

UNIVERSITY HEIGHTS CITY COUNCIL

TUESDAY JULY 10, 2001

7:00 P.M.

AT

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

AGENDA

Public Hearing to Consider Street Improvements followed by the Regular Meeting.

Call to Order.

Minutes of June.

Other Business: Consideration of Ordinance No. 115, adopting by reference provisions of the
Iowa Code regulating traffic and repealing portions of Ordinance No. 102.

Public Input.

Treasurer's Report. Payment of Bills.

Mayor's Report.

Clerk's Report.

Legal Report.

Engineer's Report.

Police Report.

Committee Reports: Finance
 Building, Zoning and Sanitation
 Fire and Police
 Street and Sidewalks
 JCCOG

Next Meeting: August 14, 2001

Gloria Jacobson, Mayor

Telephone: 338-3489

University Heights, Iowa

July 10, 2001

1004 Melrose Avenue

Mayor Jacobson called to order a public hearing to consider street improvements at 7:02 p.m.

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

Others Present: Paul Moore; David Wood; Chris Huebener.

Absent: Council Member Jones.

ALL VOTES UNANIMOUS UNLESS OTHERWISE STATED.

Engineer Lambi said that this year's street improvements include rebuilding some of Mahaska Court and widening the intersection on Melrose Avenue at Sunset Street to add a left-turn lane. Estimated cost is \$36,647. There were no further questions from Council Members as this was discussed when Council approved the budget. No public comment was received.

Upon motion the public hearing was closed at 7:04 p.m.

Approved _____
Gloria N. Jacobson, Mayor

Attest _____
Patricia Birk, Clerk

NOTE: Minutes subject to approval and corrections.

Mayor Jacobson called to order a regular meeting of the Council at 7:05 p.m.

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

Others Present: Paul Moore; David Wood; Chris Huebener.

Absent: Council Member Jones (who arrived at 8:20 p.m.); Police Chief McDonald.

MOTION by Martin, second by From, to approve the minutes of the regular meeting in June.
Carried.

OTHER BUSINESS: Mayor Jacobson announced that Council was privileged to have an honored guest this evening: Paul Moore. He has served the University Heights community for over twenty years. He has been the electrical inspector, and on his own has undertaken maintaining City property. Mayor Jacobson acknowledged Mr. Moore as a wealth of information, and presented him with a clock as a token of the City's appreciation for all his work.

Attorney Ballard distributed a memo that discussed proposed Ordinance No. 115. This ordinance would incorporate certain state traffic laws into the City municipal ordinances. Cities are allowed to adopt portions of the Iowa Code "by reference" which means the City can refer to sections of the Iowa Code without incorporating the corresponding text into its ordinances. Penalties for many of these traffic violations are set by the Iowa legislature.

Attorney Ballard said that three ordinances would need to be adopted. The first would make reference to the rules of the road and other scheduled violations; the second would preserve the portions of the current ordinance that are specific to University Heights and would repeal the existing ordinance; the third would prohibit activity that is penalized by a fine of more than \$100.

Before the City can adopt portions of the Iowa Code by reference, a public hearing must be held. Attorney Ballard will publish notice of this public hearing. It will be held on August 13, before the regular City Council meeting.

MOTION by From, second by Martin, to set a public hearing to consider adoption by reference of portions of the Iowa Code.

Carried.

PUBLIC INPUT: Chris Huebener, who lives at 24 Koser Avenue, asked for permission to remove a tree in the parking area of her residence. They plan to construct a new garage in the rear yard, and a driveway would be built where the tree now stands. The existing driveway will be closed.

MOTION by From, second by Martin, to authorize removal of a tree in the parking at 24 Koser Avenue and re-cutting of the driveway in accordance with approved municipal standards.

Carried.

TREASURER'S REPORT: Treasurer Reitz distributed the report for June, which is the FY2000 ending report. The total over-budget increase for the year was \$41,982.94, which was taken from the City's reserve fund. The DOT Road-Use Report and Annual Report forms have been delivered to Steve Kuhl. She requested that staff turn in charges early enough for the bills from a current fiscal year to be paid at the June meeting. There was discussion about combining police officer's weapon, ammunition and uniform allowances into one fund. This will be discussed at the August meeting after Council Member Gay has an opportunity to discuss this with Chief McDonald. Whether or not to carry over positive and negative balances in these funds will also be discussed then. Treasurer Reitz pointed out that weapons

are categorized in the equipment fund and uniforms and ammunition are categorized more as disposable items. City purchase and ownership of weapons was discussed, as was City purchase of ammunition, and will be considered for the next fiscal year.

MOTION by Martin, second by Schoenmaker, for payment of all the bills.

Carried.

WARRANTS – JUNE 2001

Num	Name	Memo	Amount
12594	Paul J. Moore, Melrose Avenue Building	Gen:P&A-Rent	650.00
12593	SEATS	Gen:HD:Seats Service	591.50
12616	Omer Letts	Gen:P&A:Bldg. Inspect. Fees	135.00
12617	Stange, Steven R.	Gen:CP:Unif Allowance- Fesler's flashlight/case	91.92
12618	Shive Hattery	Gen:HCE:Engineering Fees	2,838.40
12619	Phillips 66 Company	Gen:CP:Vehicle Maintenance/Supplies	10.00
12620	Iowa City Press-Citizen	Gen:P&A:Publications	123.13
12621	Louise From	Gen:P&A:Copying notice for new recycling bins	22.20
12622	Copyworks	Gen:P&A:Copying/Council Meeting	20.48
12623	City of Iowa City	Gen:P&A:Water/Sewer	15.03
12624	City of Iowa City	Gen:HD:Parks:Water/Service	27.47
12626	City of Iowa City	Gen:HCE:Bus Service/CP Fuel/Hydrant Flush	3,211.94
12627	Fesler's Inc.	Gen:CP:Vehicle Equipment-switch box	252.66
12628	Greenwood and Crim, P.C.	Gen:P&A:Accounting:Budget Amendment	200.00
12629	Leff, Hauptert, Traw & Willman, L.L.P.	Gen:P&A:Legal Fees	9,411.00
12630	U.S. Cellular	Gen:CP-cell phone	120.07
12631	MidAmerican Energy	Gen:Office Electric/SR:Street and Stoplights	889.34
12632	McCune, Garry W.	Gen:CP:Uniform All./Boots-Kieck's	84.95
12633	McDonald, Robert F.	Gen:CP:Weapons/Ammunition allowance	497.00
12634	Business Radio Sales	Gen:CP:Vehicle Equip-scanner antenna	34.70
12637	Birk, Patricia	Gen:P&A/CP:supplies-trash stickers	10.00
12638	Johnson County Treasurer	Gen:CP:Sheriff/Radio contract	1,666.25
12639	Westport Touchless Autowash	Gen:CP:Vehicle Wash	36.00
12640	McLeod USA	Gen:P&A:Phone	114.38
12642	Iowa City Press-Citizen	Gen:P&A:Publications	287.18
12643	Vic's Auto Body Repair, Inc.	Gen:CP:Vehicle repair	1,013.38
12641	Carousel Ford	Gen:CP:Police vehicle repair-bracket/brake pads	234.58
12644	Carl Chadek Trucking Service, Inc.	SR:HCE:Street Sweeping	1,695.00
12645	Nate Moore Wiring Service	Gen:HD:Park Maintenance	133.36
12646	Johnson County Refuse	Gen:HCE-Trash/Recycling/	1,365.00
12647	Julie Kurtz	Gen:HD:Library Card	75.00
12648	Wendy Robertson	Gen:HD:Library Card	75.00
12649	Bethany Reid	Gen:HD:Library Card	75.00
12650	Julie Damiano	Gen:HD:Library card	75.00
12651	Reitz, Sharyn	Gen:HD:Library Card	75.00
12652	Birk, Patricia	Gen:P&A:Clerk Salary:Special Meeting Fee 5/30/01	44.33
12653	Reitz, Sharyn H.	Gen:P&A:Treasurer Special Meeting	295.98

12669	Birk, Patricia	Gen:P&A:office supplies-to replace lost ck #12302	97.96
12670	Shimon, Brian S.	To Replace lost check #11774	36.27
12677	Stange, Steven R.	Gen:CP:Unif Allowance-Stange-Fesler's	53.00
11849	McDonald, Robert F.	Gen:CP:Uniform Allowance-Kiecks-Mcdonald	84.00
12689	Wellmark BC/BS	Gen:CP:Health Insurance-Shimon	1,363.80
11850	Stange, Steven R.	Gen:CP:Ammo Allowance-	47.22
12656	From, Louise A.	Gen:P&A:Payroll	184.70
12657	Gay, William W.	Gen:P&A:Payroll	184.70
12658	Jacobson, Gloria N.	Gen:P&A:Payroll	454.13
12659	Jones, Martin L.	Gen:P&A:Payroll	184.70
12660	Martin, Richard C.	Gen:P&A:Payroll	184.70
12661	McDonald, Robert F.	Gen:CP:Payroll	1,876.92
12662	Reitz, Sharyn H.	Gen:P&A:Treasurer Special Meeting	211.72
12663	Schoenmaker, Adrian	Gen:P&A:Payroll	184.70
12664	Sharp, Shawn P.	Gen:CP:Payroll	425.49
12665	Shimon, Brian S.	Gen:CP:Payroll	1,068.46
12666	Stange, Steven R.	Gen:CP:Payroll	328.00
12667	Birk, Patricia	Gen:P&A:Clerk Wages-special meeting	210.73
12668	McCune, Garry W.	Gen:CP:Payroll	1,705.12
12671	IPERS	IPERS Payment	1,218.88
12672	IOWA STATE BANK & TRUST CO	42-1109342	2,183.84
12673	IOWA WORKFORCE DEVELOPMENT	107319-6	26.51
12674	TREASURER STATE OF IOWA	42-1109342-001	261.00
			39,073.78

INCOME	<u>GENERAL</u>	<u>DEBT SERVICE</u>	<u>SPECIAL REVENUE</u>	<u>TOTAL</u>
	7,057.26	187.06	6,862.17	14,106.49

MAYOR'S REPORT: A thank-you note was received from Omer Letts. The Mayor and Clerk Birk met with Craig Welt of AW Welt Ambrisco Insurance, and Mr. Welt explained the City insurance policy in detail. They learned that a casual person hired by the City to perform maintenance work would be covered by the City insurance policy.

Due to changes in requirements for seals for notaries public, new seals will be needed for the police officers, mayor and clerk by January 1, 2002. New stamps will be ordered.

Mayor Jacobson phoned Ken Schweitzer of the Coralville Housing Department concerning the rental housing certificate for Paul Moore. Mr. Schweitzer will send the certificate to Mr. Moore. He will also contact Mr. Moore by telephone to acknowledge that the certificate is being sent.

Mayor Jacobson will write a draft of the first page of the Fall Newsletter. It will be distributed before the August meeting and other items for the Newsletter will be discussed at the August meeting.

CLERK'S REPORT: Two building permits were issued last month. There are three trees on City property that are dead. The clerk will make arrangements for their removal.

LEGAL REPORT: Attorney Ballard pointed out changes in state law as of July 1, 2001. One change clarifies that a police chief serves subject to the consent of Council, not the Mayor. Another law requires that the Mayor make sure that police officers receive required child and adult abuse report training. Appropriate changes will be made to the police administrative manual.

Attorney Ballard has spoken with Coralville Fire Chief Sesker concerning emergency coverage by Iowa City Fire Station #2 for Horn School, but has no further information at this time.

ENGINEER'S REPORT: Bids for the 2001 street improvements were opened today. Five bids were received. Estimated cost of the project was \$36,647. Four bids between \$34,000 and \$37,000 were received. A bid was received from All-American Concrete for \$27,851.50. Engineer Lambi recommended awarding the contract to All-American Concrete.

MOTION by Jones, second by From, to award the contract for the 2001 street improvements to All-American Concrete for the amount of \$27,851.50

Carried.

Paperwork for the funding for the left turn lane on Melrose at Sunset was sent to the DOT. A letter was received from Jeff Davidson of JCCOG saying that there was money available that the City could use to install video detection equipment at Melrose and Sunset. This would be used instead of split-phasing the traffic signals. The City's share of the cost would be \$3400 and would include the installation of pedestrian walk buttons.

MOTION by Jones, second by From, to approve the funds allotted to the City by JCCOG for video detection equipment.

A complaint was received about trees and shrubbery that overhang the sidewalks on Sunset and Benton Streets from properties in the City. Attorney Ballard will write to the property owners.

POLICE REPORT: In the absence of Chief McDonald, the police report was given by Officer Shimon. Someone is interested in working for the City doing maintenance of street signs, trimming trees from around traffic signs, office cleaning, etc. Council approved this. He will be paid \$10 per hour.

COMMITTEE REPORTS:

BUILDING, ZONING & SANITATION: Council Member From and Clerk Birk have discussed the City picnic. They are considering Sunday, September 9, at 4:00 p.m. as a date. They will discuss this further and report next month.

STREET AND SIDEWALKS: Council Member Schoenmaker reminded Council that streets projects that were delayed this year will need to be done next year, as well as new projects. Some of the street striping and crosswalk painting has been completed.

Upon motion the Council adjourned at 9:18 p.m.

Approved _____
Gloria N. Jacobson, Mayor

Attest _____
Patricia Birk, Clerk

NOTE: Minutes subject to approval and corrections.