

Monday, April 15, 2019  
Meeting  
7:00 p.m.

Regular

Lake View Municipal Building

The Lake View City Council met in regular session on Monday, April 15, 2019 at the Lake View Municipal Building. The meeting was called to order by Mayor John Westergaard at 7:00 p.m. Roll call was taken: Present: Councilors Ken Steinkamp, Vickie Toms, and Dave Woltman. Absent: Councilors Tami Moeller and Terry Reis. Also present: Bill Leners, Royce Kemmann, Jeremy Behrens, Karla Janning, and Dale Wegner.

#### Consent Agenda

Motion by Woltman, second by Toms, to approve the consent agenda. Roll call vote: Ayes: Steinkamp, Toms, Woltman. Absent: Moeller, Reis. Motion carried.

- a. Approve the tentative agenda.
- b. Approve minutes from April 1<sup>st</sup>.
- c. Approve financial report for March.
- d. Approve building permit applications for:
  - i. Jim & Mary Dowling, 303 Crescent Park Drive, housing addition, garage, & deck.
  - ii. Bradley Hansen, 598 N State Road; garage & fence.
- e. Approve fence permit for Justin Snyder, 916 Irwin Street.
- f. Approve bills and authorize payment.

#### **END OF CONSENT AGENDA**

#### 2019 CDBG Owner-Occupied Rehabilitation Program

At 7:01 p.m., Mayor Westergaard opened the public hearing on the city's application for a CDBG Housing Rehabilitation Grant. Karla Janning from Region XII C.O.G. presented information about the grant application. The hearing was pursuant to the citizen participation requirements of Section 508 of the Housing and Community Development Act of 1987, as amended March 25, 1988. The Iowa Economic Development Authority (IEDA) will advise all CDBG applicants and grantees of the requirements, and of acceptable means to amended, to ensure compliance with said requirements by all applicants for and recipients of CDBG funds administered by the State of Iowa. The public was informed that IEDA requires reasonable public access to all local meetings, project records and information relating to the proposed and actual use of CDBG funds. All CDBG related meetings should be conducted in public buildings.

The need for owner-occupied housing rehabilitation has been realized by the City of Lake View through a Housing Needs Assessment. The proposed project will rehabilitate four units to meet the IEDA Housing Quality Standards and be lead safe upon completion. Families may be temporarily displaced during rehabilitation disturbing lead based paint. No businesses will be displaced as a result of this proposed project.

The total project is estimated to be \$175,000.00 which includes a \$6,000.00 local match provided by the City of Lake View. Grant administration of \$15,000 and Rehabilitation/Technical Services of \$154,000 are combined for a total CDBG request of \$169,000. The application deadline is May 4, 2019.

A requirement of the CDBG program is that funds must benefit a population of at least 51% of the households are occupied by low or moderate income families. The City of Lake View's LMI percentage is 76.47% and 100% of housing rehabilitation participants will be low and moderate income.

Mayor Westergaard closed the public hearing at 7:08 p.m.

Target Area: Motion by Woltman, second by Toms, to amend the Target Area for the CDBG Housing Grant Rehab application as presented. Roll call vote: Ayes: Steinkamp, Toms, Woltman. Absent: Moeller, Reis. Motion carried.

Administrative Plan: Motion by Steinkamp, second by Toms, to approve the CDBG Owner-Occupied Rehabilitation Program Administrative Plan. Roll call vote: Ayes: Steinkamp, Toms, Woltman. Absent: Moeller, Reis. Motion carried.

Motion by Woltman, second by Steinkamp, to approve **Resolution # 19-14:** "Resolution Providing Match Funds for the 2019 CDBG Owner-Occupied Rehabilitation Program." Roll call vote: Ayes: Steinkamp, Toms, Woltman. Absent: Moeller, Reis. Motion carried.

Motion by Toms, second by Steinkamp, to approve the Equal Opportunity Policy Statement. Roll call vote: Ayes: Steinkamp, Toms, Woltman. Absent: Moeller, Reis. Motion carried.

Motion by Woltman, second by Toms, to approve **Resolution # 19-15:** "Resolution Approving Policy on the Prohibition of the Use of Excess Force." Roll call vote: Ayes: Steinkamp, Toms, Woltman. Absent: Moeller, Reis. Motion carried.

Motion by Woltman, second by Steinkamp, to approve **Resolution # 19-16:** "Resolution Approving Procurement Policy." Roll call vote: Ayes: Steinkamp, Toms, Woltman. Absent: Moeller, Reis. Motion carried.

Motion by Steinkamp, second by Toms, to approve **Resolution # 19-17:** "Resolution Approving Residential Anti-Displacement and Relocation Assistance Plan." Roll call vote: Ayes: Steinkamp, Toms, Woltman. Absent: Moeller, Reis. Motion carried.

#### Discussion on Building Permit Fees

Currently, the City has a three-tiered rate structure for building permits: \$25.00 for structures 64 square feet or less; \$50.00 for all permits with construction costs of less than \$50,000; and \$100.00 for all permits with construction costs of \$50,000 or more. The

Council discussed instituting a flat fee. The City Clerk/Administrator was instructed to research the fees of other communities and bring a resolution back to the City Council at a future meeting.

#### Consideration of Shelter House Construction Quotes

The City received one bid for the labor to construct the overhang on the shelter house. Motion by Woltman, second by Steinkamp, to reject the bid and to re-bid the project for completion in the fall. Roll call vote: Ayes: Steinkamp, Toms, Woltman. Absent: Moeller, Reis. Motion carried.

#### Lagoon Pay Estimate

Motion by Steinkamp, second by Woltman, to approve Pay Estimate #9 in the amount of \$127,894.19 to Grundman-Hicks for the Lagoon Project. Roll call vote: Ayes: Steinkamp, Toms, Woltman. Absent: Moeller, Reis. Motion carried.

#### Police Department

Police Chief, Royce Kemmann, presented the Council quotes for a new vehicle. Chief Kemmann presented quotes for a Ram 1500 pick-up or a Dodge Durango. Motion by Toms, second by Steinkamp, to approve the purchase of a 2019 Dodge Durango Pursuit AWD from Larry Beckman Motors for \$29,485. Roll call vote: Ayes: Steinkamp, Toms, Woltman. Absent: Moeller, Reis. Motion carried.

Chief Kemmann also presented the Department's monthly "Calls for Service Report" to the Council.

#### Public Works Department Staffing: Resignation of Matt Scheffler

Matt Scheffler has resigned as an employee in the Public Works Department. Matt's last day on the job will be April 24<sup>th</sup>. The City Clerk/Administrator presented a report detailing options for staffing the Public Works Department. Options presented were: (1) Hire two employees and continue to operate as we have in the past; (2) hire a private contractor to operate all or portions of the Water and Wastewater plants and/or systems; (3) work with another City to share staff; and (4) use a part-time affidavit operator to cover as needed. The Council expressed their desire to proceed with hiring at least one Public Works employee and asked that the City Clerk/Administrator continue the study of alternatives. Motion by Woltman, second by Toms, to advertise to fill at least one position in the Public Works Department. Roll call vote: Ayes: Steinkamp, Toms, Woltman. Absent: Moeller, Reis. Motion carried.

#### City Clerk/Administrator Report.

a. Disposal of old street signs: The new street name signs have been delivered. Citizens have shown interest in obtaining old Lake View street signs. Motion by Woltman, second by Steinkamp, to sell old street signs for \$5.00 each. Signs are available on a first-come basis and may not be placed in a location that it may be confused for an actual street sign. Roll call vote: Ayes: Steinkamp, Toms, Woltman. Absent: Moeller, Reis. Motion carried.

b. Roger Brooks Conference: Several representatives of the City of Lake View and two representatives of the Lake View Community Club plan to attend a two-day community development conference in Carroll featuring Roger Brooks. Motion by Toms, second by Steinkamp, that the City pay the \$60.00 registration fee for Connie Aasen and Anji Bennett. Roll call vote: Ayes: Steinkamp, Toms, Woltman. Absent: Moeller, Reis. Motion carried.

c. Mohr Building: The City Clerk/Administrator noted that the City has received a \$100,000 Community Catalyst Grant for the Nate & Kelli Mohr building on Main Street.

Motion by Woltman, second by Toms, to adjourn. On vote: all ayes. Motion carried.  
Meeting adjourned at 7:57 p.m.

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John Westergaard, Mayor

Scott Peterson, City Clerk/Administrator