

City of Melbourne
Regular City Council Meeting
March 14, 2022
7:00 at Library basement

Melbourne City Council met in special session on March 14, 2022, at 7 pm. Council members present were Carrie White, Beth Smith and Lucas Hauser. Also present were Mayor Cynthia Mansager, Clerk Mary Pothast, PW Superintendent Jim Pfantz and PW Assistant Nathan Clark, Brandon Mitchell, Tom Crane and Drew Streeter. The latter three representing Sedlacek Meat Co. Councilmen Fricke and Bracy were absent. Mayor Mansager led the Pledge of Allegiance. Motion to approve agenda made by White, 2nd by Hauser. Vote was all ayes. There was one public comment in a letter from Veda Lai addressing potholes in Melbourne. Clerk and Mayor will draft the city's response.

First on the agenda, the Council was brought up to speed regarding the meeting with V&K Engineer Olivia Patten, Brandon Mitchell and City Public Works. The suggestion was made to install a septic tank to pre-treat the waste from the kill floor instead of a catch basin system. Public works employees had done considerable research regarding the best method not to have issues with the DNR NPDES limits for the lagoon. The engineer felt this was a good idea. Clark was able to secure a price for a septic tank for Mitchell that seemed reasonable. At the time, Patten is still looking into a sampling system for the waste, as it will be required to empty into our system. There will be a contract for sampling and limits drawn up after she has completed her end. At this time, Mayor asked for an approval of the building permit submitted. Motion to approve by Hauser with 2nd by White. Vote was all ayes.

Next PW Superintendent Jim Pfantz suggested they council move forward with the purchase of the John Deere skid loader vs the CAT skid loader. They had driven both machines, and the Deere was \$3000 more, but all repairs and warranty work on the CAT would need to be done in Fort Dodge. The Deere could be repaired at any of the local Van Wall locations. Both machines had a fall delivery date. Motion made by White with 2nd by Smith to purchase the Deere machine. Vote was all ayes. Pfantz was directed to order the skid loader. Terms were payment upon delivery.

The insurance quote from ICAP was next on the agenda. Since there was not enough time to pursue a second quote this year, council was recommended to accept the ICAP quote. The cost increased \$3000 but there was approximately \$300,000 more coverage between changes in their policy and some increased coverage on the fire trucks and new generator at the lagoon. Motion by Hauser, 2nd by Smith. Vote was all ayes. Next was the wage resolution officially stating the wages approved at the January budget meeting. Motion to approve Resolution 22-03-02 made by White, 2nd by Smith. Vote was all ayes.

After some discussion, cleanup "day" is set for Monday, April 25 through Friday, April 29 and 8-12 on Saturday, April 30. Any and all volunteers are appreciated. Any items left out after noon on Saturday will NOT be picked up. There will be an increase in fees for participation and appliances and tires being picked up. More specific details will be forthcoming in the spring newsletter to be mailed next week to all residents.

Council and mayor are required to complete NIMS 100 and 700 training in order to assure the city will qualify for FEMA mitigation grants. Clerk had previously sent out details regarding login. Completed certificates will need to be sent/brought to City Hall to keep on file.

Mayor Mansager set the date for a public hearing for the budget amendment for the 21/22 budget. Expenditures for the park electric pole need to be included. Public hearing is to be held April 11, 2022 at the regular council meeting at 7:00 pm. Clerk was directed to publish notice. Park & Rec had secured a bid for 400 feet of sidewalk at the park and a concrete slab 6' x 32' at the old concession stand. E&E Concrete has recently done work for the pool and at the lagoon site. Funds will come from the Local Option Sales Tax funds the Rec Center has or their savings account. Motion to approve the \$14,464 estimate made by White, 2nd by Hauser. Vote was all ayes. Council further approved the sale of the ice skating rink to State Center for \$1000. Clerk brought up the spring newsletter and went through each item and noted additions and changes suggested. Clerk will draft a new letter and send next week.

Mayor opened the FY 22/23 Budget Adoption Public hearing at 8:05 pm. There was no discussion or public comments. Mayor closed the hearing at 8:06 pm. Motion to adopt the budget and Resolution 22-03-01 made by Hauser, 2nd by Smith. Vote was all ayes. Clerk is directed to submit the budget to the state and file the required paper copies with the county.

In old business, clerk stated the \$1 million EPA grant opportunity for the lagoon project was submitted March 7. It will be 6-9 months until the award is announced. PW has located the major water leak. It was outside the shop at Needham's before the meter. The reason it had not appeared before, was that the 1 ¼" line sat on top of a tile that emptied 1 ½ miles outside town into a creek. It likely would not have been found. When the line finally came completely apart, it became noticeable first in no pressure, then finally bubbled up a few days later. Repairs were made and the water usage from a high of 103,000 gallons in 24 hours down to 38,000 gallons. Thank you to the PW crew for being so persistent over the last 18 months trying so many ways to locate and fix this problem. Clerk mentioned the ICAP \$1000 safety grant and the request made to the past council for a flashing light for children at play on Owen Street. They have found a system for about \$1200 each. Clerk mentioned Alliant also had a safety grant that could be applied for to possibly cover a couple of these and was told to proceed with the project.

Lastly in old business was the weather siren grant the Mayor had mentioned last month. County EMA is writing a FEMA grant for this that would cover 85% of the cost. On the high side, the cost would be \$30,000 for a siren system. Melbourne would be responsible for about \$4500. The representative from Blue Valley Public Safety Inc. had met with Pfantz that day and suggested the location of the SE corner of the rec center parking lot for the weather warning siren. Its placement location should broadcast approximately 5000 feet in all directions, as it is a rotating head and should cover the entire town. To enable Melbourne to be included in the grant proposal, the City needs to add another objective to their portion of the current County Hazard Mitigation Plan. Clerk requested to add the following: "Upgrade and purchase an emergency siren to be installed on a pole in the city. Ideally, the siren would have audio capabilities to cover the entire town. Purchasing a sirens would greatly improve public safety." Motion by Hauser, 2nd by Smith to add the objective. Vote was all ayes.

In department news, Nate Clark has received his CPO (Certified Pool Operator) and his first \$.75 increase. Clerk had applied for a peace officer pay grant from iowagrants.gov, but found out it is only for FT officers. A donation was received from the Melbourne Endowment for \$7660.71 to be distributed to pool, library, rec center and city in specified amounts. Mayor asked clerk to write a thank you and she will sign it.

Motion to adjourn made by White, 2nd by Hauser. Vote was all ayes. Meeting adjourned at 8:23 pm.

REVENUE: GENERAL \$3523.94, ROAD USE \$8648.14, EMP BENEFITS \$87.39, EMERGENCY \$14.95, POOL \$5.15, LOST REC CENTER \$22.12, WATER \$14,751.61, SEWER \$17,987.27. TOTAL \$45,040.57.

EXPENSES: GENERAL: \$15,284.00, ROAD USE \$1604.48, EMP BENEFITS \$1308.48, LOST FIRE \$15,738.00, WATER \$14,542.95, SEWER \$6005.93. TOTAL EXPENSES: \$54,483.84.

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