

**Due to the COVID-19 concerns and social distancing recommendations, a virtual meeting was offered.*

BONDURANT CITY COUNCIL

Minutes

January 3, 2022

Bondurant City Council

1. Roll Call

Present: Mayor Doug Elrod, Tara Cox, Angela McKenzie, Bob Pepper, Matt Sillanpaa, Chad Driscoll

City Officials Present: City Administrator Marketa Oliver, City Clerk Shelby Hagan, Public Works Director John Horton, Planning & Community Development Maggie Murray, Fire Chief Aaron Kreuder, Library Director Jill Sanders

2. Call to Order and Declaring a Quorum

Mayor Elrod called the meeting to order at 06:01 PM and declared a quorum.

3. Abstentions declared

None.

4. Perfecting and Approval of the Agenda

Motion by Pepper, seconded by Cox, to approve the agenda. Vote on Motion 5-0. Motion carried.

5. Consent Agenda:

All items listed below are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the Consent Agenda and considered separately.

a. Approval of City Council Meeting Minutes of December 20, 2021

b. Claims List

c. Applications for Council Approval

d. R-220103-1-Resolution affixing a Date for a Public Hearing for February 7, 2022 to Consider the Proposed Annexation of Land into the City of Bondurant's City Limits

e. R-220103-2-Resolution approving Pay Request No. 1 for the Paine Heights Sewer Lining Project

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- f. R-220103-3-Resolution approving Pay Request No. 14 to Multiple Vendors for the Bondurant Library Expansion Project in the amount of \$10,945.41
 - g. R-220103-4-Resolution approving Pay Request No. 15 to Multiple Vendors for retainage for the Library Expansion & Renovation Project in the amount of \$72,562.33
 - h. R-220103-5-Resolution approving Parks & Recreation Meeting Dates for Calendar Year 2022
 - i. R-220103-13-Resolution appointing Jason Vore to the Board of Adjustment
Council Member Pepper clarified that the Parks and Recreation Board are moving back to monthly meetings.
Motion by Pepper, seconded by Cox, to Approve the Consent Agenda.
Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None.
Absent: None. Motion carried 5-0.
6. Guests requesting to address the City Council
Taylor Pickering, 141 Paine Street, SE, presented an issue she is experiencing with her sewer service. Staff investigated the issue to ensure the issue was not a result of the Paine Heights Sewer Lining Project. After investigation, a large root mass in the service stub. The homeowner is requesting the city to remove the tree from the right-of-way to prevent the issue from occurring again. The council and staff are requesting more information before proceeding with a decision.
- Lt. Gaeletch, Polk County Sheriff's Department, reported 584 calls of service for the month of December.
7. Presentations
- a. Library Annual Report
Jill Sanders, Library Director, presented the Library's Annual Report.
8. **Public Hearing**
- a. Public Hearing on Proposal to Enter into an Essential Purpose Loan Agreement
Mayor Elrod opened the public hearing at 06:27 PM.
City Administrator Oliver explained that the bonds are for the future city campus and the capital improvement projects associated with that project.
Mayor Elrod closed the public hearing at 06:29 PM.

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- b. Public Hearing on Proposal to Enter into a General Purpose Loan Agreement
Mayor Elrod opened the public hearing at 06:29 PM.
No public comment.
Mayor Elrod closed the public hearing at 06:29 PM.
- c. Public Hearing on Proposal to Enter into an Urban Renewal Loan Agreement
Mayor Elrod opened the public hearing at 06:29 PM.
Council Member Cox questioned if the bonds could be used for Central Park. City Administrator Oliver clarified that the bonds are specifically for the city campus project, but worded in a way where they can be used on other capital improvement projects.
Mayor Elrod closed the public hearing at 06:31 PM.

9. Action Items

- a. R-220103-6-Resolution adopting the City of Bondurant Records Retention Schedule
Motion by Driscoll, seconded by Cox, to Approve R-220103-6. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- b. R-220103-7-Resolution establishing Electronic Imaging and Destruction of Records and Documents Policy
Motion by Cox, seconded by Pepper, to Approve R-220103-7. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- c. R-220103-8-Resolution allowing Electronic Signatures to be Sent and Accepted by the City of Bondurant, Iowa
Motion by Driscoll, seconded by Pepper, to Approve R-220103-8. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- d. R-211207-340-Resolution approving Appointments to MWA Board for CY 2022
Motion by Cox, seconded by Sillanpaa, to appoint Bob Pepper and Approve R-211207-340. Roll Call: Ayes: Cox, McKenzie, Sillanpaa, Driscoll. Nays: None. Abstain: Pepper. Absent: None. Motion carried 4-0.
- e. R-220103-9-Resolution approving Appointments to the BRAVO Board for CY 2022
Motion by Pepper, seconded by Cox, to appoint Chad Driscoll as the primary and Matt Sillanpaa as the alternate, and Approve R-220103-9. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa. Nays: None. Abstain: Driscoll. Absent: None. Motion carried 4-0.

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- f. R-220103-10-Resolution approving Appointments to the MAC Board for CY 2022
Motion by Cox, seconded by Pepper, to appoint Matt Sillanpaa as the primary and Chad Driscoll as the alternate, and approve R-220103-10. Roll Call: Ayes: Cox, McKenzie, Pepper, Driscoll. Nays: None. Abstain: Sillanpaa. Absent: None. Motion carried 4-0.
 - g. R-220103-11-Resolution approving Agreement between Metro Waste Authority and City of Bondurant Iowa to manage Recycling, Solid Waste, and Yard Collection Waste Services
Motion by Pepper, seconded by Cox, to Approve R-220103-11. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
 - h. R-220103-12-Resolution taking Additional Action on Proposals to Enter into General Obligation Loan Agreements and Combining Loan Agreements
Motion by Cox, seconded by Pepper, to Approve R-220103-12. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
10. Discussion Items -
- a. Discussion regarding Draft Golf Cart Ordinance
Council discussed the ordinance, specific streets, rules, regulations, restrictions, etc.
 - b. Beggars' Night Date (designating the last Saturday of October each year)
The council discussed the pros and cons of potentially moving Beggars Night to the last Saturday of October.
11. Reports / Comments and appropriate action thereon:
- a. Mayor
Appointed Tara Cox to Mayor Pro Tem, looking forward to working with the new council members.
 - b. Council Members
Cox - Chamber & BDI updates, will not be at the next City Council meeting.
Driscoll - Happy to be here.
Pepper - Welcome new members.
Sillanpaa - Thanks for the welcome, and thanked Marketa for meeting with him.
McKenzie - None.
 - c. Administrator

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The next council meeting is on a Tuesday due to the holiday.

d. Directors

Sanders - None.

Kreuder - None.

Murray - The city received a \$20,000 dog park grant.

Horton - None.

12. **Closed Session-** Pursuant to Iowa Code 21.5.1(j) to discuss property acquisition and 21.5.1(c) potential or pending litigation

Motion by Pepper, seconded by Driscoll, to close the regular meeting and move into closed session at 07:27 PM. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

Mayor Elrod closed the closed session at 07:59 PM.

13. Adjournment

Motion by Pepper, seconded by Cox, to adjourn at 07:59 PM. Vote on Motion 5-0. Motion carried.

Shelby Hagan, City Clerk

ATTEST:

Doug Elrod, Mayor

I, the understated Mayor of the City of Bondurant, Polk County, Iowa, hereby certify that the foregoing is a true and accurate copy of proceedings had and done by the City Council on January 3, 2022, that all the subjects included in the foregoing proceedings were contained in the agenda for the meeting kept continually current and readily available for the public inspection at the Office of the City Clerk; that such subject were contained in said agenda for at least twenty-four hours prior to said meeting and the said minutes from which the foregoing proceedings have been extracted were in written form and available for public inspection within ten business days and prior to the next convened meeting of said body.

Doug Elrod, Mayor