

April 14, 2020

Proceedings of the City Council of University Heights, Iowa, held by electronic means pursuant to Iowa code section 21.8 due to the COVID-19 pandemic, subject to approval by the Council at a subsequent meeting. ALL VOTES ARE UNANIMOUS UNLESS OTHERWISE STATED.

COUNCIL MEETING

Mayor From called the April 14, 2020 council meeting of the University Heights City Council to order at 7:03 p.m.

Present: Mayor Louise From. Council Members: Casey Cook (arrived at 7:39 p.m.), Liesa Moore, Sara O’Sullivan, Bobby Scott and Doug Swailes. Staff present: Attorney Steve Ballard, City Clerk Chris Anderson, Engineer Josiah Bilskemper, Police Chief Troy Kelsay and Treasurer Lori Kimura. Also present were: Steve Anderson, Jim Glasgow, Nate Kaeding, David Kieft, Ben Logsdon, Silvia Quezada and Pat Yeggy.

The minutes of the March 10, 2020 regular council meeting were approved by unanimous consent. The minutes of the March 17, 2020 special council meeting were approved by unanimous consent.

The minutes of the March 24, 2020 special council meeting were amended to indicate the meeting was conducted electronically:

“Proceedings of the City Council of University Heights, Iowa, held at the Community Center, 1302 Melrose Avenue by electronic means pursuant to Iowa code section 21.8 due to the COVID-19 pandemic, subject to approval by the Council at a subsequent meeting. “

The following was removed from the minutes:

“Due to the COVID-19 pandemic, the City of University Heights held this meeting by electronic means pursuant to Iowa Code section 21.8.”

The minutes were approved, as amended.

Public Comments: The following addressed the council with their concerns:

Silvia Quezada - 416 Ridgeview Avenue

Mike Ritchie - 20 Olive Court (e-mail to council)

Mayor’s Report: A written report was presented.

MOTION by Scott, and seconded by O’Sullivan, to approve proposed staff salaries: a 2.2% increase for the city clerk and the city treasurer and in the cleaning rate for the city clerk for FY21. **Carried.**

Cook - Absent	Scott - Aye
Moore - Aye	Swailes - Aye
O’Sullivan - Aye	

Steve Anderson, city videographer, will be paid the fee of \$125 per meeting for preparing the Zoom regular monthly council meetings for Channel 4.

Harold Plate, school crossing guard, will be paid his regular salary through May 16. This is in line with the Iowa City School crossing guards during the pandemic.

Jack Laverman will mow three city-owned areas for \$1,400 for the season. His fee is unchanged from 2019.

Hotel update: Jim Glasgow shared pictures and gave an update on construction for the Marriott Hotel.

Legal Report: A written report was presented.

First consideration of Ordinance No. 246 amending the Ordinance No. 239 (Regulating Refuse, Yard Waste and Recycling) and Ordinance No. 110 (Rental Housing Code) to require that storage containers be kept in locations not visible from the street was deferred to the May council meeting.

MOTION by Moore, and seconded by Swailes, to approve Resolution No. 20-12, authorizing the mayor to sign and the clerk to attest the FY2021 28E Agreement between the City of University Heights and the City of Iowa City for the Provision of Transit Services in University Heights at an annual rate of \$40,042.00. **Carried.**

Cook - Absent Scott - Aye
 Moore - Aye Swailes - Aye
 O’Sullivan - Aye

MOTION by Moore, and seconded by Scott, to approve Resolution No. 20-13, authorizing the mayor to sign and the clerk to attest the FY2021 28E Agreement between the City of University Heights and Johnson County for the provision of SEATS paratransit service. **Carried.**

Cook - Absent Scott - Aye
 Moore - Aye Swailes - Aye
 O’Sullivan - Aye

MOTION by O’Sullivan, and seconded by Moore, to approve expenditure of \$150.00 for Zoom Pro account for the city. **Carried.**

Cook - Absent Scott - Aye
 Moore - Aye Swailes - Aye
 O’Sullivan - Aye

Clerk’s Report: A written report was presented.

Treasurer’s Report: A written report was presented. All bills were approved for payment by **unanimous consent.**

**Warrants
 March 11, 2020 through April 14, 2020**

Name	Description	Amount
RevoPay	Monthly active merchant fee	10.00
Christopher Akers	Bi-weekly officer paycheck	1,664.65
Ryan Dahm	Bi-weekly officer paycheck	216.05
Mathew Macke	Bi-weekly officer paycheck	148.93
Troy Kelsay	Bi-weekly officer paycheck	2,326.85
Darryl Tucker	Bi-weekly officer paycheck	1,794.95
Nicholas Cox	Bi-weekly officer paycheck	469.16
Harold Plate	Bi-weekly crossing guard paycheck	219.36
MidAmerican Energy	OUP Community Center & Offices gas and electricity	368.32
Christine Anderson	Monthly clerk paycheck	1,146.43
Silvia Quezada	Replace check issued but not cashed	799.92
Terence Goerd	Monthly building inspector paycheck	1,815.80
Brian Jensen	Monthly rental inspector paycheck	898.11
Lori Kimura	Monthly treasurer paycheck	384.61
Mediacom	Online service 3/21/20 - 4/20/20	399.95
Paul Moore	Garage rent deposit	50.00
Christopher Akers	Bi-weekly officer paycheck	1,664.64
Nicholas Cox	Bi-weekly officer paycheck	1,148.84
Ryan Dahm	Bi-weekly officer paycheck	774.69
Matthew Macke	Bi-weekly officer paycheck	2,390.14
Darryl Tucker	Bi-weekly officer paycheck	2,066.23
Troy Kelsay	Bi-weekly officer paycheck	2,326.86
KSB Government Finance	2017 Ford lease payment	5,097.49
Stephen Anderson	Recording and editing March meeting	250.00
One University Place South Condo Association	March & April association dues	867.16
CenturyLink	Telephone service for March & April	184.41
SEATS	1 trip for March	25.00

City of Iowa City	Bus, animal, library and billing services, fuel	17,767.09
Model Tree/Brad Logan	Emergency tree trimming after storm	800.00
Johnson County Refuse, Inc.	March garbage & recycling services	6,789.50
Westport Touchless Autowash	February vehicle washes	40.33
Winkel, Parker & Foster, CPA PC	Work on FY21 budget, attend meetings & file budget file	2,575.00
VISA	Grasshopper, Google Suite, police chief membership dues, uniform	732.32
VISA	Office supplies and postage	118.93
Leff Law Firm, L.L.P.	March legal services	13,515.00
Racom Corporation	Radio earpiece	5.50
Iowa Association of Municipal Utilities	Water Dues & Research Assessment for 2020-21	664.00
Iowa City Press-Citizen	January-February-March legal publications	1,183.47
Shive Hattery	Engineering services 2/29/20 - 3/27/20	11,176.68
Keltek	Replace antenna on Durango	274.65
Internal Revenue Service	Federal payroll taxes	2,997.72
Internal Revenue Service	Federal payroll taxes	4,155.24
Iowa Public Employees Retirement System	IPERS contribution	3,801.99
Iowa Public Employees Retirement System	IPERS contribution	967.19
Iowa Workforce Development	Quarterly unemployment tax	1,013.55
Treasurer State of Iowa	Quarterly state payroll tax	3,765.00
Wellmark BC/BS	April health insurance payment	2,254.88
MidAmerican Energy	1301 Melrose stop light	55.90
MidAmerican Energy	Pedestrian lights at 113 Golfview	34.10
MidAmerican Energy	1011 Melrose stop light	25.02
MidAmerican Energy	Streetlights	463.00
Black Squirrel Urban Forestry	Swisher tract tree removal and trimming	17,930.00

General Fund - \$ 85,151.02 Employee Benefits Fund - \$ 18,955.57 Road Use Tax - \$ 578.02
Total Receipts \$ 70,664.44 Capital Projects - \$ 17,930.00 Total Warrants \$ 122,614.61

Streets and Sidewalks: City Engineer Bilskemper presented a written report.

eGovernment: A written report was presented.

Community Protection: Police Chief Troy Kelsay presented a written report. Council member O’Sullivan presented a verbal report.

MOTION by O’Sullivan, and seconded by Moore, to approve creation of a pay step at 10-years of experience as a police officer. **Carried.**

Cook - Absent Scott - Aye
Moore - Aye Swailes - Aye
O’Sullivan - Aye

MOTION by O’Sullivan, and seconded by Scott, to approve a 2.2% raise for full-time police officers, a 3% raise for police supervisors and a .50 per hour raise for part-time officers. **Carried.**

Cook - Absent Scott - Aye
Moore - Aye Swailes - Aye
O’Sullivan - Aye

MOTION by Moore, and seconded by Swailes, to hire Brian Brinkema as a University Heights police officer. **Carried.**

Cook - Aye Scott - Aye
Moore - Aye Swailes - Aye
O’Sullivan - Aye

Finance Report: A verbal report was presented.

MOTION by Scott, and seconded by Swailes, to rollover \$41,691 (plus interest) in a 24-month Certificate of Deposit, earning .40% with Collins Community Credit Union. **Carried.**

Cook - Aye	Scott - Aye
Moore - Aye	Swailes - Aye
O'Sullivan - Aye	

Building, Zoning and Sanitation: Council member Cook gave an overview of his goals for consideration at a future work session meeting.

Presentation on Proposed Finkbine Redevelopment: Ben Logsdon and Nate Kaeding with Build to Suit, and David Kieft, Business Manager, University of Iowa Campus Planning and Development, gave a PowerPoint presentation on the proposed development. Discussion points included jurisdictional issues, property tax revenue and future housing plans.

The council plans to hold future meetings to discuss the proposal.

Announcements:

The meeting was adjourned **by unanimous consent at 9:34 p.m.**

Attest: Christine Anderson, City Clerk

Approved: Louise A. From, Mayor