

Moville City Council –Wednesday, October 16, 2024 at 6:30 pm

Roll Call: Paul Malm, via zoom, John Parks, Bret Hayworth, Jared Rapp, Calvin Mellies all present. Parks motions to approve agenda, seconded by Malm. Ayes, motion carries. Malm motions to approve the minutes from the last meeting, seconded by Mellies. Ayes, motion carries. Rapp motions to approve the bills/claims, seconded by Hayworth. Ayes, motion carries. Parks motions to approve December Treasurer's report, seconded by Malm. Ayes, motion carries.

Guests present include: Chad Thompson, Dave Christensen, Pat Smith, Gene Collins, Dawn Thomas, Brian Sleezer, Angie Sleezer, and Justine Sleezer. No one wishes to speak at Open Forum.

Hayworth motions to approve Resolution 2024-37 approving a minor subdivision plat of JW Collins, seconded by Mellies. Ayes, motion carries. Parks motions to approve Resolution 2024-38 approving and authorizing a form of loan agreement and authorizing for the issuance and levying a tax to pay the notes; approval from the taxation exemption certificate, seconded by Hayworth. Ayes, motion carries. Parks motions to approve the Community Food Bank to utilize the Community Center one Wednesday per month at no charge for community service, seconded by Rapp. Ayes, motion carries.

Mellies motions to approve MYRA moving forward with installing turf pitching areas on ball fields 2 and 3 as long as they maintain the turf themselves, seconded by Rapp. Ayes, motion carries. Hayworth motions to approve MYRA moving forward to spray for weeds at the baseball/softball fields only at MYRA's expense, seconded by Malm. Ayes, motion carries. The Council tables fixing concession stands at soccer fields until an expense update can be presented. The Council tabled the installation of a 4-way stop or caution, children at play sign on Jones Street and Pearl until more evaluation is done and follow up on whether the concrete slab on that corner is the city's and needs to be removed.

Pat Smith gave a brief update on Public Works.

- Pumped 8.8 million gallons of water
- 3.2 million gallons of wastewater
- Flushed hydrants
- Addressed issues with a well
- Repaired water leak on Main Street
- Hauled dirt
- Ran sweeper
- Started Frontage Road Project
- Mowed, fertilized and watered parks and new trees
- Trimmed baseball fields
- Winterized both ball fields and Memorial Park
- Moved brick at Senior Center

Pat Smith gave a brief update from the ISG engineer report on the Water Improvement Systems project. The City will meet again with ISG Engineering in November to review 30% plans, date to be decided.

- Confirmed site and water treatment plant layout
- Kicked off full design to include electrical, mechanical, structure, etc.
- Addressed questions for the DNR review process

The Council tabled Resolution 2024-34 Employee Handbook using machinery/tools until a sub-committee can be formed and meet to discuss actions such as this regarding City Employees.

Mellies motions to approve and add a City Employee focus committee, seconded by Parks. Ayes motion carries. Mellies, Parks and Mayor Linden all agree to sit on this committee and will set up a meeting with department supervisors to discuss employee hot topics before bringing them to the Council.

Building Inspector Dave Christensen gave a brief update.

- Fence sidewalk, egress window and driveway Permits
- September billing was \$7594.12
- Total billed from July-September was \$31,042.15

Christensen explains his lengthy job process to the Council once an International Property Maintenance Code has been violated or a Zoning violation has taken place at a residency or business within the City limits. Nuisance Abatement Procedure:

Step 1. Acquire photographs of potential violations on properties. (Note: Always stay in the car, on the street.)

Step 2. Print out pictures and make notes on the printed photographs with a red sharpie or ball-point (red) pen, pointing out the things in question.

Step 3. Construct a courtesy letter informing the property owner that there is an issue and to please take care of it as soon as possible.

(Have the City Clerk send the letter and provide a copy to the City Clerk for their records. Christensen's cell phone number is always on the letters for anyone to discuss, question or appeal.)

Step 4. (Approximately 30 days later) Repeat steps 1-3; only this time, instead of a courtesy letter, draft an Official Notice, informing them of the statute(s) they are in violation of, give them another 30 days to rectify the issues and inform them of their right to a hearing.

(Have the City Clerk send the letter, Certified/Return and provide a copy to the City Clerk for their records.)

Step 5. (Approximately 30 days after the Official Notice) Get new pictures of the property. If the violation is still present, print out the "rap-sheet" for the property, showing all the activity on that property, along with the Official Notice and corresponding mark-ups, the most recent courtesy letter and corresponding mark-ups and take it to the City Attorney.

Step 6. The City Attorney prepares the paperwork for a citation and presents that paperwork to the Mayor for signature and approval.

Step 7. The citation is entered into the court records and a notice to the defendant is sent out, ordering them to respond to the court.

Mayor Linden addressed the Council stating we are not accepting new 28E Agreements at this time but that Gilmore City and Oto will be put on a waiting list.

Mayor and Council concerns were discussed. Next Budget meetings are set for Wednesday, November 6th at 6:30 pm.

With no further business Rapp motions to adjourn at 7:39pm, seconded by Malm. Ayes, motion carries-meeting closed.

Michaela Peterson
City Clerk

Scott Linden
Mayor