

RIVERDALE CITY COUNCIL AGENDA

PLACE: Riverdale City Hall, 110 Manor Drive, Riverdale, Iowa

DATE: Tuesday July 24, 2018

1. **WELCOME AND ROLL CALL:** The regular meeting of the City Council of Riverdale, Iowa was called to order by Mayor Michael Bawden at 7:02 PM, with the following City Council members present: Doug Littrel, Cheryl Channon, and Kelly Krell. Absent: Paul D’Camp and Anthony Heddlesten.
Also present were: Tim Long, City Administrator; Ronald Fullerlove, City Clerk, Floyd Bruns, Fire Chief, Brian Ballard, Assistant Fire Chief; and George Miller, City Maintenance. Chris Cooper, MSA. Residents per attendance register.
2. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance to the Flag of the US was led by Mayor Bawden.
3. **REVIEW/APPROVAL OF THE AGENDA:**
 - 3.1. AGENDA MODIFICATIONS/ADJUSTMENTS:
 - 3.1.1. Requests by Mayor/Council Members to Move Items off the Consent Agenda to OLD BUSINESS. None
 - 3.1.2. Requests by Members of the Public to Address the Council.
Jim Beran – City Signage and newsletter
Mark Griswold – Fall Fest
Harry Pelton – Bike path through Fieldcrest.
 - 3.1.3. Approval of the Amended Agenda. Moved by Krell, seconded by Littrel to approve the agenda with the addition of Public Members addressing the Council. All Ayes. Motion Carried.
4. **APPROVAL OF THE CONSENT AGENDA:** All items under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion.
 - 4.1.1. Approval of Council Meeting Minutes from July 10, 2018
 - 4.1.2. Approval of Warrants for July 24, 2018
 - 4.1.3. Approval of the Treasurer’s Financial Reports for July 24, 2018

CLAIMS LIST JULY 24, 2018

VENDOR NAME	REFERENCE	TOTAL
ADVANCED BUSINESS SYSTEMS	MONTHLY COPIER EXPENSE	\$95.34
AMERICAN WATER	WATER USAGE READINGS	\$16.40
AJ GALLAGHER RISK MNG SER	EMT PROFESSIONAL POLICY	\$2,626.00
BI-STATE REGIONAL COMM	CITY AMDINISTRATOR MEETINGS	\$25.03
CITY OF BETTENDORF	JUNE 2018 FUEL CHARGES	\$52.36
FIRE ENGINEERING MAGAZINE	MAGAZINE SUBSCRIPTION	\$40.00
HOPKINS & HUEBNER, P.C.	LEGAL FEES	\$2,520.00
IOWA ONE CALL	LOCATE, YIELD SIGN @ WISTERIA	\$15.30
MARY MOISMAN, AUDITOR OF STATE	6/30/2017 ANNUAL EXAM	\$4,735.17
MEDICOM	MONTHLY INTERNET CHARGES	\$63.02
MID-AMERICAN ENERGY CO.	GAZEBO LIGHTS	\$16.30
MOST DEPENDABLE FOUNTAIN	BICENTENNIAL FOUNTAIN REPAIR	\$232.00
QUAD CITY BANK & TRUST	TRF WELLS FARGO - QUAD CITY BK	\$500,000.00
QUAD CITY BANK & TRUST	TRF WELLS FARGO - QUAD CITY BK	\$500,000.00
REPUBLIC SERVICES	GARBAGE & RECYCLING SERVICE	\$3,387.34
VERIZON	CITY HALL 3 CELL PHONES	\$155.94
WASTE COMM OF SCOTT CO.	EMPTY STREET SWEEPER	\$72.00

GENERAL		\$1,011,575.80
TIF/URBAN RENEWAL		\$2,460.00
SEWER		\$16.40

NET PAYROLL JULY 24, 2018

Michael Bawden	\$ 381.80	Tim Long	\$ 765.36	Ronald Fullerlove	\$ 641.53
Mary Frances Blevins	\$ 861.00	George Miller	\$ 662.96	Scharlott Blevins	\$ 352.21
Adrian Castillo	\$ 323.77	TOTAL NET PAYROLL \$ 3,988.63			

Moved by Channon, seconded by Krell to approve the Consent Agenda. All Ayes. Motion Carried.

5. PRESENTATIONS:

5.1. **MSA Engineer’s Activity Report.** Chris Cooper of MSA addressed the following issues: Crow Creek Sanitary Sewer Repair and Crow Creek Stabilization; NPDES Permit Administration; Welch Farm Subdivision Engineering Review; Pleasant Valley High School Parking Lot Construction; and 28E Agreement with Bettendorf. No action was taken on any item.

5.2. **Matthew Pivit, Republic Services: Refuse and Recycling Status Report.** Mr. Pivit explained the need and rationale for amending the current refuse and recycling contract stating that current tariffs and regulations were not conducive to the recycling business. It was announced that the matter would be discussed and presented to the Council through the Public Works Committee.

5.3. Woods Estates Progress Report

5.3.1. Review of conditions to authorize grading of Phase I. Mr. Cooper stated that a letter had been sent to Mr. Woods outlining the conditions that must be completed prior to proceeding to the next phase of the development. Erosion of the top soil is a concern. It was stated that Mr. Woods and Mayor Bawden have spoken on these matters. The process for the developing the land is as follows: Approximately 2.5 months of moving dirt; the dirt pile of topsoil to be re-distributed over the development; Storm and sanitary sewers to be installed; Roads to be paved; Water and electric lines to be installed as approved by Iowa American Water and Mid-American Energy; The area to be seeded; and finally, to market and sell the lots for building. The major questions concerning the development are the large berm of dirt being created and the construction of the water and electrical lines.

5.3.2. Update on Arconic easement for State Street intersection. It was reported that the traffic intersection on US Route 67 was expected to be approved within two weeks.

6. UNFINISHED BUSINESS:

6.1. **ORDINANCES:** None.

6.2. **RESOLUTIONS:** None.

7. NEW BUSINESS

7.1. **ORDINANCES:**

7.2. **RESOLUTIONS:**

7.2.1. **Resolution No. 2018-25:** Consideration of A Resolution Authorizing Issuance of Credit Cards for City Officials Due to Change of Official Depository Bank. Mr. Fullerlove reported on the status of the bank transition, and the subsequent need to change the City Credit Card as well. Mr. Long explained the Resolution and the need to identify the persons authorized to be issued a card. Motion

by Channon seconded by Littrel to approve Resolution No. 2018-25 Authorizing Issuance of Credit Cards for City Officials Due to Change of Official Depository Bank. All Ayes. Motion Carried.

7.2.2. Resolution No. 2018-26: Consideration of a Resolution Approving an Agreement with the Humane Society of Scott County for Provision of Animal Welfare Services for the City of Riverdale. Mr. Long provided the background for the current Resolution and the need to extend the agreement for services. Motion by Channon seconded by Krell to approve the Agreement with the Humane Society of Scott County for Provision of Animal Welfare Services for the City of Riverdale. All Ayes. Motion Carried.

8. OTHER COUNCIL ACTION:

9. COMMITTEE REPORTS:

9.1. PLANNING & ZONING:

- 9.1.1. Discussion of Comprehensive Plan review (new timeline). Postponed.
- 9.1.2. Update on plans for August 2 meeting with PVCSD. Issues to be discussed include fire issues, re-directing lights, engineering and safety, and parking for the Fall Fest.
- 9.1.3. Update on plans for July 25 meeting with SCC. The primary issue is the development of address for the various building for fire and safety reasons.
- 9.1.4. Discussion of regular meeting schedule for Planning & Zoning Commission. It was discussed and agreed to hold a regularly scheduled meeting each calendar quarter to address issues that arise, and that if there were no issues presented two weeks prior to the meeting, the meeting would be cancelled.

9.2. FIRE & PUBLIC SAFETY:

- 9.2.1. Report of department activity – Riverdale Fire Department. Fire Chief Burns reported on the following activities. AMS run; EMS run; two fires at Arconic; PVHS Smoke Detectors; a house fire in Riverdale; Conducting rescue training, and a tour of the new addition at the High School.
- 9.2.2. Council update on NIMS training requested by RFD. Mayor Bawden stated that it was important for all City personnel to complete FEMA Code sections 700 B and IS100 C as soon as possible.
- 9.2.3. Update on plans for RFD strategic planning process (start date). No report.

9.3. PUBLIC WORKS:

- 9.3.1. Update on bike trail traffic study by Bi-State in Havens' Acres neighborhood. Mr. Long reported that he had attended a meeting of the Bi-State Regional "Trail Committee", and that there was a possibility for some type of screening between the bike path and the private property. It was suggested that elephant grass was a possibility.
- 9.3.2. Public Works activity report for July. Mr. Miller reported that he has been busy cutting and trimming grass around fences that Cribbs does not do. He further reported that the playgrounds need to be sprayed for weeds. He has cut up branches from a fallen limb near Bicentennial Park, and that the entire tree may need to be removed. Mayor Bawden stated that there was a form on the city website where potential work orders could be initiated.

9.4. ADMINISTRATION/HR:

- 9.4.1. Discussion of information technology/systems audit and plan (identify needs and wants of the Council). Mayor Bawden reported that he was meeting with an IT-Technical company on July 25 to discuss issues, capabilities, and resources. He asked for a listing from each Council member prior to the next Council meeting detailing their interests, future expectations, and capabilities of our city IT presence.

- 9.4.2. Discussion of taking current work order process and putting it online. Form is on the city website.

9.5. FINANCE:

- 9.5.1. Report on change of banking relationships. See comments from item 7.2.1.
- 9.5.2. Outline of preliminary timeline for FY20 budget development, review and approval. Ms. Channon reported that she, the City Administrator and City Clerk would be meeting on August 30, September 12, and September 23 to review the current budget, and any need for a budget amendment.
- 9.5.3. Discussion of possible Capital Improvement Plan process (timeline discussion). Mr. Long reported that Pat Callahan would be available this winter to assist in such an activity, that he had met with the Council before. He would be able to assist in identifying our needs, wants and capabilities, and to prioritize the same. The Mayor stated that the plan was important due to the Fire Department equipment capitalization as well as the impending sewer upgrades.

9.6. ECONOMIC DEVELOPMENT:

- 9.6.1. Update on Arconic TIF. Mr. Long reported that he, our City Attorney, and the Arconic Attorneys held discussion last week; that they had received an email stating that a draft of the proposal had been sent to their Corporate office; and that they expected a response in the coming week.

9.7. PARKS & RECREATION:

- 9.7.1. Discussion of plans underway for Riverdale Fall Fest. Ms. Krell reported that the Fall Fest would be held on September 15 starting at 1 PM. The cost would be approximately \$5,000. The committee is seeking community sponsors to enhance the event and to possibly reduce the City's cost. The Recreation Committee will meet on July 26 at 5 PM in the City Hall.
- 9.7.2. Update on Safety Inspection of Park Equipment. Ms. Krell reported that she had conducted an inspection and inventory of all park and playground equipment in the City. She further reported that a playground specialist from our insurance company, EMC, would assist in looking at our parks on August 7 at 9:30 AM.
- 9.7.3. Update on Invasive Plant Task Force (proposed meeting date and time). A meeting of the committee will be held on August 3 at 11 AM. All Resident and each of the three business that had been notified are invited to attend.

10. REPORT FROM THE MAYOR:

- 10.1. **PROCLAMATIONS:** Mayor Bawden proclaimed July 24, 2018 as a day of "Recognition and Congratulations" for the Girls' Softball team of the Pleasant Valley High School for their winning the State Softball Tournament for the second year in a row.
- 10.2. **NEWSLETTER/WEBSITE ITEMS: None.**
- 10.3. **FUTURE AGENDA ITEMS FOR CONSIDERATION:** Future items for consideration includes the issue of coyotes; the city-wide clean-up day on October 20; Weekly updates to the City website; Improved signage along the bike path; and signage in Bettendorf directing bike traffic around and not through Haven's Acres.

11. REPORT FROM THE CITY ADMINISTRATOR: None

- 12. OTHER PUBLIC COMMENT/COMMUNICATIONS TO THE COUNCIL.** Jim Beran stated that some inlets need repair work after the new blacktopping of Route 67. He further stated that he wanted developer Seth Woods to give the City one hundred (100) feet of property on the west side of City Hall for future use and expansion.

13. **ADJOURNMENT:** Motion by Channon seconded by Krell to adjourn. All Ayes. Council closed at 9:02 PM.

NEXT REGULAR MEETING OF THE CITY COUNCIL: 7 PM, TUESDAY, August 14, 2018
OTHER MEETINGS OR NOTE:

Regular City Council Meeting	Tuesday, August 28, 2018	7:00 pm
Regular City Council Meeting	Tuesday, September 11, 2018	7:00 pm
Mayor’s Town Hall Meeting	Sunday, September 23, 2018	2:00 pm
Regular City Council Meeting	Tuesday, September 25, 2018	7:00 pm
Regular City Council Meeting	Tuesday, October 9, 2018	7:00 pm
Mayor’s Town Hall Meeting	Sunday, October 21, 2018	2:00 pm
Regular City Council Meeting	Tuesday, October 23, 2018	7:00 pm

Michael Bawden, Mayor

ATTESTED BY: _____
Ronald Fullerlove, City Clerk