



Common Council Meeting – Minutes for December 6, 2021

Council Members in Attendance: Ben Leavitt, Dana Hollar, Amy Rosa, David Kauffman, Kelbi Veenstra

Also Present: Mayor: Phil Jenkins, **City Attorney:** Brian Hoffer, **Clerk Treasurer:** Jeff Knight, 7 guests (6 in person, 1 via Zoom), and 1 member of the press.

- Call to Order: Mayor Jenkins called the meeting to order at 7:01 pm and opened with the Pledge of Allegiance and prayer.
- Roll Call: Council members listed above were in attendance.
- Approval of Minutes from November 15th, 2021: Councilwoman Rosa motioned to approve the minutes. Councilman Leavitt seconded. The minutes were approved unanimously by voice vote.
- Petitions or Comments by Citizens:
 - Public Hearing for Ordinance 1598 – Jamie Corporation Annexation: Mayor Jenkins asked CT Knight if he had proof of publication. CT Knight stepped out of the Chamber to find them. CT Knight returned to the Chamber and provided proof of publication to Mayor Jenkins. Mayor Jenkins opened the public hearing at 7:10 pm. No members of the public were in attendance wishing to comment nor were any written comments submitted. The public hearing was closed at 7:10 pm.
- Reports of Committees, Boards, and Commissions: There were none.
- Unfinished Business:
 - Second Reading of Ordinance 1598 – Jamie Corporation Annexation: Mayor Jenkins noted that there have been no changes since the first reading. Councilman Kauffman motioned to approve the ordinance on second reading. Councilwoman Veenstra seconded. Ordinance 1598 – Jamie Corporation Annexation was approved unanimously on second reading by voice vote.
 - Second Reading of Ordinance 1597 – 2022 Salary Ordinance: Mayor Jenkins noted that the modifications/corrections/inclusions have been made since the first reading and talked about them. He also commented that the CT Office Manager had formerly been included solely in the Utility, but it is now being transitioned to the Clerk's Office with 1/3 of the salary being paid by the City, Water, and Wastewater departments. Councilman Kauffman asked if this



was a newly filled position or if the City already had someone in that position. CT Knight said there is currently a person in that position but that it is being expanded and folded into the CT department. Mayor Jenkins reiterated that this adjustment was made in the budget as well. Councilman Hollar motioned to approve Ordinance 1597 – 2022 Salary Ordinance on second reading. Councilman Kauffman seconded. Ordinance 1597 – 2022 Salary Ordinance was approved unanimously on second reading by voice vote.

- New Business:

- First Reading of Ordinance 1599 – Wa-Nee Schools Annexation: Mayor Jenkins presented the request on behalf of Wa-Nee Schools and gave a preview of the timeline of the annexation process. Councilman Hollar motioned to approve the request on first reading. Councilman Kauffman seconded. There were no further questions or comments. Ordinance 1599 – Wa-Nee Schools Annexation was approved by voice vote on first reading in the following manner: 4 votes in favor, 0 votes against, 1 abstention. Due to Councilwoman Rosa being employed by Wa-Nee Community Schools, she abstained from voting.

Mayor Jenkins requested a motion in order to set the public hearing for the ordinance at the Council meeting on January 3rd, 2022. Councilman Leavitt made the motion. Councilman Hollar seconded. The motion carried in like manner as the vote for the ordinance (4 in favor, 0 against, 1 abstention). Councilwoman Rosa abstained.

- Resolution 751-21 – Fiscal Plan for Jamie Corporation Annexation: Mayor Jenkins asked City Attorney Hoffer if he would describe the purpose for a fiscal plan. City Attorney Hoffer discussed the non-capital services (emergency services, etc.) and capital services (sewer, water, stormwater, roads, etc.) that would need to be provided once the property is annexed, as well as who is responsible for the various costs. The property is currently zoned Agricultural which is exempt from tax. Mayor Jenkins displayed a map showing the property layout. Councilwoman Rosa noted a date change that needs to be made in the fiscal plan documentation (changing March 31, 2021 to 2022). Councilwoman Rosa also inquired about the zoning designation once the property is annexed. The documentation reflects it will shift from Agricultural to R1 (Residential). Attorney Hoffer confirmed that designation, noting that whenever an annexation takes place, it comes into the City in the most restrictive manner and then goes through the process of having it changed via the Planning and Zoning Board. Councilman Kauffman asked what the surrounding property is zoned. Planning Superintendent Nunemaker said it was zoned industrial and residential (property to the



west). One of the Jamie Corp owners asked why the property could not be annexed in with the intended zoning designation. Planning Superintendent Nunemaker and City Attorney Hoffer both described the process. Councilwoman Rosa motioned to approve the resolution, with the date correction. Councilman Hollar seconded. Resolution 751-21 – Fiscal Plan for Jamie Corporation Annexation was approved unanimously by roll call vote.

- Approval of Accounts Payable Vouchers: 2021 APV's Totaling \$1,241,397.01: Councilman Kauffman motioned to approve the APV's. Councilman Hollar seconded. Councilman Kauffman inquired about the separate payments listed for Phend and Brown. CT Knight described how these costs were paid by the City. They are paid partially from a Community Crossings Grant and through MVH proceeds. Mayor Jenkins discussed the accounting treatment in a more thorough manner. CT Knight went on to describe the types of payments that occur in the month of December which cause December to be a large month in terms of payables. The APV's were approved unanimously by voice vote.
- Reports from City Officers: There were none. Mayor Jenkins noted his appreciation with how well the Miracles on Main and Market parade went on Saturday evening and for the efforts put in by the various department heads. Councilman Kauffman noted how nice the City looks with the tree and light decorations that have been put up.

Adjournment: With no further business to be discussed, Councilwoman Rosa motioned to adjourn the meeting and Councilman Leavitt seconded. The meeting was adjourned at 7:33 pm by unanimous voice vote.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of the Council