

**City of Carson
Regular Council Meeting
May 14, 2018 7:30 PM**

Present: Brandon, Houser, Knudsen, Graves, Drake. Mayor Todd Present. Staff Present: Duede, Gordon.

Mayor Todd called the regular meeting to order at 7:30 PM.

Houser motioned to approve the agenda, seconded by Knudsen – 5 ayes.

Pledge of allegiance.

Public Comments: Merle Phillips was present to inquire about obtaining a disc that has been stored at the City sewer plant property and he stated it may have belonged to his late brother Lowell. Mayor Todd stated the current city administration does not know if the disc is or is not city property and that there are procedures that must be followed to dispose of city property. Phillips stated he didn't really want the disc. No action was taken.

Brad Forristall was present as a representative of Carson Community Rodeo Inc. The Carson Community Rodeo submitted a building permit application to the city to construct a VIP deck behind the North Rodeo Arena Bleachers. Mayor Todd and Clerk Duede reviewed the comments to and from the City insurance agent Kent Gade and the City's Insurance underwriter with EMC regarding the Rodeo's request to build the deck on city property. Forristall stated Jake Brenan would construct the deck and have an engineer from Kramer & Associates review the plans, although the engineer from Kramer & Associates would not sign off on the project, only providing review. Council Member Graves stated concerns for the city regarding liability risks associated with the proposed project without a structural engineer officially signing off on the project. Building Permit Commissioner/Council Member Knudsen stated there are no problems with the application. Council Member Houser stated the deck is being over built for what it will be used for. Forristall stated the deck will hold 20 people, stated the Rodeo Committee will sign off on the project, would like to have the project complete by July, the stairs to the deck will be gated off by the Rodeo when not in use. Forristall stated the deck will be made with bridge planks and treated lumber decking and will be reviewed annually for safety by the Rodeo.

Knudsen made a motion to approve the building permit for the Carson Community Rodeo to construct a 40-foot-long deck on the north side of the north bleachers of the arena on city property, seconded by Graves – 4 ayes: Brandon, Knudsen, Graves, Drake. 1 abstain: Houser. Motion carried.

The Council reviewed a proposal for a new city hall copy machine lease from Counsel Office and Documents. Graves made a motion to approve **Resolution 2018-22 (Accept Lease Proposal from Counsel Office & Document for new Lanier MPC2504 Machine for City Hall, Lease Term: 60 Months, Lease Payment \$86.88/month, with maintenance and support agreement)**, seconded by Knudsen – Roll Call 5 ayes: Brandon, Houser, Knudsen, Graves, Drake. Motion carried.

Houser made a motion to approve **Resolution 2018-23 (Adopt Electronic Tablet, Cell Phone, and Laptop Usage Policy for the City of Carson-Elected Officials & Employees)**, seconded by Graves – Roll Call 5 ayes: Brandon, Houser, Knudsen, Graves, Drake. Motion carried.

City Council reviewed the Iowa League of Cities opinion on specialized city attorneys, specifically in the area regarding real estate lease easements, agreements, or proposals.

Knudsen made a motion to approve the City staff/officials to reach out to Bill Stone, Attorney with Lynch-Dallas Law Firm, inquire what the cost would be to have said law firm review the water treatment plant easement agreement matter, seconded by Graves – 5 ayes.

Houser made a motion to table ServLine Utility Insurance proposal as a proposal had not yet been submitted to the city, seconded by Drake – 5 ayes.

Clerk Reports: Per the request of the Mayor the supplemental Life/Accidental Death/Dismemberment, short term and long term disability insurance benefit plans were obtained and reviewed for employee benefit package. Council discussed the budget for these benefits. Council considered how these employee supplemental benefits are offered for other government entities. Knudsen made a motion to add Life, AD & D, Short Term and Long Term Disability insurance plans to the employee benefit package for eligible employees, all to be paid by employer (City), seconded by Brandon – 5 ayes. Motion carried. Employee handbook will be revised at June Council meeting to include these new benefits.

No action was taken regarding involuntary annexation considerations. Graves and Knudsen stated Council would revisit the suggestion if necessary in the future.

Houser made a motion to approve Pay Request No. 1 – Compass Utility – 2018 South Dye Street Project \$39,233.98, seconded by Brandon – 5 ayes.

Graves made a motion to accept Charles Strong's termination for the city water meter reader contract, seconded by Knudsen – 5 ayes. Mayor Todd stated city maintenance staff will resume the water meter reading responsibilities.

Maintenance Report: Supervisor Gordon stated Jon Fenn will install storm sewer work in the Subdivision once the City receives Marynel Tibbles easement agreement.

Knudsen made a motion to approve the consent agenda, seconded by Houser – 5 ayes. The consent agenda consisted of April 9th and April 23, 2018 Council meeting minutes, May Bills, Utility Report, Community Center Report, Municipal Infraction Report, Fire Department Report, Overtime Report, Sheriff's Report, Clerk & Treasurer Reports, Approved Building Permit Report, Approved Swimming Pool Permit Report.

Mayor and Council Commissioner Reports: Nuisance abatement conditions will be discussed at the June Council Meeting. Houser provided a report on WIDA and Golden Hills RC&D.

Graves made a motion to adjourn at 8:31 PM, seconded by Brandon – 5 ayes.

TIM TODD, MAYOR

BRIANNE DUEDE, CITY CLERK

April Income: General \$66,488.61, Road Use \$395,449.03, TIF \$38,184.48, Debt Service \$56,242.54, Water \$7,850.68, Sewer \$11,511.57, Garbage \$5,035.12. Total Income \$580,762.03.

April Expenses: General \$38,588.52, Road Use \$10,142.62, Water \$10,209.39, Sewer \$20,366.38, Garbage \$5,748.26. Total Expenses \$85,055.17.