

CITY OF MELBOURNE
CITY COUNCIL MEETING
MELBOURNE, IOWA
MARCH 11, 2019

Melbourne City Council met in regular session on March 11, 2018 at the Melbourne Library basement. Council members present were C. White, Juel, Bunting, Gibbs and Stahl. Also present were Mayor John White, Mary Pothast., Chief Mike Ball, and guest Peyton Clark. Mayor White called the meeting to order at 7:00 pm and led the Pledge of Allegiance. Motion made by Juel with 2nd by Bunting to approve the Agenda, the bills and the minutes. Vote was all ayes for approval. In public comments, Mayor White mentioned that the alley between 4th Ave and 3rd Ave in the 100 block is becoming very muddy and rutted. He asked council to think about closing it to traffic until it dries up. It is not an alley that is maintained with rock, and has been allowed to grow over with grass. It will be added to the agenda as an emergency item since the rain and thawing is imminent and will be addressed later in the meeting. In new business, Kim Elder of Marshall County Emergency Management spoke to the group about our town emergency action plan. She mentioned she had met with Mayor White and Clerk Pothast once and was willing to come back. She stated that there are several areas that we can just refer to the county plan, as we wouldn't have the resources to handle the incident on our own. We can adopt our plan and the county plan at the same time. She recommended keeping two hard copies in two different locations as well as the thumb drive to refer to. A tabletop exercise would be beneficial so all parties involved would know how all the pieces work together.

Next for approval was Clarks' Bar liquor license. Clerk stated she had received a notice about three weeks ago of a violation during RAGBRAI by the Iowa Alcoholic Beverages Division (ABD). Today she had received confirmation by the ABD that it had been dealt with by Clark. Motion to approve the license by C. White with 2nd by Gibbs. Roll call vote was all ayes. License was approved.

A new Ordinance Amending the Code of Ordinances by Amending Provisions Pertaining to Public Offenses -- specifically adding Section 45.26 Regulating Garage Sales. Garage sales are to be limited to two times per year, and during town-wide garage sale days for a duration of 3 days each event. Items are to be removed following the final day of the sale. It is requested that city hall be notified of a garage sale so a brief form can be filled out. First violation of the ordinance will result in a warning letter. 2nd violation is a \$100 fine, 3rd violation is \$150 fine. Motion to approve the first reading of Ordinance made by C. White with 2nd by Stahl. Vote was all ayes. Motion to waive the 2nd and 3rd readings of the Ordinance by Gibbs with 2nd by Bunting. Vote was all ayes. Ordinance Section 45.26 Regulating Garage Sales will become part of the Melbourne City Code upon publication in the Mid Iowa Enterprise. Full ordinance can be read at City Hall.

The City of Melbourne was given a quote for property and liability insurance by ICAP for \$27,113 minus a \$2,513.96 voucher for a total price of \$24,599.04. Last year's fee was \$25,185.09. Motion to approve insurance with ICAP made by Juel, 2nd by Gibbs. Vote was all ayes.

Setting a city clean up date was tabled until April's meeting due to the fluctuating weather.

Resolution 19-03-02 Setting the height of Vegetative matter in the City of Melbourne was presented, updating the past resolution from 2010. Resolution sets height at 6" maximum, directs the City to mow any property over 6" at the fee of \$100 per hour per person, with a minimum of \$200. The annual publication of this resolution will serve as notice to citizens and property owners for the duration of the growing season starting in April. Notice will also be posted at the Melbourne Post Office, Melbourne Bank, City Hall and the Melbourne Library. No warnings will be mailed individually. Any billings for mowing done by the city or their agents are to be sent by regular mail and are payable within 30 days of the billing date. Motion made by Stahl to approve resolution with 2nd by C. White. Roll call vote was all ayes. Resolution was approved. Resolution 19-03-03 Setting the Mowing rate at \$100 per hour, per

person with a minimum of \$200 per occurrence, superseding the resolution from 2010. Motion made by Bunting to approve the resolution, 2nd by Stahl, roll call vote was all ayes. Resolution was approved.

There was discussion regarding fireworks in Melbourne in order to draft a new ordinance to coincide with the state law, amending Chapter 45 of the Code of Ordinances of Melbourne. Clerk explained that the city is required to follow state law regarding sales of fireworks, but is allowed to determine whether or not they will be allowed in town. A brief discussion ensued. A motion to draft an ordinance to not allow fireworks in the city limits, but allow the sale in compliance with state law, was made by C. White with 2nd by Juel. Roll call vote was all ayes. Clerk was directed to draft an ordinance and present it at the next meeting.

Public hearing was opened by motion of Bunting with 2nd by Gibbs to discuss the approval of the 18/19 Fiscal Year Budget. Vote was all ayes. Clerk noted that there had not been any input, verbal or written regarding the budget. Motion made by Bunting with 2nd by Juel to close the hearing. Vote was all ayes. Motion made to approve Resolution 18-01-01 to Adopt 2019/2020 City Budget as published and presented made by Stahl, with 2nd by Juel. Roll call vote was all ayes. The 2019/20 Budget was approved and clerk was directed to present the budget to the County Auditor and the Department of Management.

In questions from departments, Clerk requested to attend the spring IMFOA conference in Des Moines on April 11-12 (\$175) and for the clerk and deputy to attend the user group meeting for Data Tech/gWork on April 10 (\$180 for both). Pothast is required to have 30 CEUs each year to maintain her two certifications. Motion to approve attendance both events made by Gibbs, with 2nd by C. White. Vote was all ayes. Clerk also asked to send a citywide letter with notes on mowing, vehicles, garage sales, etc. It would kick off the mowing season with notification of the new resolution. Council thought it was a good idea. Clerk will proceed.

In discussion of the alley between 3rd and 4th Avenue, Juel made a motion, pending Sharon's advice, to temporarily close the alley on a month to month basis, depending on weather and how it dries out. 2nd by Stahl. Vote was all ayes. Officer Ball was asked to speak to the residents along the alley to notify them it would be closed starting immediately. It will be evaluated on an ongoing basis. Motion to adjourn made by Stahl, with 2nd by C. White. Vote was all ayes. Meeting adjourned at 7:42 pm.

REVENUE: GENERAL \$9411.53, ROAD USE \$8974.36, EMP BENEFITS \$54.65, EMERGENCY \$9.69, LOST FIRE \$791.87, LOST 1ST RESP \$791.87, POOL \$795.85, LOST REC \$892.67, WATER \$12,992.76, SEWER \$16,629.70. TOTAL \$51,344.95.

EXPENSES: GENERAL \$12,625.11, ROAD USE \$3248.82, EMP BENEFITS \$1398.78, LOST FIRE \$337.53, WATER \$9726.39, SEWER \$9879.70. TOTAL \$37,216.33.

John White, Mayor

ATTEST:

Mary Pothast, City Clerk