeting adjourned at 8:06.

EXPENSES: GENERAL 11,887.05, ROAD USE 1563.53, EMPLOYEE BENEFITS 1166.38, LOST FIRE ASSN 2565.37, LOST 1<sup>ST</sup> RESP 2565.37, WATER 10,209.19, SEWER 5438.68: TOTAL 35,395.57.  
REVENUE: GENERAL 76270.86, ROAD USE 5813.53, EMPLOYEE BENEFITS 4135.42, EMERGENCY 1737.22, LOST FIRE 806.05, LOST 1<sup>ST</sup> RESP 806.05, POOL 2.27, LOST POOL 1612.11, WATER 13,533.87, SEWER 16,409.40: TOTAL 121,127.38.

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