

UNIVERSITY HEIGHTS CITY COUNCIL

TUESDAY December 9, 2003

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

7:00 P.M.

REGULAR MEETING OF THE UNIVERSITY HEIGHTS CITY COUNCIL

AGENDA

Call to Order.

Minutes of November meeting.

Public Input

Other Business

1. Action to hire full-time police officers.
2. Appointment of City Treasurer. Action.
3. Ordinance #127 concerning portable toilets.
4. Budget planning.
5. Third consideration of Ordinance No. 131 Regulating Commercial Vehicles Upon City Streets and Providing Penalties.

Treasurer's Report. Payment of Bills.

Mayor's Report.

Clerk's Report

Legal Report.

Engineer's Report.

Police Report.

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

Next Meeting: January 13, 2004

Gloria Jacobson, Mayor
Ph. 338-3489

December 9, 2003

Proceedings of the City Council of University Heights, Iowa, subject to approval by the Council at a subsequent meeting. ALL VOTES ARE UNANIMOUS UNLESS OTHERWISE STATED.

Mayor Jacobson called the regular meeting of the Council to order at 7:03 p.m.

PRESENT: Mayor Jacobson. Council Members From, Giese, Laverman, Schoenmaker and Wood (by speaker phone). Absent: None. Attorney Ballard, Engineer Bilskemper, Clerk Musser, Police Chief Shimon, Ass't Chief Sedivec, Reserve Officers Hamm, Fort and Dunbar. Others present: Ryan Rockafellow, Afan Offenheimer.

MOTION: By Laverman, seconded by From, to approve the minutes of the November 11, 2003 meeting as published. Carried

PUBLIC INPUT: None

OTHER BUSINESS: Due to recent health considerations, Martin Annis declined the City Treasure position the day before the job was to begin. Lori D. Kimura was introduced as a candidate for the Treasurer position. She spoke to the Council about her experience and qualifications. There was comment from the public concerning the advisability of including some accrual accounting in the budgeting process. The reply was that such was best left to accounting professionals and not to the elected Council nor part-time staff. MOTION by Laverman, seconded by Wood, to hire Lori D. Kimura as University Heights City Treasurer at the hourly pay rate of \$12.00 per hour, effective December 10, 2003. Carried

The Community Protection committee had consideration the qualifications of two persons recommended by Chief Shimon to fill the vacant Police Officer positions. The candidates had gone through an extensive interview process by a group chosen by the Chief to help him with the process. MOTION by From, seconded by Laverman, to hire Mike Hamm as Police Officer effective December 12, 2003 and to hire Matt Fort as Police Officer effective December 21, 2003. The pay rate for both Officers is to be a salary of \$24,000 per year. Carried Discussion followed concerning what cost reimbursement should be made to the City by Officers attending the Academy in the event they do not remain employed for a year. Agreement was reached that reimbursement should be a matter of contract and as to what Attorney Ballard should include in these contracts. A contract form will be presented at the January meeting for approval.

Reconsideration of Ordinance #127 regarding public toilets was discussed. At the suggestion of Attorney Ballard, an ad hoc committee will be appointed by the Mayor to further investigate this portion of the Nuisance Ordinance. Council members Laverman and Giese volunteered to fill the Council positions on this committee.

MOTION by Giese, seconded by From, for the Third Consideration of Ordinance No. 131 Regulating Commercial Vehicles Upon City Streets and Providing Penalties. There was no further discussion on this ordinance.

	AYE	NAY
From	X	
Giese	X	
Laverman	X	
Schoenmaker	X	
Wood	X	

Third consideration carried

Council member Wood reminded the Council of the Budget Planning calendar received before this meeting and asking that they have budget input ready for the January meeting.

TREASURER'S REPORT: Due to the vacancy in this position, no report was available. Mayor Jacobsen read an accumulation of bills received since the November meeting. MOTION by Wood, seconded by From, to pay the bills presented by the Mayor. Carried

A proposal was presented from the accounting firm Greenwood & Crim, P.C. regarding their work on budget preparation. They will perform necessary work on the budget for a fee not to exceed \$550 to prepare the fy05 City budget. MOTION by Wood, seconded by Laverman, to employ Greenwood & Crim for budget preparation work. Carried

Mayor Jacobsen reported on the extraordinary time and effort provided by Sharyn Reitz to make sure that all employees were paid for November. She spent at least 3 hours working at City Hall preparing those checks on a morning she was scheduled to leave for a vacation

MOTION by From, seconded by Wood, to pay Sharyn Reitz for 3 hours at two times the rate she was being paid at the time of her resignation for preparing the November payroll. Carried

WARRANTS—October, 2003

<u>Name</u>	<u>Amount</u>	<u>Name</u>	<u>Amount</u>
MidAmerican Energy	100.45	MidAmerican Energy	102.12
MidAmerican Energy	89.11	City of Iowa City	13.28
City of Iowa City	6.10	Egli, Jon-Thomas P.	1,679.36
Fort, Matthew A.	1.85	Griffin, Chad J.	139.09
Kempnich, Brian P.	1,349.38	Musser, Jerry B.	275.67
Reitz, Sharyn H.	313.02	Sedivec, John A	1,307.81
Shimon, Brian S.	1,747.48	Collection Services Center	364.00
IPERS	1,430.19	Iowa State Bank & Trust	1,992.06
O'Reilly Auto Parts	173.54	Fesler's Inc.	21.00
SEATS	644.07	Paul J. Moore	650.00
Johnson County Refuse	1,365.00	Pedro Fernandez	75.00
Wellmark BC/BS	200.00	Griffin, Chad J.	6.22
Racom Corp.	123.60	City of Iowa City	2,959.19
Margaret Cox	75.00	Latta, Harris, Hanon	150.00
Republic Companies	15.64	Staples	619.09
Reitz, Sharyn H.	313.02	VISA	<u>642.91</u>
Lisa Boyer	75.00	TOTAL WARRANTS	19,019.25

MAYOR'S REPORT: The Mayor brought up the Iowa Mutual Aid Compact (IMAC) for discussion. Attorney Ballard had read the information. He could see no advantage to joining. No action was taken. The oath of office was administered to the Mayor and Council by Attorney Ballard. All the present officials were reelected for terms beginning in 2004. Mayor Jacobsen read correspondence concerning trees and dogs. The Mayor then made the following committee assignments for 2004.

From	Mayor pro-tem.	Giese	Chair-Finance
	Chair-Streets and Sidewalks.		Community Protection.
Wood	Chair-Building, zoning & Sanitation.	Schoenmaker	JCCOG
	e-government	Laverman	Chair-Community Protection

CLERK'S REPORT: One building permit for a porch addition at 10 Koser Ave. Russ Boyer had reported that the drive surfacing at 1209 Grand Ave. had been completed. The Clerk questioned the number of housing units in University Heights shown on a census bureau report and will be changing the report. This should have no effect on the City.

LEGAL REPORT: A meeting of the Zoning Commission has been scheduled for December 22, 2003 to discuss zoning changes at Grandview Court and potential demolition of the existing buildings preparatory to major new construction. This could be ready for Council action in January. No further action has taken place concerning the building lease. Attorney Ballard noted that about one-half of the most recent bill for his services has been billed back to the developer of Birkdale Court for reimbursement to the City.

ENGINEER'S REPORT: Street project almost ready for final billing. The dead trees on Marietta and Koser have been removed. A planting on Mahaska was approved. Bilskemper has contacted the power company concerning very low power lines in the area of N. Sunset and Glencrest. He also asked if the Municipal Design Standards have been formally adopted by the City.

POLICE REPORT: The written report was filed. There will be a meeting of all Officers and Reserve Officers regarding proper writing of arrest reports. A grant application for new breath analyzers has been approved, funding the purchase of these items fully.

COMMITTEE REPORTS:

Finance: No report.

e-government: No report.

Building, zoning and sanitization: Some of the “old style” yard waste stickers are still being distributed.

Community protection: Committee Chair From further discussed the hiring process for the new officers.

MOTION by From, seconded by Laverman, to approve sending new Officers Hamm and Fort to the Iowa Law Enforcement Academy, January 5 through April 2, 2004. Carried

Reserve Officers Dunbar and Reinhart will have more time available in the next few months to help coverage while Officers Hamm and Fort are at the Academy. The Committee is having discussion about a program of police awards.

MOTION by From, seconded by Laverman, to approve Ryan Rockafellow as a Reserve Officer. Carried

Streets and sidewalks: Chad Griffin was instructed to do some patching on Melrose for areas needing immediate repair. Street sign replacement and repair is progress. Notices for sidewalk repair are being sent for work to be completed by Spring of 2004.

JCCOG: The next meeting is Jan. 28, 2004. Emergency Management will be lobbying for increased surcharge fees on cell phones to fund 911 coverage to cell phone users. Schoenmaker listed the funding grants for county road projects. They had discussed grants for digital cameras in Iowa City Transit vehicles, and made the Council aware of the furniture project available through the Iowa City Landfill.

MOTION by Laverman, seconded by Giese, to adjourn. Meeting adjourned at 9:40 p.m.

Attest _____
Jerry B. Musser, Clerk

Approved _____
Gloria Jacobson, Mayor