The Hiawatha City Council met in regular session in the Hiawatha Council Chambers on December 21, 2016. Mayor Bill Bennett called the meeting to order at 5:30 p.m. Council members present: Dick Olson, Bob Rampulla, Marty Bruns, and Aime Wichtendahl. Dennis Norton was absent. Staff present: Deputy City Clerk Kari Graber, Community Development Director Pat Parsley, Fire Chief Mike Nesslage and Police Chief Dennis Marks. Guests: Matthew Saur and Daniel Hoffmann. Note: Not all guests in attendance signed in.

Bruns moved the approval of the following consent agenda items: Approval of bills; Finance Director's Report for November 2016; City Clerk's Report for November 2016; **RESOLUTION #16-235 approving sewer waiver on second water meter for 2936 Diamondback Road**; Motion approving Mayoral and Council Appointments of Board and Commission members as follows: appointment of Board of Adjustment Member: Steve Dodson, effective January 1, 2017 - December 31,2021, appointment of Planning and Zoning Commission Member: Terry Trimpe, effective January 1, 2017 - December 31, 2020; Motion approving Mayoral and Council Re-Appointments of Board and Commission members as follows: re-appointment of Planning and Zoning Commission Member: Mark Powers, effective January 1, 2017 – December 31, 2021, re-appointment of Parks and Recreation Members: Dan Wilkes, Dawn Ewoldt and Deb Theis, effective January 1, 2017 - December 31, 2018, re-appointment of Water Board Member: Pat White, effective January 1, 2017 – December 31, 2022, re-appointment of Board of Appeals Members: Tom Belin and Deb Theis, effective January 1, 2017 – December 31, 2019, re-appointment of History Commission Member: Dick Larson, effective January 1, 2017 – December 31, 2019; Department Reports: Community Development, Fire, Library, Parks and Recreation, Police and Public Works, seconded by Olson. Motion carried.

Report from Council Members / Mayor / City Administrator

Council member Wichtendahl announced city staff, members of council and the mayor attended a Legislative forum with Dan Zumbach, Ashley Hinson and Liz Mathis on December 21, 2016. Items discussed included Tower Terrace Road, minimum wage, skilled workforce, body camera storage, unfunded mandates and reimbursement for EMS services.

Council member Bruns added he attended a meeting with city staff, the mayor and council member Olson on a proposal from Carl Sefl to perform marketing services for the city. Bruns said staff and elected officials determined the need to first step back and take a look at what the city already does including how the city currently promotes business and residential.

PUBLIC HEARING - to consider approving and placing on file the City of Hiawatha 2036 Comprehensive Plan

Mayor Bennett opened the public hearing to consider approving and placing on file the City of Hiawatha 2036 Comprehensive Plan at 5:30 P.M.

Council Member Wichtendahl commented the Comprehensive Plan is a good guidepost to help development.

Council Member Olson stated it is a living document subject to change as the city changes.

No additional written or public comments were received at or prior to the public hearing. Public Hearing closed at 5:36 P.M.

Wichtendahl presented RESOLUTION #16-236 approving and placing on file the City of Hiawatha 2036 Comprehensive Plan outlining goals and strategies and establishing a vision to guide future community development decisions in the City of Hiawatha. The 2036 Comprehensive Plan replaces Hiawatha's current Comprehensive Plan dated May 26, 2010, seconded by Olson. Roll call vote: AYES: Bruns, Wichtendahl, Olson, Rampulla. NAYS: None. ABSENT: Norton. **RESOLUTION #16-236 adopted.**

Special Event request submitted by Hemophilia of Iowa Foundation to hold their annual Clot Trot race in Hiawatha

Rampulla moved approval of a special event request submitted by Hemophilia of Iowa Foundation to hold their annual Clot Trot 5K and 10K race and use of Guthridge Park on Saturday, August 5, 2017, seconded by Bruns. Motion approved.

Approving the second annual Hiawatha Fun Fest event on August 25 and 26, 2017 and start up funding
Olson presented RESOLUTION #16-237 approving the second annual Hiawatha Fun Fest event including music/entertainment, a movie, various games and activities, fireworks, and food vendors in Guthridge Park, parade and 5K Fun Run; with event activities taking place on August 25, 2017 and August 26, 2017, and additionally approving event funding in the amount of $5,000.00, seconded by Wichtendahl. Roll call vote: AYES: Olson, Rampulla, Wichtendahl, Bruns. NAYS: None. ABSENT: Norton. **RESOLUTION #16-237 adopted.**

2016-2017 Emmons Street/North Center Point Road/Robins Road Intersection Improvements Phase 2 Roadway Package Project
Rampulla presented RESOLUTION #16-238 approving application for Partial Pay Estimate #3 for the 2016-2017 Emmons Street/North Center Point Road/Robins Road Intersection Improvements Phase 2 Roadway Package Project, and directing City Clerk to make payment to Rathje Construction Co., of Marion, in the amount of $145,138.53, seconded by Bruns. Roll call vote: AYES: Wichtendahl, Olson, Bruns, Rampulla. NAYS: None. ABSENT: Norton. **RESOLUTION #16-238 adopted.**

Amending the City's Purchasing Policies and Procedures by adding purchasing principles and updating bid and quotation limits
Council member Wichtendahl questioned purchasing procedures for low budget items; who has the final say on purchases if the Mayor and City Administrator do not agree.

Council member Bruns commented the Mayor's decision rules because the City Administrator reports to the Mayor.

Council member Olson asked the threshold limit for low budget items.

City Administrator Downs explained department heads submit purchases under $5,000 to the City Administrator and/or the Mayor for approval.

Bruns presented RESOLUTION #16-239 amending the City's Purchasing Policies and Procedures by adding purchasing principles and updating bid and quotation limits, seconded by Rampulla. Roll call vote: AYES: Bruns, Rampulla, Olson, Wichtendahl. NAYS: None. ABSENT: Norton. **RESOLUTION #16-239 adopted.**

Acknowledging and placing on file the FY 2015-2016 Audit
Olson presented RESOLUTION #16-240 acknowledging and placing on file the FY 2015-2016 Audit, seconded by Bruns. Roll call vote: AYES: Rampulla, Olson, Wichtendahl, Bruns. NAYS: None. ABSENT: Norton. **RESOLUTION #16-240 adopted.**

Rampulla moved to adjourn at 5:45 P.M., seconded by Wichtendahl. Motion carried.

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Bill Bennett, Mayor

ATTEST:

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Kelly Kornegor, City Clerk