

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

BONDURANT CITY COUNCIL

Minutes

February 7, 2022

Bondurant City Council

1. Roll Call

Present: Mayor Doug Elrod, Council Member Tara Cox, Council Member Bob Pepper, Council Member Matt Sillanpaa, Council Member Chad Driscoll

Absent: Council Member Angela McKenzie

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

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 Cox, seconded by Pepper, to approve the agenda. Vote on Motion 4-0. 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.

Mayor Elrod and City Administrator Oliver CivicPlus presented Curt Sullivan with the 2021 Small Town America Civic Volunteer Award.

- a. Approval of City Council Meeting Minutes of January 18, 2022 & January 31, 2022 (Special Meeting & Joint Planning Meeting)
- b. Receive and File - 2021 P&Z Annual Report
- c. Claims List
- d. Applications for Council Approval

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- e. R-220207-28- Resolution of endorsement for the City of Bondurant's application the Wellmark Foundation's Built Environment Grant regarding the Park Side to Bondurant Recreational Sports Complex trail connection
- f. R-220207-29-Resolution of endorsement for the City of Bondurant's application to the DNR's Land and Water Conservation Fund Grant for the Park Side to Bondurant Recreational Sports Complex Trail Connection Project
- g. R-220207-46- Resolution setting date of public hearing for February 22, 2022 to consider a rezoning from the Agricultural (A-1) District to the Limited Industrial (M-1) District and Conservancy (U-1) District, pending annexation, on land owned by GHOLDS LLC; and request for Future Land Use Map update from Reserve Office to Industrial on portions of land currently guided for Reserve Office.
- h. R-220207-30- Resolution approving the Everett Mauch Estate Preliminary Plat, a subdivision in unincorporated Polk County within two miles of Bondurant's city limits
- i. R-220207-31-Resolution approving Action to Order Construction and Setting a Date for Public Hearing and Letting for the Ditch #2 Stream Restoration Project and Set Date of Public Hearing
- j. R-220207-33-Resolution approving Corrected Special Warranty Deed for property located in downtown Bondurant (100 and 104 Main Street SE)
- k. R-220207-34-Resolution approving the amended Black Oak Farm Plat 1 Preliminary Plat, a subdivision in unincorporated Polk County within two miles of Bondurant's city limits.
- l. R-220207-35-Resolution approving Bondurant's membership and inaugural dues in the amount of \$1,380.94 to the Mid-Iowa Planning Alliance for Community Development (MIPA), a newly-formed Economic Development District (EDD)
- m. R-220207-36-Resolution reappointing Julie Bergeson to the Bondurant Community Library Board

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- n. R-220207-37-Resolution Approving Purchase of New Sewer Jet-Vac Equipment from Mid-Iowa Solid Waste Equipment Co. in the amount of \$461,045.00
- o. R-220207-38-Resolution approving Pay Request No. 16 to Multiple Vendors for the Bondurant Library Expansion Project in the amount of \$3,790.31
- p. R-220207-39-Resolution approving Pay Request No. 17 to Multiple Vendors for the Bondurant Library Expansion Project in the amount of \$30,334.61
- q. R-220207-40-Resolution approving Pay Request No. 16 from Story Construction for the Construction Management of the Library Expansion & Renovation Project in the Amount of \$2,565.41
- r. R-220207-41Resolution approving Change Orders Totaling \$4,163.33 for the Bondurant Community Library Expansion Project
Peffer commented on items 5e & f and congratulated Shelby on the newspaper bill.

Motion by Peffer, seconded by Driscoll, to Approve the Consent Agenda.
Roll Call: Ayes: Cox, Peffer, Sillanpaa, Driscoll. Nays: None. Absent: McKenzie. Motion carried 4-0.

- 6. Guests requesting to address the City Council
Curt Sullivan, 909 14th Street, SE, thanked the City Council and Marketa for the award and commented on the projects and progression of the city.
 - a. Polk County Sheriff's Report
Captain Van Hoozer reported 681 Calls of Service in the month of January with most of the calls for traffic stops and building checks.
 - b. CVB Update - Greg Edwards
Greg Edwards, Greater Des Moines Convention & Visitors Bureau, presented an update to the City Council.

7. **Public Hearing**

- a. Public Hearing on Proposed Property Tax Levy (Max Levy Rate)
Mayor Elrod opened the public hearing at 06:23 PM.
City Administrator Oliver explained the proposed property tax levy. The rate is neither the property tax levy the City is proposing nor the full levy rate. This hearing is about the maximum amount of revenue the City can

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collect from certain tax levies.

Mayor Elrod closed the public hearing at 06:26 PM.

- b. Hold Knuth annexation public hearing, a 100% voluntary annexation request within 2 miles of another community (Altoona).

Mayor Elrod opened the public hearing at 06:26 PM.

Planning & Community Development Director Murray explained that this is a voluntary annexation.

Mayor Elrod closed the public hearing at 06:27 PM.

8. Action Items

- a. R-220207-32- Resolution approving the Site Plan at 2510 Robinson Avenue, NE

Motion by Cox, seconded by Sillanpaa, to Approve R-220207-32. Roll Call: Ayes: Cox, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: McKenzie. Motion carried 4-0.

- b. R-220207-42- Resolution considering approval of the Knuth annexation request

Motion by Pepper, seconded by Cox, to Approve R-220207-42. Roll Call: Ayes: Cox, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: McKenzie. Motion carried 4-0.

- c. R-220207-43-Resolution approving the Maximum Property Tax Dollars for Affected Tax Levies for FY23

Motion by Pepper, seconded by Driscoll, to Approve R-220207-43. Roll Call: Ayes: Cox, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: McKenzie. Motion carried 4-0.

- d. R-220207-44-Resolution approving a professional services agreement with Veenstra & Kimm, Inc. for multiple projects related to the City of Bondurant Municipal Water System Improvements for an amount not to exceed \$1,126,000

Motion by Cox, seconded by Pepper, to Approve R-220207-44. Roll Call: Ayes: Cox, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: McKenzie. Motion carried 4-0.

- e. R-220207-45-Discussion and possible consideration of a resolution approving a Proposal from and authorizing the Mayor to execute an agreement with Emergency Services Consulting International in the amount of \$48,233 (inclusive of expenses) for Bondurant Emergency Services Department Strategic Plan

Motion by Driscoll, seconded by Pepper, to Approve R-220207-45. Roll Call: Ayes: Cox, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: McKenzie. Motion carried 4-0.

- f. R-220207-47-Resolution approving Bond Purchase Agreement, providing for the issuance of General Obligation Annual Appropriation

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Corporate Purpose Bonds, Series 2022A and providing for the levy of taxes to pay the same

Motion by Cox, seconded by Peffer, to Approve R-220207-47. Roll Call: Ayes: Cox, Peffer, Sillanpaa, Driscoll. Nays: None. Absent: McKenzie. Motion carried 4-0.

9. Discussion Items -

- a. Tree Removal Request (Paine Street)
City Administrator Oliver updated the council on the issue; the homeowner's line is clear. Staff recommends not removing the tree.
- b. -Greater Des Moines Partnership DC Trip
The City Council discussed the Greater Des Moines Partnership Washington D.C. trip and the investment and value the trip brings to the City.
- c. Continuation of Discussion Regarding Draft Golf Cart Ordinance
The City Council discussed the proposed ordinance with staff. City Administrator Oliver will make edits and send a draft to the Polk County Sheriff's Department for comment.

10. Reports / Comments and appropriate action thereon:

- a. Mayor
DART update, male library board member needed.
- b. Council Members
Peffer - Catch Des Moines meeting update, Parks and Recreation Board meeting update, joint meeting comments.
Driscoll - Joint meeting comments, upcoming BRAVO meeting, upcoming Tree Board meeting.
Cox - Chamber meeting tomorrow, BDI meeting on Wednesday, Cocktails & Conversation on Thursday at Los Altos restaurant, EPIC update.
Sillanpaa - P&Z update, joint meeting comments.
- c. Administrator
Shoutout to Shelby on the newspaper bill, John for grant application, and Maggie and Emily on their work on a project, hometown feel comments.
- d. Directors
Horton - Grant update, upcoming projects.
Kreuder - Staff and fleet update.
Murray - Upcoming P&Z meeting, joint meeting comments.

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

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Motion by Driscoll, seconded by Cox, to Move to close the regular meeting and move into closed session at 06:48 PM. Roll Call: Ayes: Cox, Pfeffer, Sillanpaa, Driscoll. Nays: None. Absent: McKenzie. Motion carried 4-0.

Mayor Elrod closed the closed session at 08:07 PM.

12. Adjournment

Motion by Pfeffer, seconded by Cox, to adjourn at 08:07 PM. Vote on Motion 4-0. Motion carried.

Shelby Hagan, City Clerk

ATTEST:

Doug Elrod, Mayor

I, the undersigned 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 February 7, 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