MANTORVILLE CITY COUNCIL MEETING MINUTES
MONDAY, JULY 27, 2020
6:30 PM

1. **Call to Order** – Mayor Bradford called the meeting to order at 6:30 pm.

   Members Present: Chuck Bradford, Henry Blair, Luke Nash, and Sharon Davern (remotely).

   Others Present: Lyle Hoaglund, Rog Nolte, JJ Williams, Koreen & Cortney Seim, Laura Qualey – EDA/CEDA, City Staff – Joe Adam, Shelly Jensen- Germundson and Cami Reber.

2. **Pledge of Allegiance -** Done

3. **Additions/Deletions to Agenda -** None

4. **Consent Agenda** – Member Davern requested to move item c) 9th Street Speed Study from the consent agenda for discussion. This will be moved to 7j). Motion made by Member Blair, second by Member Nash to approve the consent agenda items a, b, d, e and move item c for discussion as requested.
   - **a)** City Council Meeting Minute's July 13, 2020
   - **b)** Warrant List July 27, 2020
   - **c)** 9th Street Speed Study
   - **d)** Updated COVID-19 Preparedness Plan
   - **e)** Resolution 2020-12 Certification of Connection Charges

   Motion passed unanimously.

5. **Public Concerns -** None

6. **Public Hearing(s) -** None

7. **Old Business/New Business**
   - **a) Mantorville Saloon Request for Liquor License Extension/Street Closing/Bean Bag Tournament**
     Koreen Seim, Mantorville Saloon, approached the Council to request the extension of her liquor license for September 11 and 12, what would be Marigold Days. She would like to have her band on Friday night and the bean bag tournament on Saturday. She is requesting to close off the street by Finds by 5th and County Seat to allow for more distancing. They plan to fence it all in just like in years past. The band, JT & The Gunslingers, will play September 11 from 8:30 – 12:30 with a warm up band starting between 6/7:00 pm. Normal clean up as soon as the band is done. Parking will be along the streets and on the Relay lot. For Saturday, the bean bag tournament will start at 2 pm, music will be played but it will be low key. That will shut down between 8-9:00 pm when the tournament is done. Motion made by Member Nash, second by Member Blair to approve the request as presented. Motion passed unanimously.

   - **b) Mantorville Relief Association Investment Changes – Rog Nolte**
     Rog Nolte of the Mantorville Fire Department presented the investment changes being requested on behalf of the Relief Association. The change consists of moving everything to the PERA system. The Relief Association has voted to pursue it. Discussion with the Council on the benefit levels and return on investment. Member Davern asked what changed and why now. Rog noted the investigation that he and JJ did and it seemed to make sense. There is a cost savings and reduction in the paperwork that the Relief is required to do. The City can petition to the Relief to be removed from PERA if at any time if they decide too. Rog noted there might by a 5-year limit that you have to stay in before you can decide to move out if things don't work out. The next step would be for PERA to do a cost analysis and for that to be presented to the Council. Motion made by Member Blair, second by Member Nash to approve pursing the move of switching funds over to PERA. Motion passed unanimously.

   - **c) Uniform Purchase FD – JJ Williams**
     Fire Chief JJ Williams discussed the new uniform request by the Fire Department. They are requesting new uniforms so that when they attend events where it is required, that they all look the same. Not

just the shirts but also the matching pants/boots. The cost $6,700 for matching shirt, pants and boots. The uniforms are worn to all formal things such as funerals. They have money in their CIP budget to complete this. Council discussed. Motion made by Member Davern, second by Member Blair to approve they go ahead and buy as needed. Motion passed unanimously.

d) Art in the Park – Brian Hindal

Brian requested permission to do his Art in the Park exhibit. He is asking use of Riverside Park where Art will be displayed. He is planning to place things at the edge of the relay lot, by the KM Tel building and in the Park during the August 1 – September 15 dates. He has a budget of $5,500 which includes images and a couple of sculptures. He is almost fully funded. He did go to the Park Board and they are on board. The art is coming from all local artists. Motion made by Member Nash, second by Member Blair to approve use of Riverside Park as requested. Motion passed unanimously.

e) Coronavirus Relief Funds – Laura Qualey, CEDA/Mantorville EDA

Laura Qualey, the new EDA/CEDA person, introduced herself to the Council. She discussed the Coronavirus Relief Funds with the Council. She noted that she has jumped right in to get familiar with this and especially what you can and cannot use the funds for. She noted a lot of the different things that can be used with the funds. The dollars need to be used wisely and there will be monthly reporting that will need to happen.

She discussed some of the viable expenses such as certain payroll expenses due to COVID that occurred from March. Member Davern noted her interpretation on the League webinar and that things could be reimbursed versus going out and spending the money now on items. She would like to see more reimbursement to our businesses. Laura noted some additional items related to attorney fees, auditor fees, etc that are incurred and related only to the COVID outbreak.

Lyle Hoaglund asked if nonprofit businesses can apply. Member Davern noted that she would contact the League or Attorney on this. She asked that the County also get contacted on what the businesses have expressed they need. What we don't spend we would have to turn over to the County at November 15 and they have until the end of December to spend it.

Member Nash sees a potential problem, that a formal document/program needs to be put together. He would like to see a subcommittee put together to help with distributing the funds and do this before any dollars are spent. Member Davern noted the League has all of the forms and documents already put together that we can use; we don't need to reinvent the wheel on this. She will contact the League and have them send out the items that they have.

Mayor Bradford noted that Member Nash's idea of a committee sounds like a good plan. He will grab another member create a subcommittee and they will work with Laura to create a document and a plan, work with the EDA and City Council to keep everyone in the loop. Any information that Member Davern gets she can submit to Cami and she will share that with the committee.

f) Ordinance No. 2020-03 Amending Sections 50.01 and 95.04 of the City Code

Cami explained that this is the final draft of the ordinance that she has previously spoke about as it relates to sump pump drainage lines. Motion made by Member Blair, second by Member Nash to approve Ordinance No. 2020-03 Amending Sections 50.01 and 95.04 of the City Code, noting the striking out of the No. 4 in paragraph B. Motion passed unanimously.

g) Resolution 2020-13 Authorizing Summary Publication

Motion made by Member Blair, second by Member Nash to approve Resolution 2020-13, Authorizing Summary Publication of Ordinance by Title and Summary.

h) Hail Damage Repairs to City Buildings

Joe Adams and Member Blair presented the final repairs for the City buildings that were damaged due to hail. They are recommending the immediate roof repairs to the small City shop building, the large City shop building, City Hall, West City shop building, install of gutters at City Hall and the City shop and add the additional painting to the East and West Shop buildings. Motion made by Member Nash, second by Member Blair to proceed as presented. Motion passed unanimously.

i) Meeting Protocol Amid COVID – updated preparedness plan

Member Davern brought up the water meter installation and the choice to be put on a list for a later date or possibly being fined $50 a month if you did not get the new meter installed. Cami explained that there is a list of those who did not want us in their homes during this COVID pandemic. Although we encouraged the replacement, if some felt strongly about not letting anyone in, we put them on the list. We also did include in the letter the fee that could be imposed if the meter wasn't changed out. That was directed towards those that would not get back to us on the three attempts we made to contact them.

Mayor Bradford started the discussion for how we want to handle future meetings, which he noted the governor answered for us in his recommending of masks. Member Davern noted going to the Fire Hall where it is a little bit larger and we can open doors. She also would like to see what would happen if she set up a remote at the park shelter. Council Members discussed. Member Nash stated he would like to have everyone present physically at the meetings and make adjustments to the room as needed. Member Blair noted that we have made adjustments in the past and we can continue to do that. We normally don't have so many present but due to the changes taking place we have had more present than normal due to the additional approvals needed for everything. Member Davern said she doesn't have a problem coming back as long as she can sit by the door. She would like to still make the WebEx available for the public until the COVID crisis is over. After further discussion, Council will go back to all present and Member Davern would like to donate a year's subscription to WebEx so the public can monitor the meetings virtually. Cami will bring forward a resolution accepting the donation and will get Member Davern the information she needs for the subscription amount.

j) 9th Street Study

Member Davern asked about the previous 9th Street speed studies. She would like to compare them all to show that the striping helped. Cami will send the studies to her.

8. TBD

a) Public Works Report – Joe Adams reported on the following:

- He asked about painting the cross walks on Highway 57. We have 6 of them and the cost would be $2,525. To complete the line for 5th Street East and complete in front of City Hall would be $720. Motion made by Member Nash, second by Member Blair to approve $3,245, conditional on the budget dollars being available. Motion passed with Mayor Bradford, and Members Nash and Blair voting for and Member Davern abstaining as she would like to see this in writing.
- Curbs in Riverside Park - $115 each X 5 = $575. Motion made by Member Nash, second by Member Blair, to approve the purchase of the curbs for Riverside Park. Motion passes with Mayor Bradford and Members Blair and Nash voting for and Member Davern abstaining due to she would like to see this typed up on paper.
- WHKS will be coming in for smoke testing in the next couple of weeks. We will post it on City website and cable channel.

b) City Clerk Report – None

c) Consultant Report – None

d) Committee Report - None

e) Council Member Report – None

f) Mayor Report – None

9. **Executive Session – Closed**
   a) **90 Day Staff Review**

Motion made by Member Nash, second by Member Blair to close the regular session and go into closed session at 7:51 pm. Motion passed unanimously. The purpose of the closed session was to conduct the 90-day staff review of Shelly Jensen-Germundson.

Motion made by Member Nash, second by Member Blair to go back into open session at 8:05 pm. Motion passed unanimously.

Motion made by Member Nash, second by Member Blair to increase Shelly's wage by .50 per hour. Motion passed unanimously.

Motion made by Member Nash, second by Member Blair to bring her on at full-time status. Member Blair noted the thought of putting the justification in writing, as discussed in the closed session, but would rather that staff put that time into the work instead of writing up a document. Motion passed unanimously.

Motion made by Member Blair, second by Member Nash to approve spending up to $500 for the purchase of additional monitors to be able to run a dual monitor system. Motion passed unanimously.

10. **Adjourn** – Motion made by Member Nash, second by Member Blair to adjourn the meeting at 8:10 pm. Motion passed unanimously.