

Glenwood City Council Committee Meeting Minutes

August 22, 2023

Glenwood City Council met for committee meetings on Tues, 8.22.23 at 6:00 pm in Council Chambers prior to the City Council meeting with the following present Mayor Pro Tem Dan McComb; Council Members present: Donnie Kates, Laurie Smithers, Jeremy Rodman was present at 6:00 and Holly Jackson arrived at 6:07 pm. City employees present: Fire Chief Gray, Jessica Alley, Amber Farnan, Tara Painter, Chief Johansen; Guests: Joe Foreman, Devin Embray and Jennie Davis

Committee meetings are for discussion only, no action is taken, but a quorum is usually present. Action, if any, will be taken during the Council Meeting following the committee meetings or at another scheduled council meeting.

Public Admin

- Chamber Director Jennie Davis discussed food truck parking around the square, expressed concerns for restaurants around the square, safety and availability of parking
- Dr. Embray stated concerns of having a food truck parked across the street from the high school at the rec complex and noted that joint permission would need to be granted (school & city) for a food truck parked at the Glenwood Aquatic Center
- Discussed the possibility of a one day/week food truck permit, currently only 6 months & 1 year available
- Council members expressed concerns regarding changing the food truck ordinance, allowing parking around the square, & permit length, changes discussed would require more staff time & attention for City Hall & PD if parking or safety issues were presented
- Discussed reviewing the code of ordinance draft from Simmering-Cory Codification, Council will begin reviewing at each meeting, department heads will review chapters relevant to their departments, Farnan would like the review process to be completed by end of year

Meeting ended at 6:55pm

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Glenwood City Council met in regular session on Tues, 8.22.23 at 7:00 pm in Council Chambers Mayor Pro Tem Dan McComb called the meeting to order with the following Council Members present: Donnie Kates, Laurie Smithers, Holly Jackson, and Jeremy Rodman. City employees present: Fire Chief Gray, Jamey Clark, Amber Farnan, Jessica Alley, Chief Johansen, and Tara Painter; Guests: Joe Foreman, Jennie Davis, Mark Hughes, Jim Hughes, Dick Davis, Jack & Carolyn Williams, Brad Oliver; virtually: Bob Wray, & Aaron Ling; Mayor Kohn was absent.

Motion Jackson/2nd Kates to approve the Consent Agenda as printed: Agenda, Abstract of Claims #4, Minutes of 8.8.2023, Parea Temp Liquor License for Homecoming Street Dance on 9.16.2023, Resolution 3644 Accepting Dedication of Maplewood Circle, Resolution 3645 Accepting Dedication of Oak Ridge Drive & Oak Ridge Lane; Ayes- 5 Nays- 0 motion carried

Jack & Carolyn Williams, Dick Davis- proposed the stop signs going in at 4th and Elm St should be a 4-way stop instead, Chief Johansen and PW Director Jamey Clark explained safety concerns with a stop sign so close to the crest of the hill on Elm, will research stopping distance requirements

Mayor Pro Tem McComb opened the public meeting regarding the Adoption of FY24 Budget Amendment at 7:14pm; no written or oral comments received from the public prior to the meeting and no oral comments made at the public hearing, public hearing closed at 7:15 pm

Motion Jackson/2nd Smithers to approve Resolution 3642 Adopting FY24 Budget Amendment; Ayes- 5 Nays- 0 motion carried

Motion Smithers/2nd Jackson to approve Resolution 3641, Resolution Calling an Election on the Proposition of Imposing a Hotel and Motel Tax; Ayes- 5 Nays- 0 motion carried

Motion Jackson/2nd Smithers to approve the Third Reading of Ordinance 930- an Ordinance Amending the Code of Ordinances pertaining to Vehicle Stop Requirements within the City. (Adding Stop Signs on 4th, Elm & Nuckolls Streets); to be formally adopted after legal publication by law; Ayes- 5 Nays- 0 motion carried

Motion Smithers/2nd Kates to approve Joint Participation Agreement with SWIPCO for SWITA services Ayes- 5 Nays- 0 motion carried

Motion Kates/2nd Jackson to approve finalized DTR Contract with Curtis Architecture; Ayes- 5 Nays- 0 motion carried

No action was taken on the Development Agreement for 2 N. Walnut St, Upper Story Grant

Sealed Bids for PD 2011 Chevy Tahoe- Chief Johansen opened 3 sealed bids: Tim Caya bid \$3,607.00, Ringwood Motors bid \$1,280.00, and Emergency Remarketing bid \$1,688.00

Motion Jackson/2nd Smithers to table selling 2011 Chevy Tahoe until further price research is done by Chief Johansen; Ayes- 5 Nays- 0 motion carried

Action items from committee meeting discussions

Public Admin

Jackson reported on Food Truck parking on the Square and on public property & assessing draft of Code of Ordinance book, no action was taken

Smithers reported on request to amend Food Truck permits to include 1 day or 1 week options, no action was taken

Department Reports

Public Works Director Clark - Parking spots painted on 8.18.23

Police Chief Johansen- 8.18.23 vandalism was reported on Louise Ave, traffic signs, at Glenwood Lake Park, the school, and asphalt; suspect apprehended 8.21.23; Cultivate Community had great turnout, will host again next year

Library Director Painter- library now has all public spaces open, preparing for early out Wednesdays

Fire Chief Gray- 73 calls since the last Council, 52 in city limits; abandoned Green St property has a hole in roof, overgrown, backyard is 3-4 ft high; P&Z discussing Abandoned/Vacant Property Registry

Motion Jackson/2nd Kates to move forward with discussing Abandoned Green St property with City Attorney; Ayes- 5 Nays- 0 motion carried

Motion Kates/2nd Jackson to approve Resolution 3643 Setting Glenwood Fire Department Fees; Ayes- 5 Nays- 0 motion carried

Motion Kates/2nd Smithers to move forward with City of Glenwood beginning 28E agreement negotiations with townships and tier agreements with surrounding EMS providers; Ayes- 5 Nays- 0 motion carried

Motion Smithers/2nd Kates to Approve Glenwood Volunteer Fire Association to hold gun raffle; Ayes- 4 Nays- 1 (Rodman) motion carried

Motion Kates/2nd Jackson to Approve Digitized Zoning Map; Ayes- 5 Nays- 0 motion carried

Admin Farnan- Aquatic Center will be open 8/26 - 8/27 and 9/2 - 9/4 weather, staff, and attendance permitting; discussed stop light traffic study being an option for Sivers Rd & E Sharp St, cannot put light in without study per Iowa DOT; HUD, SWIPCO, IEDA, Hughes, Overhue, and Farnan toured 2 Mark Hughes houses, Elm St Apts and 6th St project; 6th St road reconstruction planned to start in Sept - from Elm St West to the 1200 blk of 6th will add curb/gutter & sidewalk on south side, HGM will notify affected residents

Motion Kates/2nd Jackson to Approve Signature authorization for alternate signatories, authorizing Mayor Pro Tem & City Administrator to sign documents for CDBG grants; Ayes- 5 Nays- 0 motion carried

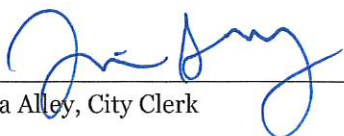
Motion Jackson/2nd Kates to approve July 2023 Financials; Ayes- 5 Nays- 0 motion carried

Motion Kates/2nd Jackson to approve: Revised Pay Request 2 for Project 19-DRH-016 - 110 Nuckolls St in the amount of \$31,566.26 instead of \$26,231.81, Revised Pay Request 6 for Project 19-DRH-001 - 712 Lofts in the amount of \$114,375.52 instead of \$114,375.00, & Revised Pay Request 4 for Project 19-DRH-002 - 308 N Hazel St in the amount of \$30,653.67 instead of \$29,009.00; Ayes- 5 Nays- 0 motion carried

Mayor Pro Tem McComb gave a brief update on Mayor Kohn

Motion Jackson/All in favor vote to adjourn meeting at 8:21 pm; Ayes- 5 Nays-0 meeting adjourned

Attest:



Jessica Alley, City Clerk



Mayor Ron Kohn

