

**CITY COUNCIL MEETING**  
**Tuesday, April 12, 2022**

\*Please note the regular City Council Meeting was held as an electronic and in person meeting. The meeting was called to order by Mayor Mikkelsen Tuesday April 12, 2022 at 5:30 p.m. at the Grimes Community Complex, 410 SE Main Street, Grimes, Iowa. The Pledge of Allegiance was led by Mayor Mikkelsen.

**ROLL CALL**

Present: Mayor Scott Mikkelsen, Council Members: Eric Johansen, David Gisch, Andrew Borcharding, Ryan Burger, Laurie DePhillips

**AGENDA ITEMS**

**APPROVAL OF THE AGENDA**

Mayor Mikkelsen asked for approval of the agenda.

Moved by Borcharding, Second by Johansen, to approve the agenda

Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

**CONSENT AGENDA**

A. Minutes from previous meeting B. Arbor Day Proclamation C.ABD Licensing: a. Ownership Update: Casey's General Store: 206 E. 1<sup>st</sup> Street b. License Renewal: Hacienda Vieja: 200 SE Gateway Dr: Class C & Sunday Sales D. Letter of Engagement with Dorsey for Bond Counsel for General Obligation Corporate Purpose Bonds, Series 2022A E. Professional Payments: 1. Bradshaw Fowler Proctor & Fairgrave Attorneys at Law \$1,014.00 2. Wulfekuhle Injection & Plumbing Inc – Sludge Removal \$40,000.00 3. Christensen Development 1, LLC – New Grimes Library Consulting \$10,000. 4. Pay Request # 5 to Snyder & Associates, Inc for Iowa Hwy 141 SB & Iowa Hwy 44 Traffic Signal & Turn Lane Improvements \$8,311.64 5. Pay Request # 3 to Snyder & Associates, Inc for Traffic Signal Network Communication Project \$8,415.00 6. Pay Request # 40 to Veenstra & Kim for WRA Connector \$ 27,388.60 7. Pay Request # 8 to Nilles Associates, Inc for Kennybrook South Detention Basin Improvements \$3,830.00 8. Pay Request # 3 to Nilles Associates, Inc for Annual Stormwater-Silkwood Area Drainage Improvements \$19,662.50 9. Pay Request # 10 to MSA Professional Services for SE Jacob & Trail Ridge Water Main Design and Bidding Services \$6,416.70 10. Pay Request # 1 to MSA Professional Services for SE Jacob Reconstruction and Storm Sewer Design and Bidding Services \$71,600.00 11. Pay Request # 9 to MSA Professional Services for N. Sports Complex Parking Lot Improvements \$551.30 12. Pay Request # 1 to MSA Professional Services for SE Trail Ridge Road Water Main Design and Bidding Services \$22,120.0 13. Pay Request # 6 to Foth Infrastructure and Environment, LLC for 2021 Sanitary Sewer Collection System Study \$ 40,897.00 F. Pay Requests: 1. Pay Request #3 to Van Maanen Electric Inc. - Hwy 44 & County Line Road Temporary Traffic Signal \$3,420.00 2. Pay Request # 2 to S.J. Louis Construction, Inc for WRA Grimes Connector-Contract 1 \$76,000.00 3. Pay Request # 1 to Shank Constructors, Inc for WRA Grimes Connector-Contract 4 \$179,581.03 4. Pay Request # 1 to Rognes Corporation for WRA Grimes Connector-Contract 3 \$308,750.00 5. Pay Request # 2 to Elder Corporation for Iowa Hwy 141 SB & Hwy 44 Traffic Signal and Turn Lane Improvements \$ 57,641.84 6. Pay Request # 5 to Concrete Technologies for N. Sports Complex Parking Lot \$528.63 G. Resolution 04-0222 Approving Contract Agreement with CivicEngage for New Website Development H. Resolution 04-0422 Personnel Transactions I. Resolution 04-1022 Approving Quotes & Bills Over \$10,000 j. Request for Permit for Supervised Display of Fireworks July 4, 2022 at the South Sports Complex by Night Magic Displays – Grimes Chamber & Economic

Development K. Resolution 04-1122 Approving Offer to Purchase and Agreement – WRA Hope Orton Property L. Resolution 04-1222 Approving Offer to Purchase and Agreement – WRA Robles Property M. Resolution 04-1322 Approving Grimes Temporary Construction Access Agreement N. Resolution 04-0122 Approving Consent and Agreement for Improvements Within Overland Flowage Easement for Lot 38 In Heritage at Grimes Plat 3 – 709 NE 21<sup>st</sup> Street O. Resolution 04-1422 Approving Consent and Agreement for Improvements Within Overland Flowage Easement for Lot 17 In Kennybrook South Plat 4 – 812 SW Timberview Drive P. Resolution 04-1522 Approving Consent and Agreement for Improvements Within Surface Water Flowage Easement for Lot 33 In Autumn Park West Plat 1 – 1808 NW 8<sup>th</sup> Street Q. Resolution 04-1622 Approving Consent and Agreement for Improvements Within Overland Flowage Easement for Lot 2 In Heritage at Grimes Plat 6 – 2112 NE Little Beaver Drive R. Resolution 04-1822 Ordering Construction of the SE Trail Ridge Road Water Main, and Fixing a Date for Hearing Thereon and Taking of Bids Therefor S. Resolution 04-1922 Ordering Construction of the SE Jacob Street Reconstruction and Storm Water, and Fixing a Date for Hearing Thereon and Taking Bids therefor T. Resolution 04-2022 Ordering Construction of the County Line Road Traffic Signal Improvements, and Fixing a Date for Hearing Thereon and Taking of Bids Therefor U. Receiving and Filing of Correspondence and Reports V. Assignment and Assumption of Development Agreement between DSM Industrial Property LP and a Delaware Limited Partnership and Kastner LLC an Iowa Limited Liability Company W. Resolution 04-2122 Ordering Construction of the Waterworks Park Improvements, and Fixing a Date for Hearing Thereon and Taking of Bids Therefor X. Claims Report \$1,979,501.31

Motion by Borcharding, Second by Gisch, to approve the Consent Agenda.

Roll Call: Ayes: All; Nays: None Motion passes 5 - 0

## **PUBLIC FORUM – None**

### **Proclamation – Day of Solidarity with Ukraine**

Mayor Mikkelsen designated Tuesday, April 12, 2022 as a Day of Solidarity with Ukraine.

## **PUBLIC AND COUNCIL AGENDA ITEMS**

### **A. Presentation by Marjorie M. Albertsen - Donation to the New Grimes Library**

Cheryl Heid, Library Director, introduced Marjorie Albertsen. Heid stated that Albertsen was a long-time supporter of the library as well as the community and generously offered a \$50,000.00 contribution for the new Grimes library. Mayor Mikkelsen accepted the offer, and on behalf of the City of Grimes expressed great appreciation for Albertsen's substantial donation to both the library, as well as the community.

### **B. Grimes Volunteer Support Services Update – Jay Brewer**

Jay Brewer, President of Grimes Volunteer Support Services Board addressed the Council reporting on the many services provided by volunteers within the community. Brewer thanked the city for their continued involvement with his group and presented a plaque identifying the years of support. Mayor Mikkelsen expressed his appreciation of the services provided the volunteers and their contribution to the enrichment of the community.

### **C. Resolution 04-0622 Establishing Intent to Advance Donation of Hope Sports Plex**

City Administrator Jake Anderson stated that a recent workshop was held to review the recent donation proposal to the City by Hope Development. Anderson said that the Resolution before the Council

addresses the policy of proceeding with the intent to advance the donation of conveying a gift of land, monies and leases to the City of Grimes from Hope Development & Realty LLC.

Motion by Johansen, Second by Burger, to approve Resolution 04-0622 Establishing Intent to Advance Donation of Hope Sports Plex.

Roll Call: Ayes: All; Nays: None Motion passes 5 - 0

**D. Resolution 04-0322 Approving Scope of Services with DMACC for Lean Training.**

City Administrator Anderson stated that during Strategic Planning, Council presented a goal to build a more cohesive and stronger work culture, additional training on work flow processes and communication for all staff. Anderson stated that due to a grant through DMACC, the costs to the City would be reduced from \$19,800 to \$5,800.

Motion by Burger, Second by DePhillips, to approve Resolution 04-0322 Approving Scope of Services with DMACC for Lean Training.

Roll Call: Ayes: Burger, DePhillips, Johansen, Borcharding; Abstain- Gisch; Nays: None Motion passes 4 - 0

**E. Proposal to Enter into an Urban Renewal Loan Agreement**

Finance Director Marcia Woodke addressed Council stating that this Urban Renewal Loan Agreement will allow the city to enter into a loan to borrow an amount, not to exceed one million two hundred thousand dollars to be able to fund the Wallace Farm Park project and combine certain loan agreements previously approved.

**1. Public Hearing on Proposal to Enter into an Urban Renewal Loan Agreement**

Mayor Mikkelsen opened the Public Hearing at 5:57 pm. Being no oral or written comments, the hearing was closed at 5:57 pm

**2. Resolution 04-0522 Taking Additional Action on Proposal to Enter into An Urban Renewal Agreement and Combining Certain Loan Agreements**

Development Services Director Alex Pfaltzgraff told the Council that during the last Strategic Planning session, one of the priorities was determined to be the need to take action in regard to property known locally as the Wallace Farm, that the City had acquired in the past. Pfaltzgraff said studies have been made and a number of stakeholder meetings held over the past months regarding the best usage for the property. While Pfaltzgraff said this action does not yet lock in what the final project will entail, but will allow for the funding necessary to continue to develop a plan going forward.

Motion by Gisch, Second by DePhillips, to approve Resolution 04-0522 Taking Additional Action on Proposal to Enter into An Urban Renewal Agreement and Combining Certain Loan Agreements

Roll Call: Ayes: All; Nays: None Motion passes 5 - 0

**F. Setting a Public Hearing Amending Grimes Section 9-5-2 (1) With Regard to Water Service Rates, Section 9-10.4 (2) With Regard to Sewer Service Rates, Section 9-15-6 (1B) For Collection of Recyclable Materials and Section 9-13-9 (1) Solid Waste for April 26, 2022**

Finance Director Woodke advised the Council that while it was initially estimated that a 15% increase for sewer services would be likely, it had been determined that the increase could be held to 7 ½ %. Woodke said the increase for water usage would be 2 ½ %, and no increase on Storm Water rates. Woodke noted that solid waste charges and recycling are passed thru from the hauler without any additional City charges.

Motion by Gisch, Second by DePhillips, to approve Setting a Public Hearing Amending Grimes

Section 9-5-2 (1) With Regard to Water Service Rates, Section 9-10.4 (2) With Regard to Sewer Service Rates, Section 9-15-6 (1B) For Collection of Recyclable Materials and Section 9-13-9 (1) Solid Waste for April 26, 2022

Roll Call: Ayes: All; Nays: None Motion passes 5 - 0

**G. Second Reading of Ordinance 760 on Proposed Rezoning of Property Generally Located at the Southwest corner of NW 27<sup>th</sup> Street and North James Street from R-3 Medium Two or More-Family Dwelling District and C-1 General Commercial District to R-3 Medium Two or More-Family Dwelling District**

Development Services Director Pfaltzgraff advised the Council that there had not been any changes from the First Reading of the Ordinance. Pfaltzgraff note that this property is being planned for 26 townhomes, with landscaping and buffering between the townhomes and the single-family dwellings to the west and south of the property. Pfaltzgraff noted that a Development Agreement was in the process of being crafted to address any additional development specifications that would need to be addressed. Motion by Johansen, Second by Gisch, to approve the Second Reading of Ordinance 760 on Proposed Rezoning of Property Generally Located at the Southwest corner of NW 27<sup>th</sup> Street and North James Street from R-3 Medium Two or More-Family Dwelling District and C-1 General Commercial District to R-3 Medium Two or More-Family Dwelling District

Roll Call: Ayes: All; Nays: None Motion passes 5 - 0

**H. Public Hearing for the 2022 Asphalt Overlay Project**

City Engineer Matt Ahrens addressed Council stating that at a recent bid opening for the 2022 Asphalt Overlay project had a total of four bidders for the project. Ahrens stated the low bidder is from InRoads, LLC at a cost of \$318,959.00

Mayor Mikkelsen opened the Public Hearing at 6:10 pm. Being no oral or written comments, the hearing was closed at 6:10 pm

**1. Resolution 04-0722 Adopting Plans, Specifications, Form of Contract and Estimate of Cost for the 2022 Asphalt Overlay Project**

Motion by Gisch, Second by Burger, to approve Resolution 04-0722 Adopting Plans, Specifications, Form of Contract and Estimate of Cost for the 2022 Asphalt Overlay Project

Roll Call: Ayes: All; Nays: None Motion passes 5 - 0

**2. Resolution 04-0822 Making Award of Construction Contract for the 2022 Asphalt Overlay Project – InRoads, LLC of Des Moines, Iowa \$318,959.00**

Motion by Gisch, Second by Burger, to approve Resolution 04-0822 Making Award of Construction Contract for the 2022 Asphalt Overlay Project – InRoads, LLC of Des Moines, Iowa in the amount of \$318,959.00

Roll Call: Ayes: All; Nays: None Motion passes 5 - 0

**3. Resolution 04-0922 Authorizing Construction Contract and Bond for the 2022 Asphalt Overlay Project**

Motion by Gisch, Second by Burger, to approve Resolution 04-0922 Authorizing Construction Contract and Bond for the 2022 Asphalt Overlay Project

Roll Call: Ayes: All; Nays: None Motion passes 5 - 0

**I. Resolution-04-1722 Authorizing Purchase Agreement Negotiation – 309 E 1<sup>st</sup> Street**

Development Services Director Pfaltzgraff advised the Council that the property owner had approached the City to see if there was an interest in acquiring the ground. Pfaltzgraff said he was seeking authorizing staff to enter into negotiations with the owner.

Motion by Burger, Second by Borcharding, to approve Resolution 04-1722 Authorizing Purchase Agreement Negotiation – 309 E 1<sup>st</sup> Street

Roll Call: Ayes: All; Nays: None Motion passes 5 - 0

**ADJOURN**

Motion by Johansen, Second by Gisch, to adjourn the meeting at 6:19 p.m.

Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

**ATTEST:**

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Rochelle Williams, City Clerk

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Scott Mikkelsen, Mayor