

MALVERN CITY COUNCIL
MINUTES OF REGULAR MEETING
MALVERN CITY HALL
November 14, 2016 – 7 p.m.

Following the Public Hearing on Proposal to Establish and Approve Amendment to the Malvern Urban Renewal Area #1, the November 14, 2016, regular meeting of the Malvern City Council was called to order by Mayor Blackburn at 7:03 p.m. at the City Hall Council Chambers, Malvern, Iowa.

Mayor Blackburn recognized the following **Councilmembers as present**: Bruce Breeding, Roger Johnson, and Kate McGann. Absent: Fred Moreau, and Doug Shere. Visitors: 13. There were no requests to address the Council. City Clerk Mary Poort was also present.

McGann motioned to approve the **consent agenda**: the Regular Meeting minutes – October 10, 2016, and the Current Expenditures. Breeding seconded. All ayes; motion carried.

DEPARTMENT UPDATES: PeopleService Report by Howard Peterson who addressed the Council with a handout. Water is shut off at the Boehner Pond fish cleaning station and hydrant due to leakage. A West 4th and 5th Avenue copper line was repaired due to worn out copper. One inch copper feeds 11 houses. A minimum of 6" is state requirement especially for fire protection. PeopleService introduces Keith Robertson to the Malvern team training to take over Kyle's responsibilities. Spray foam is complete at the well houses. Foam made its way into the cooling fans on the VFD causing it to overheat and trip out. Time was spent cleaning foam off unfitting areas. The water project is of concern at the south end of town, in need of agreement especially with time and weather involved. At this point, work needs to match the signed agreement. A Utility Service Group did a fall jetting on Lincoln Avenue. The sewer has a history of tree roots due to an abundance of trees over the main. A root foaming schedule would be helpful and can be price quoted for the City. Lagoon discharge is to its winter level. All samples came in well below the limits. Nitrates are down to 4.6. Follow-up on the Century Link Tower Level Controls approval: work will continue throughout the winter. The controls will sit under the water tower inside.

Breeding motioned to table a decision on **painting the lower half of the Malvern water tower** until the water project engineering study can give guidance. McGann seconded. All ayes; motion carried.

There was no nomination to the board of directors for the **Iowa Rural Water Association**, of which the City pays dues, and Howard Peterson is a member.

Street Department Report by Superintendent Dave Hoose who addressed the Council with a handout summarizing October activities: Brush and compost piles maintenance—burning it when conditions allow. Affordable Asphalt has patched Main Street with all other asphalt work to be postponed until spring. Councilmember McGann requested to be **informed of future street closings**. Work on drainage ditch and culver under sidewalk at East 7th Street. Work orders and citizen complaints. Winter equipment readiness—trucks, plows, sanders cleaned and painted. Assorted repairs to the new plow truck purchased in July. Continuing education classes attended for chemical licensure. Readiness to display holiday decorations and will help MABA with lighting Heritage Park. New light installation south side of the Liberty Memorial Building.

Discussion was held on the **Main Street Bridge repair** regarding engineering services for plans and specs, flagging, railroad insurance, railroad entry permit, the GO bond, and bid letting requirements.

An **HGM engineering quote for the Main Street Bridge repair plans and specs** was considered by the Council. McGann motioned to approve said quote. Johnson seconded. All ayes; motion carried. Dave Hoose, Doug Shere, and Mayor Blackburn will form a Bridge Repair Team to work with the HGM engineering firm.

Park Board Member Steve Barret addressed the Council regarding a **CPO training opportunity**. He stated it would be good to have a full-time City Streets staff member trained due to pool maintenance needs. His efforts were supported by statements to save the City money rather than hiring a seasonal part-time CPO maintenance person. Discussion was held regarding past and present staffing, duties, and arrangements. McGann motioned to table any decision until the November special Council meeting to gather more information. Breeding seconded. All ayes; motion carried.

Discussion was held on **Street Department Training** through an opportunity with Iowa Association of Municipal Utilities. The City Clerk is to inquire about County training for the City Street Department.

UNFINISHED BUSINESS: Mayor Blackburn reported on the **required Urban Renewal Meeting Opportunity with Mills County and East Mills School District** held on October 31, 2016. There was no representation from the Mills County Board of Supervisors. East Mills School District Superintendent Paul Croghan met with Mayor Blackburn and City Clerk Poort. Discussion involved: an explanation for the project, the TIF process to be involved, bus parking, the canopy overhang on the main school building, and willingness to work together.

McGann motioned to approve **Resolution 2016-39** To Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan Amendment for the Malvern Urban Renewal Area #1. Johnson seconded. All ayes; motion carried.

McGann motioned to approve **Resolution 2016-40** Authorizing Internal Advance of Funds for the East 10th Street Project. Johnson seconded. All ayes; motion carried.

MABA President Deb Breeding presented to the Council with poster visuals on the **way-finding signage regarding the Iowa Great Places grant**. A discussion of placement and size (similar to the 4.5' x 3.5' and 2' x 1.5' posters) was held, as well as the lighting downtown.

City auditors have suggested that MABA **donate Iowa Great Places grant money** to the City for projects done on City property.

Discussion was held to set November 21, 2016, for an **Annexation Consultation meeting** with the County Board of Supervisors and Silver Creek Township Trustees. Discussion continued on **annexation steps and procedures** following the Iowa Code. Properties to be included in the annexation were also discussed. McGann asked the City Clerk to contact SWIPCO to double check annexation steps.

McGann motioned to contact Lonnie Mayberry with Land Surveying Services in Glenwood to **gather a legal description of the annexation area**. Breeding seconded. All ayes; motion carried.

Breeding motioned to **table Camper/Motor Home Parking** discussion to the December 12, 2016, meeting. Johnson seconded. All ayes; motion carried.

NEW BUSINESS: Discussion was held on an opportunity for another cycle of the **CDBG Housing**

Rehabilitation Grant Program. Bonding capacity, authority, and adding \$100,000 for the bridge repairs were of concern. Breeding motioned to approve application for said program. Johnson seconded. Ayes from Breeding and Johnson; nay from McGann requesting more information from bonding counsel and to table this matter until the November special meeting. Breeding's motion died.

Breeding motioned to meet with the **JEO water project engineer** at a special meeting on November 18, 21, or 22, 2016. Johnson seconded. All ayes; motion carried. The City Clerk will contact JEO to confirm the date.

McGann motioned to approve a **Block Party Application** for June 20-21, 2017 at Boehner Pond Campground for the Church of Jesus Christ of Latter-Day Saints youth and youth leaders. Breeding seconded. All ayes; motion carried.

Mayor Blackburn reported on the **Mills County Comprehensive Development Plan** October 13 public meeting at the Malvern Public Library and the Steering Committee meeting on November 10.

City Clerk Poort reported that the last house is still in progress regarding the **CDBG Housing Rehabilitation Project** with a deadline of January 31, 2017.

There was no discussion on **Nuisance District Updates**.

Johnson motioned to adjourn the meeting. There being no further business, the meeting was adjourned at 9:48 p.m.

Mayor Michael K. Blackburn

ATTEST:
City Clerk Mary Poort