

CARTER LAKE CITY COUNCIL MEETING
MONDAY, NOVEMBER 15, 2021

Mayor pro-tem Jason Gundersen called the meeting to order at 7:00 p.m. Roll of the council, present: Jackie Wahl, Pat Paterson, Keebie Kessler, Jason Gundersen and Denise Teeple; and city clerk Jackie Carl and city attorney Mike O'Bradovich were present.

The agenda was reviewed, upon motion duly made by Teeple, and seconded by Kessler, the agenda was approved unanimously. Upon motion of Kessler seconded by Wahl, the consent agenda was approved that included minutes, department reports and overtime reports; receipts and financial reports for October unanimously approved.

New Business: upon motion of Teeple seconded by Kessler, to approve liquor license for Casey's General Store; unanimously approved. Upon motion of Kessler and seconded Teeple moved for approve of Sara Walker for fire department membership; unanimously approved.

Paterson provided a packet of information to discuss the management of the community center. Pat spoke with Omaha Parks and Rec Department representative who is in charge of rentals for Omaha. Pat wants the community center should be under the Parks Board and there is no reason to establish another board. There is a job description that could be modified to fit Carter Lake's needs; Pat sees no reason why we should not keep the management under the Parks Director with the Parks and Rec Board; would the Mayor to start seeking candidates for the Parks Director candidates and allow them to evaluate the need for equipment. Motion to have the job description broadened to include the day-to-day activities of the community center; that person reports to the Mayor and broaden the duties of the current park board to include overseeing the Community Center operations. Wahl pointed out the Parks Board members only have experience in youth sports, wants to see expansion to include members who have experience in senior centers, ect. Teeple believes the council needs to take time and due diligence with research to evaluate options before deciding whom we place in charge of the management of the Community Center. Board member volunteers are nominated by Mayor and approved by the Council. Teeple wants to see a new board created and maybe included some members of parks board; Jason asked if we should put together some points for next workshop; motion dies for lack of second.

Paterson received a request from City Attorney Mike O'Bradovich to facilitate his review that he has asked for several times in the past. Since Mike is not a city employee, it seem appropriate to use the form that Mike provided; Paterson would like to have the review completed prior to the end of the year so he knows.

Paterson asked if there are two people who want to be part of the review committee? Keebie agreed to be part of review. Paterson moved for himself and Kessler to be the review committee and complete prior to Jan 1, 2022 seconded by Kessler. Unanimously approved.

Wahl would like to review the golf cart ordinance. Add "three wheels" to the definition; shall not be operated off road in any park, playground trail or publicly owned property; do we want to keep "golf carts should not be parked on any street or alley for any length of time" "ordinance says golf carts shall be parked in designated parking spots; Remove 77.09 concerning parking. Keep the stickers and registration is \$20 for three years. Kessler moved to approve first reading with changes, seconded by Paterson; unanimously approved.

Only received one bid from request for proposal to complete wage evaluation. Kessler knows that employees are grossly underpaid and spending up to \$10,000 to complete the survey; Wahl would like to see if we can knock of some of the job to reduce cost; Gundersen wants to see the survey completed to help make sure we are setting wages correctly; Teeple wants to see this completed. Teeple would like to

see negotiation of this wage survey. Wahl has been working with company, wAhl does feel comfortable Teeple motioned that city clerk, Jackie Wahl and Teeple work together to negotiate the services the council desires to achieve for this wage survey.

Paterson asked about the grant writer RFP; city clerk resent the request after receiving no response; this will be discussed at the December council meeting.

Wahl handed out the forms for employee review. Teeple will collect the forms; Gunderson moved to have Teeple manage reviews of city clerk; seconded by Teeple; unanimously approved.

Palandri reviewed the current projects and what the board needs from the building inspector in order to complete their recommendations on the projects. The commercial plan review is completed as required but the board needs to receive a city zoning code review by the inspector.

VI. ORDINANCES AND RESOLUTIONS:

Kessler moved to approve third reading of amendment to matrix and definition for the C-1 zoning district; seconded by Wahl; unanimously approved. Paterson moved to approve resolution to amendment JDW Midwest, LLC contract to add zoning code reviews, seconded by Kessler; unanimously approved. Kessler moved to approve resolution to approve pay request #002 for community center project in amount of \$257,619.10 to Rogge seconded by Wahl; unanimously approved. Kessler moved to approve resolution for pay request #003 for SJ LOUIS construction of sewer lining in amount of \$217,144.80; unanimously approved. Kessler moved to approve resolution for pay request #004 for USDA reimbursement for sewer project in amount of \$217,144.80; unanimously approved. Gunderson moved to approve resolution to set salary of \$51,200 for Theresa Hawkins; seconded by Wahl; unanimously approved. Kessler moved to approve resolution to set \$25.16 as wage for Nate Bentzinger seconded by Gunderson; unanimously approved. Gunderson moved to approve wages per audit review – Jordan Andreessen \$16.00, Phil Newton \$23.28 and Lisa Ruehle \$28.86 seconded by Kessler; unanimously approved. Kessler moved to increase the bank depository limits to \$15 million seconded by Teeple; unanimously approved. Kessler moved to approve annual report as prepared by the auditor, seconded by Teeple; unanimously approved. Kessler moved to approve annual Iowa DOT Road Use Tax Report, seconded by Paterson; unanimously approved. Kessler moved to approve Annual Urban Renewal Report seconded by Teeple; unanimously approved.

Adjourn at 7:55 p.m.

Jackie Carl, City Clerk

Jason Gunderson, Mayor Pro Tem