

**CITY OF COLFAX  
COUNCIL MINUTES  
May 8, 2017**

The City Council of the Colfax, Jasper County, Iowa, met on May 8, 2017 at the Fire Station in regular session at 7:00 p.m. Mayor David Mast presided. Roll was called showing members present and absent:

Present: Karla Jones, Brad Magg, Bryan Poulter, Curtis Small, Wes Snyder

Absent: None

Staff present: Police Chief Andy Summy, Public Works Director Bob Rhone and City Clerk Nancy Earles.

Jones moved to approve the agenda, amending it to remove Item 6f, resolution to hire Rick Nichols as a part time police officer. Magg seconded, roll call, motion carried unanimously.

No one appeared for Public Comment.

Reports from staff:

Library – no report.

City Engineer – no report.

Police Chief Any Summy – Officer Sickels graduated from the Iowa Law Enforcement Academy.

Public Works Bob Rhone – written report.

EMS Services Brandon Bruxvoort – written report.

Park Board – no report;

Code Enforcement– no report.

Main Street Director Rebecca Evans – Working to put together a historic preservation committee. They have applied for a grant to pay for services to make the application for Historical Downtown District designation.

Auxiliary Park Board– Received a Prairie Meadows grant for banners along Hwy 117. All elementary students will have visited Quarry Springs by the end of the school year. June 3<sup>rd</sup> is the Kids Fishing Derby and June 10<sup>th</sup> is Rock the Quarry concert.

At 7:08 p.m. Mayor Mast announced that now is the time and place for the Public Hearing regarding the FY 2016-17 proposed budget amendment. No one addressed the Council and no written correspondence was received regarding the proposed budget amendment. The public hearing was adjourned at 7:09 p.m.

Poulter introduced and moved for the adoption of Resolution 5-8-2017#1, “A RESOLUTION TO APPROVE THE FY 2016-17 BUDGET AMENDMENT AND DIRECT THE CITY CLERK TO FILE WITH THE JASPER COUNTY AUDITOR.” Snyder seconded, roll call, resolution carried unanimously.

At 7:10 p.m. Mayor Mast announced that now is the time and place for the Public Hearing regarding the 2017 STREET REHABILITATION PROJECT. The following bids were received:

DM Asphalt & Paving	\$177,004.00
Paco Construction LLC	\$181,161.19
Blacktop Service Co.	\$198,107.80
Manatts, Inc	\$206,945.85
Hills Bros Asphalt	\$234,104.00

**Minutes**  
**May 8, 2017**  
**Page 2**

No one addressed the Council and no written correspondence was received regarding the proposed 2017 STREET REHABILITATION PROJECT. The public hearing was adjourned at 7:11 p.m.

Magg introduced and moved for the adoption of Resolution 5-8-2017#2, "A RESOLUTION TO ACCEPT THE RECOMMENDATION OF CITY ENGINEER STEVE KLOCKE TO AWARD THE CONTRACT TO DES MOINES ASPHALT & PAVING IN THE AMOUNT OF \$177,004.00." Small seconded, roll call, resolution carried unanimously.

Small introduced and moved for the adoption of Resolution 5-8-2017#3, "A RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING ON PROPOSAL TO ENTER INTO A GENERAL OBLIGATION STREET IMPROVEMENT LOAN AGREEMENT AND TO BORROW MONEY THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$275,000 FOR JUNE 12, 2017." Poulter seconded, roll call, resolution carried unanimously.

Jones introduced and moved for the adoption of Resolution 5-8-2017#4, "A RESOLUTION DIRECTING THE CITY CLERK TO SET UP AN EQUIPMENT REVOLVING FUND WITH FIRST STATE BANK IN COLFAX." Magg seconded, roll call, resolution carried unanimously.

Poulter introduced and moved for the adoption of Resolution 5-8-2017#5, "A RESOLUTION AUTHORIZING THE INSTALLATION OF THE SEWER LINE ON EAST WASHINGTON STREET (BETWEEN LINCOLN AND OAK PARK) AND REPAIR THE ASPHALT AT A COST NOT TO EXCEED \$43,000.00 WITH HOOKUP FEES TO BE WAIVED FOR HOMEOWNERS CONNECTING TO THE SERVICE AT THE TIME OF INSTALLATION." Snyder seconded, roll call, resolution carried unanimously.

Magg introduced and moved for the adoption of Resolution 5-8-2017#6, "A RESOLUTION TO APPROVE THE FEE INCREASE OF \$5.00 FOR SINGLE AND \$10.00 FOR FAMILY SWIMMING PASSES PURCHASED AFTER JUNE 12<sup>TH</sup> OF EACH YEAR." Small seconded, roll call, resolution carried unanimously.

The following quotes were received for a skid steer:

- John Deere 323E      \$35,850.00
- Case TR270-T4      \$34,250.00
- Caterpillar 259D    \$39,612.68
- Takeuchi TL8        No quote

The Public Works Director recommended purchasing from the local vendor due to the various options on the skid steer.

Small introduced and moved for the adoption of Resolution 5-8-2017#7, "A RESOLUTION TO PURCHASE A JOHN DEERE 323E SKID STEER FROM VAN WALL EQUIPMENT AT A COST OF \$35,850.00." Magg seconded, roll call, resolution carried unanimously.

Small moved to direct staff to provide a letter of support from the Council for the Historic Main Street application. Jones seconded, roll call, motion carried unanimously.

**Minutes**  
**May 8, 2017**  
**Page 3**

Magg introduced and moved for the adoption of Resolution 5-8-2017#8, "A RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE 28E AGREEMENT PROVIDING FOR USE OF OUTSIDE LAW ENFORCEMENT AGENCIES WITH THE CITY OF NEWTON." Small seconded, roll call, resolution carried unanimously.

Poulter introduced and moved for the adoption of Resolution 5-8-2017#9, "A RESOLUTION APPROVING A SALARY INCREASE PER UNION CONTRACT TO \$1,506.40 FOR SUCCESSFUL COMPLETION OF 6 MONTHS OF EMPLOYMENT EFFECTIVE MARCH 21, 2017 AND A SALARY INCREASE TO \$1,705.00 FOR SUCCESSFUL COMPLETION OF THE IOWA LAW ENFORCEMENT ACADEMY EFFECTIVE APRIL 14, 2017 FOR POLICE OFFICER WILLIAM SICKELS." Snyder seconded, roll call, resolution carried unanimously.

Magg introduced and moved for the adoption of Resolution 5-8-2017#10, "A RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE 28E SAFETY COALITION OF CENTRAL IOWA CITIES (SCCIC) 28 E AGREEMENT." Small seconded, roll call, resolution carried unanimously.

Magg introduced and moved for the adoption of Resolution 5-8-2017#11, "A RESOLUTION APPROVING THE POOL EMPLOYEE HANDBOOK AMENDING THE SECTION DEFINING WHEN THE POOL MAY BE CLOSED TO READ - THE POOL WILL ONLY BE CLOSED FOR LOW PARTICIPATION WITH THE APPROVAL OF THE MANAGER." Jones seconded, roll call, resolution carried unanimously.

Magg introduced and moved for the adoption of Resolution 5-8-2017#12, "A RESOLUTION DIRECTING STAFF TO INVESTIGATE REPAIR OPTIONS FOR THE BATH HOUSE ROOF. IF COST IS UNDER \$5,000.00, STAFF IS TO PROCEED WITH THE REPAIRS." Small seconded, roll call, resolution carried unanimously.

Small moved to adopt the following donation policy: The City will make no donations with taxpayer funds letting the individual taxpayer personally decide which organizations they wish to make a private donation. Magg seconded, roll call, motion carried unanimously.

Poulter introduced and moved for the adoption of Resolution 5-8-2017#13, "A RESOLUTION TO APPROVE THE LIBRARY BOARD'S RECOMMENDATION TO HIRE MS. KAREN KOLLASCH AND MS. KAREN PIERCE AT A RATE OF \$11.00 PER HOUR AS PART TIME LIBRARY EMPLOYEES." Snyder seconded, roll call, resolution carried unanimously.

No bids were received on the property located at 217 E. Front Street. Magg moved to direct staff to re-advertise the property with a minimum bid of \$500.00 with the right to reject any or all sealed bids. Small seconded, roll call, motion carried unanimously.

Small introduced and moved for the adoption of Resolution 5-8-2017#14, "A RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT FOR THE ENGINEERING SERVICES AGREEMENT WITH VEENSTRA & KIMM INC. WITH THE RATES OF \$133.00 OR \$81.00 PER HOUR BASED ON REVIEWING ENGINEER'S RATE AT A COST OF

**Minutes**  
**May 8, 2017**  
**Page 4**

\$1,026.50 FOR THE REPORT TO BE PAID FROM LOCAL OPTION SALES TAX.” Magg seconded, roll call, resolution carried unanimously

Discussion was held on the 15 E. Howard Street property. Council had consensus to hold a workshop on May 24 at 6:00 p.m. to discuss the property in depth.

Magg moved to approve the Consent agenda. Small seconded, roll call, motion carried unanimously.

- a. Minutes: Council Minutes dated 4-10-2017 and 4-11-2017; Council Workshop 5-3-2017.  
BOARDS AND COMMISSIONS: None.
- b. Resolution No. 5-8-2017#15, “RESOLUTION APPROVING BILLS AND TRUST TRANSFERS.”
- c. April 2017 Police Report
- d. March 2017 Financial Reports from City Clerk and City Treasurer.
- e. Liquor License: W T J Inc (Shugars)
- f. Liquor License: Thirsty Turtle – Pending Receipt of Dram Shop Liability
- g. Liquor License: Kum & Go #32

Meeting adjourned at 7:32 p.m.

**David Mast**  
**Mayor**

**ATTESTED TO:**

**Nancy Earles**  
**City Clerk**