

**UNIVERSITY HEIGHTS CITY COUNCIL**

**TUESDAY MARCH 11, 2003**

**FOLLOWING THE PUBLIC HEARING AT 7:00 P.M.  
ON THE FY03 BUDGET**

**AT**

**CITY OF UNIVERSITY HEIGHTS CITY OFFICE  
1004 MELROSE AVENUE**

**AGENDA**

Call to Order.

Minutes of February.

Public Input.

Other Business: June Judge representing Compeer.  
Consideration of City Council Vacancy.  
Discussion: 20 MPH Speed Limit Near Horn School

Treasurer's Report. Payment of Bills.

Mayor's Report.

Clerk's Report.

Legal Report.

Engineer's Report.

Police Report.

Committee Reports: Finance  
E-Government  
Building, Zoning and Sanitation  
Community Protection  
Street and Sidewalks  
JCCOG

Next Meeting: April 8, 2003

Gloria Jacobson, Mayor

Telephone: 338-3489

March 11, 2002

Mayor Jacobson called to order a public hearing on the proposed FY 03/04 budget at 7:05 p.m.

**Present:** Mayor Jacobson; Council Members From, Gay, Giese, Schoenmaker, Wood; Attorney Ballard; Chad Lambi, Shive-Hattery Engineers & Architects; Police Chief Shimon; Treasurer Reitz; Clerk Birk.

**Others Present:** Stan Laverman; Sherri Zastrow, Compeer.

**Absent:** None.

**ALL VOTES UNANIMOUS UNLESS OTHERWISE STATED.**

No public or written comments about the budget were received.

Upon motion the public hearing was closed at 7:06 p.m.

Mayor Jacobson called to order a regular meeting of the Council at 7:07 p.m.

**MOTION** by Gay, second by Giese, to approve the minutes of the regular meeting in February, as corrected.

Carried.

**OTHER BUSINESS:** Sherri Zastrow provided information on the Compeer program, which utilizes community volunteers as companions for individuals with a mental illness. Those interested in more information can phone the Community Mental Health Center.

The FY03/04 budget was discussed. Steve Kuhl of Greenwood and Crim said that the revisions to the budget discussed last month were applied and that the budget was ready for approval. A small surplus of \$4300 will be realized. Council Member From asked Council to consider using surplus funds to add leaf vacuuming to the budget. This will be discussed at a later time.

Total expenditures are expected to be \$541,581. The total tax levy rate will be 10.44133, which includes the maximum levy of 8.10 plus other permissible levies for insurance, FICA and IPERS, and police benefits.

**MOTION** by Giese, second by From, to approve the FY03/04 budget as published.

Carried.

The police would like to have school zone signs posted on Oakcrest and Koser near Horn school to alleviate speeding in this area.

**MOTION** by From, second by Wood, to declare the areas of Oakcrest, between Sunset and Koser, and Koser, between Highland and the school, as a school zone and to post signs limiting the speed to 20 mph between 8:00 am and 5:00 pm Monday through Friday.

Carried.

**TREASURER'S REPORT:** Treasurer Reitz distributed the report for February. An auditor from IPERS will meet with Treasurer Reitz on March 20. She discussed changes in Iowa law concerning IPERS and part-time elected officials.

Treasurer Reitz asked to return to the policy of issuing paychecks once per month, which would result in significant cost saving.

**MOTION** by From, second by Schoenmaker, to use a monthly payroll schedule for City employees.

Carried.

**MOTION** by Wood, second by Giese, for payment of all the bills.

Carried.

### WARRANTS – FEBRUARY

Num	Name	Memo	Amount
EFT	Paul J. Moore, Melrose Ave Bldg	Gen:P&A-City Office-Rent	650.00
EFT	Electronic Engineering	Gen:CP:Police pager	61.75
13804	Wal-Mart	Gen:P&A:Facility supplies-vacuum bags	5.85
13788	City of Iowa City	Gen:HCE-Bus Service/CP:Vehicle Fuel	2,474.56
13789	Radar Road Tec	Gen:CP:Police Veh Maint-1Radar Cert	30.00
13790	Carousel Ford	Gen:CP:Police vehicle Maint.	295.47
13791	Hugh Lewis	Gen:HD:Library Card	75.00
13792	Staples	Gen:CP:Police supplies/shipping	154.61
13793	Copyworks	Gen:CP:Police /Treasurer printing	33.67
13794	Iowa Paper & Chemical	Gen:P&A:Facility supplies-towels/tp	66.85
13782	Ed. Roehr Safety Products	Gen:CP:Police vehicle equip-light bar parts	19.35
13783	American Patch and Pin	Gen:CP:Police uniforms (Forffunds)	280.00
13784	Wertjes Uniforms Police Supply	Gen:CP:Police uniforms-seal,shirt	49.99
13785	Phillips Medical Systems	Gen:CP:Police:supplies-forffunds-defibpads/batpck	241.00
13786	Business Radio Sales	Gen:CP:Police Equipment-roof ant. install	357.00
13787	Westport Touchless Autowash	Gen:CP:Police Vehicle wash/maint	10.00
13795	VISA	Gen:P&A:Treasurer postage	37.00
13796	Johnson County Refuse, Inc.	Gen:HCE:Trash/Recycling	1,365.00
13798	Shive Hattery	SR:HCE:Engineering Fees	2,092.60
13799	Zephyr Copies	Gen:P&A:Copy Reports	14.30
13800	Virginia Kehoe	Gen:HD:Library Card	75.00
13801	Jami Hartwig	Gen:HD:Library Card	75.00
13802	Mary Schlapkohl	Gen:HD:Library Card	75.00
13803	SEATS	Gen:HCE:Seats Service	615.16
13805	Johnson County Refuse, Inc.	SR:HCE:Snow Removal	2,300.00
13806	Iowa City Press-Citizen	Gen:P&A:Publications	190.14
13807	Fesler's Inc.	Gen:CP:police Supplies-fingerprint pad	5.85
13808	Robert Soper	Gen:HD:Library card	75.00
13815	NAPA Auto Parts	Gen:CP:Vehicle maint:coil, oil filter, sparkplugs	81.49
13809	Egli, Jon-Thomas P	Gen:CP:Police Wages	807.41
13810	Griffin, Paul J.	Gen:P&A:Facilities maintenance	63.82
13811	Kempnich, Brian P	Gen:CP:Police Wages	251.32
13812	Sedivec, John A	Gen:CP:Police Wages	573.63
13814	Collection Services Center	Child Support	182.00
13816	Stange, Steven R.	Gen:CP:Police Wages -one week, 24-31/January	153.83
13817	Stange, Steven R.	Gen:CP:Police Final One Month lump sum	576.62
13818	Shimon, Brian S.	Gen:CP:Police Wages (inc\$103.75 cleaning-5 wks)	881.41

EFT	McLeod USA	Gen:P&A:Phone	115.30
EFT	MidAmerican Energy	Gen/SR:P&A G&E,CP-Traffic/Street lights	892.09
13819	Birk, Patricia	Gen:P&A:Clerk Salary	341.68
13820	Reitz, Sharyn H.	Gen:P&A:Treas Salary/GASB Conv. Hours (25)	606.28
13821	Egli, Jon-Thomas P	Gen:CP:Police Wages	807.41
13822	Sedivec, John A	Gen:CP:Police Wages	573.63
13823	Kempnich, Brian P	Gen:CP:Police Wages	372.24
13824	Shimon, Brian S.	Gen:CP:Police Wages	838.48
13825	Collection Services Center	Child Support	182.00
13826	IPERS	IPERS Monthly Payment	1,354.29
13827	IOWA STATE BANK & TRUST CO	941 Payment-1st Qtr	2,149.60
13769	Nadine Hardy	Gen:HD:Library Card	75.00
	<b>TOTAL</b>		<b>23,604.68</b>

INCOME	GENERAL	DEBT SERVICE	TOTAL
<b>TOTAL INCOME</b>	7,268.62	459.81	<b>7,728.43</b>

**MAYOR'S REPORT:** The Mayor attended a meeting of the Johnson County Conference Board. A public hearing to approve their budget was held. The assessors visit individual cities every ten years; University Heights will be visited in 2004.

The Mayor said that she had been remiss in orienting new Council Members to their role as advisors and overseers of the City. She said that historical facts about the City should be shared, and as an example mentioned that money from University Heights paid half of the cost for the traffic signal at Sunset and Benton Streets.

Council Member Gay, who has resigned his Council seat, was presented with a framed memento in appreciation of his years of service as a Council Member. Mayor Jacobson and Council Member From thanked him for serving.

Attorney Ballard explained the options available to the City for filling the vacancy created by Council Member Gay's departure. One way is to hold a special election. Another option is to give notice of the intention to appoint someone to fill the vacancy. In similar situations in the recent past Council has chosen to appoint; candidates have stepped forward and the expense of holding an election is saved. Council directed Attorney Ballard to publish a notice of their intention to appoint.

**MOTION** by Schoenmaker, second by Giese, to direct publication of intent to appoint a Council Member.

Carried.

Mayor Jacobson said that Council would consider applicants and their resumes at their regular April meeting.

**CLERK'S REPORT:** The Clerk announced her resignation. The Mayor asked all Council Members to think of candidates for the position.

**ENGINEER'S REPORT:** The application for the MS4 NPDES Permit was completed and submitted to the DNR. The storm sewer map phase of the MS4 project is completed. There was a water main break on Melrose, near George Street. Engineer Lambi asked about ownership of the City water system. Attorney Ballard said that the City owns the system and has assigned the rights and responsibility for it to Iowa City.

Engineer Lambi suggested that Council should formally adopt an updated version of municipal design standards, the code of standards that contractors must follow. The updated version of

this code addresses erosion control regulations and stormwater control regulations, policies the City needs for the MS4 project. He will bring a draft ordinance to the April Council meeting. The City of Burlington regulates vehicle weight in the same manner as was recently adopted in University Heights. Engineer Lambi has been in contact with them regarding the wording on their traffic signs regarding this.

The timing of the traffic signal at Sunset and Golfview was adjusted and appears to have improved the wait for southbound traffic on Golfview.

**LEGAL REPORT:** Attorney Ballard received the signed copy of the agreement with Iowa City for dispatch services. He and the chairman of the zoning commission, Pat Bauer, will meet with Bernie Mauch of the Athletic Club to discuss development plans. More payments for rental permits were received.

**POLICE REPORT:** Chief Shimon gave the police report. The police are privately providing occasional off-duty security at a residence for a fee of \$20 per hour. They had a meeting with Coralville police and firemen to establish protocol. The ILEA wants Chief Shimon to assist with Taser training in Des Moines on March 26. Assistant chief Sedivec will assist Chief Shimon. Mayor Jacobson commended the police for the way they handled the removal of a child from a residence. An elderly woman and a dog were also removed.

**COMMITTEE REPORTS:**

**E-GOVERNMENT:** The website would need renewal in August. There have been over six thousand visits to the website.

**FINANCE:** Council should begin to discuss amending the FY03 budget in April. Council Member Wood discussed changing committee responsibilities somewhat to coincide with the restructured budget report. No change will be made at this time,

**BUILDING, ZONING & SANITATION:** The addresses of eleven properties that may be rentals were forwarded to Ken Schweitzer.

**FIRE AND POLICE:** Brian Kempnich will start attending the police academy on April 17. It was planned that he attend in the Fall; however the academy called and said that he would need to attend in April to fill a slot in a class. The payment for the training will not need to be paid in FY03, but the cost of Kempnich's food will.

**MOTION** by Gay, second by Wood, to pay \$637.98 to Hy-Vee for meals for Brian Kempnich while he attends the Iowa Law Enforcement Academy from April 17 to July 11.

Carried.

Kempnich will be paid \$9.00 per hour for a 40 hour week while in training.

**STREET AND SIDEWALKS:** Complaints about unshoveled sidewalks were received after the last snow. Warning letters were sent, and sidewalks were shoveled by Steve Smith Snow Removal and the cost will be assessed to the property owner. Snow removal policy was discussed. Engineer Lambi suggested giving residents the benefit of the doubt before ordering snow removal.

**JCCOG:** Council Member Schoenmaker attended a Johnson County Emergency Management meeting on February 26. Tom Hansen is the local representative for Homeland Security. A new Hazmat vehicle will be delivered this summer. A stockpile of pharmaceuticals will be maintained in Johnson County.

Upon motion the Council adjourned at 9:11 p.m.

Approved \_\_\_\_\_  
Gloria N. Jacobson, Mayor

Attest \_\_\_\_\_  
Patricia Birk, Clerk

**NOTE: Minutes subject to approval and corrections.**