June 13, 2016
Williamsburg City Council Meeting Minutes

Mayor Murphy called the meeting to order at 7:30 p.m. with the pledge of allegiance and noted council members Bunge, Grier, Marshall, McGovern and Sandersfeld present. Also present was City Attorney Eric Tindal, Public Works Director John Avery, Jim Jacob with VJ Engineering and City Clerk Shelley Annis.

Motion McGovern, 2nd Sandersfeld to approve the agenda and consent agenda with removal of the Iowa DNR Sanitary Sewer Notification for Middle America Truck Stop property for further discussion later in the meeting – all aye. Council member McGovern requested consideration of a date to be set for when an employee hits their maximum allowed comp time they will no longer gain additional time until time is used.

Council received written reports from the Police Chief, Rec Director, Library Director and Public Works Director. Chief Garringer reported that he has a draft Police Manual ready for Council review. Public Works Director Avery explained the reason for the Iowa DNR Sanitary Sewer Notification for Middle America Truck Stop property.

Public Works Director Avery reported that the water way to the east of the Shaull property located at 707 Washington St was cleaned out. Avery additionally explained the water that creates back up on Washington Street in front of the Shaull property is coming from run off of houses to the west. Avery gave suggestions for mitigation by adding a "beehive" intake in the area of the houses to the west and adding additional intake(s) along South and Washington Streets. Jim Jacob with VJ Engineering will present a proposal for their design services.

Jim Jacob with VJ Engineering reviewed the option of a construction access at the Elm Street entrance of the Circle Terrace Subdivision during the improvement project being proposed. Elm Street from Leo Blvd to Circle Dr/Country Club Rd will be widened by 4' with gravel to allow one-lane access during construction. Jacob estimated this option to cost $74,137 and take approximately 3-1/2 weeks to complete. The other option would be to gravel a temporary one lane road from Highland Street to Circle Drive. An estimate of $220,000 for this option includes looping the water main with approximately $60,000 being that for the temporary gravel road. Motion Bunge, 2nd Marshall to authorize Jacob to finalize plans on the Elm Street access and the water loop to the south with bid letting for winter groundwork – all aye.

Motion Grier, 2nd McGovern to approve Resolution 33-16 hiring additional seasonal employees for the Aquatic Center. McGovern, Marshall, Grier, Sandersfeld, Bunge – aye.

Motion Sandersfeld, 2nd Bunge to approve Resolution 34-16 re-appointing Patricia Perring, 120 Bedford Rd, Williamsburg to a six year term on the Library Board. Marshall, Grier, Sandersfeld, Bunge, McGovern – aye.

Motion Sandersfeld, 2nd Bunge to approve Resolution 35-16 appointing Kate Yuggebauer, 200 Walnut St, Williamsburg to a six year term on the Library Board. Bunge, Sandersfeld, Grier, Marshall, McGovern – aye.

Motion Grier, 2nd Bunge to approve Resolution 36-16 setting the FY2017 wages and salaries for City of Williamsburg employees. McGovern, Marshall, Grier, Bunge, Sandersfeld – aye.

Motion Sandersfeld, 2nd Grier to approve Resolution 37-16 transferring $5,000.00 from the Library Fund to the Equipment Fund. Marshall, McGovern, Grier, Bunge, Sandersfeld – aye.

City Attorney Tindal explained that the Council will not need to take action to set a public hearing as a draft of changes to Code Chapters 105 and 106 will be ready for the June 27th meeting.

Mayor Murphy asked the Council members to consider any questions that might be asked after the public information mailer is sent. If the Council has questions, they should send them to the Clerk for display with answers on the City website and facebook page.

Council member McGovern initiated discussion on a Park & Rec Board. With McGovern serving on the Council Park & Rec Committee with Council member Bunge, questions arose as to what the City Code states regarding a Park & Rec Board and what the Council wants of such a Board. McGovern noted that the City Code does not directly address a Park & Rec Board, only defines the hiring, duties and other obligations of a Rec Director. City Attorney Tindal reviewed the fact that prior to the City ran Rec Department; a group called the Williamsburg Rec Association (WRA) ran leagues. When the City Rec facilities were built, a Park & Rec Board was established to aid in the transition between the WRA and the City, but this Board eventually dissolved. Rec Director Winegarden explained that she would like to see this group help with volunteers for leagues and come up with ideas for adding programs to the Rec Dept. This would aide in taking some of the work load off of Rec Dept staff. McGovern questioned whether this group should be an "ad-hoc" community group lead by the Rec Director or a formal Board with specific members and duties set by City Code. City Attorney Tindal suggested creating a group approved by Resolution of the Council determining members and spelling out goals.

Motion Grier, 2nd Sandersfeld to enter into closed session at 9: 15 p.m. pursuant to Iowa Code Section 21.5.1(c), "To discuss strategy with counsel in matters that are presently in litigation…" McGovern, Marshall, Grier, Sandersfeld, Bunge – aye.

Motion Grier, 2nd McGovern to return to regular session at 9:40 p.m. – all aye.

Motion Sandersfeld, 2nd McGovern to adjourn the meeting at 9:40 p.m. – all aye.

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Shelley Annis, City Clerk/Treasurer