

The Clarion City Council met in regular session Tuesday July 18th, 2023, at 5:00pm in the Council Chambers with Mayor Rod Heiden presiding. Present were Council members Andy Young, Dan Hennigar, Shayne Hennigar, Dave Flurer and Nick McOllough. Also in attendance City Administrator Clint Middleton, City Attorney Chizek, PWD DeVries and Chief Ter Hark.

Mayor Heiden called the meeting to order and polled the council for any conflicts of interest with the agenda. There were none. Mayor Heiden asked if there were any citizens to address the council, there were none.

Motioned by Young seconded by Flurer to approve consent agenda consisting of Minutes- 2023.07.05; Financial report- approve checks; Licenses/Permits- (Building, Liquor, Tobacco, Sign, Peddler, Street Closure) Liquor - Dollar General, Granny's Market; Street Closure - CDA (Motion passed 5-0).

Motioned by D. Hennigar seconded by S. Hennigar to Open Public Hearing for CDBG Grant Announcements (Motion passed 5-0). Announcements were read by Middleton; A) Funding of Project Activities and Sources of Funds: This project is funded in part by a Community Development Block Grant (CDBG) and USDA loan. The City was awarded a 2021 CDBG for \$600,000. To date, \$24,760 of the CDBG allocation has been expended. There is a local obligation of \$6,769,152 committed towards project costs. To date, \$240,930 has been expended. B) Explain how the need for the activities was identified: The need for the project is due to a need to ensure that the City can supply its residents with a sufficient quantity and quality of water to meet their needs. C) Nature of and Status of the Activities: The nature of the project involves the construction of a new water treatment plant including a two-stage reverse osmosis treatment system, related buildings, electrical, plumbing, and mechanical systems. In addition, the project will provide for the disconnection and demolition of the existing water treatment plant components. J.N. Peterson and Sons, Inc., is the contractor for the work on the project. Work on the project is approximately 7% complete. There has been no change to the project beneficiaries as proposed in the request submitted to State for funding. D) Announce the estimated portion of funds that will benefit low-and-moderate income persons: The project will result in a citywide benefit and based on the results from a citywide survey conducted by the City in September 2021 the percentage of residents who are low-to-moderate income (LMI) is 64.21%. E) Announce where the activities are being conducted: The project activities are taking place at a lot owned by the City located between 2nd Street SW and 1st Street SW just north of the railroad tracks and at the current site of the City's Water Treatment Plant in Clarion, Iowa. F) Announce plans to minimize displacement of persons and businesses resulting of funded activities: The proposed project will not result in the displacement or relocation of any persons or businesses. G) Announce plans to assist persons actually displaced: Since this project will not result in the displacement or relocation of any persons or businesses, there are no plans being made to assist displaced persons. Motioned by D. Hennigar seconded by Flurer to Close Public Hearing for CDBG Grant Announcements (Motion passed 5-0).

A group from CDA were in attendance to seek approval for the possibility of alcohol in the park during the September 16th Celebration. A quick presentation on the day's agenda including a parade and many activities and live music. The entire council gave approval to move forward with their plans.

Motioned by Flurer seconded by S. Hennigar to approve Resolution (23-50) approving pay request #3 with Peterson Construction for WTP \$256,500.00 (Motion passed 5-0).

Several policies and resolutions needed to be approved as part of the \$600,000 CDBG grant we received for the Water Treatment Plant project:

Motioned by D. Hennigar seconded by S. Hennigar to approve Adopt Residential Anti Displacement and Relocation Assistance Plan (Motion passed 5-0).

Motioned by Flurer seconded by Young to approve Adopt CDBG Procurement Policy. (Motion passed 5-0).

Motioned by D. Hennigar seconded by Young to approve Adopt Policy on Excessive Force. (Motion passed 5-0).

Motioned by Young seconded by Flurer to approve Resolution (23-51) Adopting Code of Conduct (CDBG) (Motion passed 5-0).

Motioned by S. Hennigar seconded by D. Hennigar to approve Adopt Equal Opportunity Policy (Motion passed 5-0).

Motioned by D. Hennigar seconded by S. Hennigar to approve Adopt Fair Housing Policy (Motion passed 5-0).

Motioned by Young seconded by S. Hennigar to approve Resolution (23-52) Approving and authorizing assignment of interest and option to purchase (Motion passed 5-0). This pertains to the Wright County Trail.

Motioned by D. Hennigar seconded by S. Hennigar to approve Resolution (23-49) Approving Final FY23 Transfers (Motion passed 5-0).

Motioned by Young seconded by Flurer to approve Hotel Motel Grant recommendation from Committee (Motion passed 5-0). First Steps Daycare was awarded \$1,000.00 for Exterior Signage.

The transition over to the updated software that controls every function of the city from Utility Billing, AR, AP, and Payroll, has a decision to make before we move forward in the transition. One function we have currently is automatic payments for water bills at NO EXTRA COST. When the new system is up and running there is a fee to ACH transactions and Credit Card payments (there is a fee currently). The question is do we eat the cost of these transactions to transfer it on to the customer. Estimation is \$1.30 per ACH transaction. The cost for CC payment is a % of the bill (like how it is now). Webster City passes the cost of ACH on to the consumer. Belmont is currently eating the cost of ACH for a transition period. The discussion was had, and consensus was to pass the cost on to the consumer with no transition period.

Motioned by Young seconded by Flurer to approve First Reading of Ordinance 620 - Amending Chapter 52: Grass and Weeds (Motion passed 5-0).

Motioned by Flurer seconded by S. Hennigar to approve First Reading of Ordinance 621 - Amending Chapter 121: Cigarettes and Tobacco Permits (Motion passed 5-0).

Motioned by Young seconded by S. Hennigar to approve First Reading of Ordinance 622 - Amending Chapter 165: Zoning Regulations (Motion passed 5-0).

Comments from the Council or Dept heads: Littlejohn mentioned the truck show this weekend and that there is a pancake breakfast at the Ambulance shed before. Mayor Heiden brought up a discussion point

of having businesses that do business in Clarion be forced to have an office in town (referring to the Garbage Haulers we currently have) excluding, businesses currently paying franchise fees. Attorney Chizek will draw up some language and item will be discussed on the August 15th meeting.

Motioned by D. Hennigar seconded by Flurer to adjourn. All Ayes. (Motion passed 5-0).

Respectfully Submitted,
Clint Middleton City Administrator

Clint Middleton, City Administrator

Rod Heiden, Mayor