

MANTORVILLE CITY COUNCIL MEETING MINUTES
MONDAY, SEPTEMBER 14, 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, Sharon Davern, and Luke Nash.

Others Present: Rog Nolte, Emma Germundson Lyle Hoaglund, Chad and Alex Mundy, Jim Potter, Virgil and Carol Andrist, Rhonda Rocap, Ginger Knight, DCSO Steph French, City Staff Shelly Jensen-Germundson, Joe Adams, and Cami Reber.

2. **Pledge of Allegiance** - Done

3. **Additions/Deletions to Agenda**

- Remove Item 9 to next time.
- Request to Add item 7g. - Develop a protocol for citizen engagement.

4. **Consent Agenda** – Motion made by Member Blair, second by Member Nash to approve the warrant list as follows:

- a) City Council Meeting Minute's August 24, 2020
- b) Warrant List September 14, 2020
- c) Park Board Meeting Minutes July 28, 2020
- d) EDA Meeting Minutes August 4, 2020
- e) Notice of Receipt of Fire Department Grant
- f) DCSO Call Report for Mantorville August 2020

Member Davern asked for clarification on the Fire Department Grant. Rog Nolte responded it is a 50/50 match grant not to exceed \$2,650. The funds will go towards protective PPE equipment and a small skid unit; small pump with small tank to put in the back of a truck.

Motion passed unanimously.

5. **Public Concerns** - None

6. **Public Hearing(s) – 6:30 pm or shortly thereafter**

- a) **Application for a Variance – Mundy**

Motion made by Member Blair, second by Member Davern to close the regular session and open the public hearing at 6:34 pm. Motion passed unanimously.

Chad and Alex Mundy, 702 West Street, were present to address the Council on their request for a variance. They are doing an addition to their current home and looking to add a front porch. Their current home is placed within the front yard setback along 7th Street at 21'. The addition would be built 5' into the front yard setback.

Motion made by Member Davern, second by Member Nash to close the public hearing and go back into open session at 6:46 pm. Motion passed unanimously.

Motion made by Member Davern, second by Member Nash to approve granting of the variance. Member Blair noted that it fits with the character of adjacent properties, it isn't above and beyond. Motion passed unanimously.

7. **Old Business/New Business**

- a) **RESOLUTION 2020-17 A RESOLUTION GRANTING A FRONT YARD SETBACK VARIANCE**

Motion made by Member Davern, second by Member Nash to approve the Resolution granting the Variance, 2020-17, Resolution granting a front yard setback variance. Motion passed unanimously.

b) Council Actions/Misconduct

Member Nash made a statement as a follow up from the last meeting. A lot of things were said about how the Council behaves and acts and he doesn't feel it is a good picture of how we do our work here. He doesn't feel anyone has been treated rudely and disrespectfully. Not everyone agrees with the motions and rulings made but they are never treated disrespectfully.

There has been mention of motions and ideas that staff and Council have done things unethically, illegally and immorally. That is also completely untrue. We have guidelines that we have to follow, everything is documented. We aren't perfect in our decision and motions, nothing is intentional. The thought of staff working around town and people wondering what shenanigans are going on, what rules are not being followed, it's not right. Those things that are mentioned are completely without merit.

Resident Virgil Andrist commented that some of the statement Member Nash made is not true. Member Nash responded that the things he witnesses at the meetings are done in an honest and cordial way, what people do outside of this office, he doesn't know about and those are separate issues.

c) MFD Relief Association Investment Change – Rog Nolte

- **RESOLUTION 2020-18 A RESOLUTION OPTING TO JOIN THE STATEWIDE VOLUNTEER FIREFIGHTER PLAN**

The analysis was done by the State on the investment change for the Mantorville Relief Association. The different levels of benefit was reviewed and the Relief Board is recommending the level be set at \$1,600 per year of service. He discussed the level and why they think it is appropriate. This is a safe thing and wouldn't require any additional investment by the City in the next 5 years.

Member Nash asked what is the current benefit level and Rog responded, \$1,200. Member Nash asked what happens in 5 years? Rog noted that a new analysis can be done for review to see if we can fund that. It's based on the fund balance. Nothing can be done within the first 5 years but it can be looked at after 5 years and can be redetermined if needed. At \$1,600 things would be balanced, if you go any higher than that you could run into some issues.

Motion made by Member Blair, second by Member Nash to approve Resolution 2020-18, A Resolution Opting to Join the Statewide Volunteer Firefighters Plan. Motion passed unanimously.

Motion made by Member Nash, second by Member Blair to approve the increase of the benefit level to \$1,600. Motion passed unanimously.

d) 2021 Health Insurance Renewal

Cami reviewed the 2021 Health insurance renewal with the Council. The renewal shows an increase of 9.8% in premiums. Two additional options were given increasing the Out of Pocket cost which decreases the premium. Motion made by Member Nash, second by Member Davern to recommend the plan option number 2 which is a 5.8% increase to premiums and increases the Out of Pocket cost to \$5,000. Motion passed unanimously.

e) Banyon Module – ACH for Payables

Cami brought forward a request to purchase a Fund Accounting Module which would help with the payment of ACH for the City payables. It would be set up and work directly with the Fund accounting system currently in place. Member Davern asked if the bank could do this same thing free of charge. Cami said she would check with the local bank to see if they can help us out for free.

f) 2021 Budget and Levy

- **RESOLUTION 2020-19 ADOPTING PROPOSED PRELIMINARY LEVY**

Motion made by Member Blair, second by Member Nash to approve Resolution 2020-19 Adopting the Proposed Levy for 2021 at \$557,071. Motion passed unanimously.

- **Set Truth in Taxation Meeting Dates**

Motion made by Member Nash, second by Member Davern to set the Truth in Taxation dates for Monday, December 14 with the continuation date of December 28. Member Davern asked to change the second meeting to December 21. All Council Members agreed. Motion passed unanimously.

g) Setting Protocol for Citizen Engagement

Member Davern noted that she has received input from the community on how our phones are answered and how people are talked to. She would like to see protocol that when phones are answered here, it isn't answered by "Hello" it is answered by "Mantorville City Hall, Sharon speaking, how can I help you" and that the tone remains very helpful. The people that are calling in are the bosses and the ones paying our salary. She wants to make sure that everyone is doing it the same way.

Member Blair noted that is very vague statement, are we defining things word for word or a formal statement. Motion made by Member Davern, second by Member Nash, that City staff answer the phones with the 3 elements noted. Assistant City Clerk Shelly Jensen-Germundson noted that she always answers the phone with Good Morning/Good Afternoon City Hall so now we have to add who we are and how may we help you? Member Davern noted, yes that is professional. Shelly asked that how she is doing it isn't? Member Davern noted she doesn't know who is doing it as the person didn't give her names. Cami clarified exactly what they are being directed to do in answering City Hall phones. She noted that the customer comes first, that is how they are treated and they treat them with the utmost respect. That is how it has always been at City Hall.

Member Blair asked that we are making this without an actual stated complaint. It is not a bad suggestion but the nature in which this is being laid out seems rather strict without verifiable reasoning to it. That is a concern he has and what is the goal with this, to say Hello and how are you doing, or just have the robot answer it, have it all preprogrammed in there and not have people answer the phone and people not have a personality. Member Davern noted she is not making this up and there has been more than one person who has commented on it. Member Blair noted that we do ask that people own their citizen complaints, that is the standard of how things have been done here. Member Nash noted he is ok with the motion because he is confident that Staff is doing things fine. Mayor Bradford said he believes our staff are treating our citizens with respect and on the other hand doesn't think there is any harm with the motion. Motion passes with Mayor Bradford and Members Nash and Davern voting for and Member Blair voting against.

8. TBD

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

- Repairs to Plow Truck – Motion made by Member Blair, second by Member Nash to approve up to \$1,800 for repairs. Motion passed unanimously.
- Old Water Meters – Motion made by Member Nash, second by Member Blair to approve taking old water meters to auction. Motion passed unanimously.
- Flashing signs – Joe gave an update; he ordered orange flags to help with sight on that. Member Davern noted she found a speed trailer.

Jim Potter noted that at the last meeting we asked to see if the signs helped with the speeding before we invested in more signs. Mayor Bradford noted that we would get another study done. Further discussion on this. Member Nash suggested talking about this and coming up with a plan at the retreat.

b) City Clerk Report – Cami Reported on the following:

- The City received all of our FEMA dollar reimbursement from the 3 flood events last year.
- She noted the benefit being held at the Saloon on Sunday. It will be a benefit ride where they will leave about 11 am and they should arrive back by 4 pm. Everything will be held inside the saloon.

c) Consultant Report – None

d) Committee Report

- Chamber – Member Nash reported that they had their discussion on the needs of the City and the survey that was done.
- EDA – Member Davern asked for an update of the CARES funds, asked how people were notified as she wasn't, was told there would be a second round and would she be notified then? Member Nash told her that everyone was notified and there wouldn't be a second round.
- MRA – Member Nash gave an update on.
- Park Board – Member Blair noted they did budget work.

e) Council Member Report

- Member Nash – Reported that Mantorville Days things went as planned except for a few minor things. He noted that during the 911 discussion that Rose did, there was a note on a memorial that is being done here in Mantorville that will be the only one in the State.
- Member Blair – None
- Member Davern - None

f) Mayor Report – Reported that the weekend was well attended, fireworks postponed for a day; gave a thank you to everyone.

9. Executive Session – Closed – Pulled.

a) Staff Review

10. Adjourn – Motion made by Member Nash, second by Member Blair to adjourn the meeting at 7:40 pm. Motion passed unanimously.