

December 13, 2021  
City Council Meeting Minutes

The December 13, 2021 Regular City Council meeting was called to order at 6:00PM by Mayor Staner. The Pledge of Allegiance was recited and then Hosch, Knepper, Delaney, Kelchen and Rausch answered roll call.

A motion was made by Rausch, second by Delaney to approve the agenda. Motion carried.

Shirley McDermott addressed the Council asking questions regarding what was approved for the developer who plans on revitalizing the KC building in the downtown. The City will be applying for the grant and the City needs to provide a 25% match so the City approved tax reimbursement and the façade reimbursement. Teri Wollenberg also addressed the Council regarding the same thing and commented that it is still tax payer dollars being used.

Council reviewed the items in the consent agenda including City Council minutes 11/22/21 and Council Budget Workshop minutes 12/06/21, Library Board minutes 12/07/21, Park Board minutes 12/06/21, Cascade Economic Development Corporation minutes 10/27/21, cigarette/tobacco permit for McDermott Oil Company, DBA Lyons Service Center, Liquor License Renewal for La Unica Grocery Store and McDermott Oil Company and December claims for payment and November financial reports and fund balances and revenue by fund as follows: General \$78,567.62; Special Revenues \$145,445.83; Debt Service \$3,778.12; Capital Project \$15,167.67; Enterprise \$101,454.32. Motion by Delaney, second by Hosch to approve the items in the consent agenda. Motion carried.

It was then time to hold the public hearing to adopt the City Code of Ordinances. Motion by Rausch, second by Delaney to open the public hearing at 6:05pm. Motion carried unanimously. No comments received from the public. Motion by Delaney, second by Knepper to close the public hearing at 6:06pm. Motion carried unanimously.

Council reviewed the *1<sup>st</sup> Reading of Ordinance #9-21*, Ordinance Adopting the City Code of Ordinances, with the consideration of waiving the *2<sup>nd</sup> & 3<sup>rd</sup> Readings*. This ordinance is simply adopting the updated codified Code of Ordinances. Teri Wollenberg addressed the City Council and stated she is objecting to approving the Code as presented since the updated storm water ordinance is not included and objecting to waiving the *2<sup>nd</sup> & 3<sup>rd</sup> readings*. Shirley McDermott also objects to the Code as presented since the proposed ordinance she presented is not included & also waiving the *2<sup>nd</sup> & 3<sup>rd</sup> Readings*. Council Member Hosch also doesn't think we should waive the *2<sup>nd</sup> & 3<sup>rd</sup> Readings*. After discussing, motion by Hosch, second by Knepper to approve the *1<sup>st</sup> Reading of Ordinance #9-21*. Motion carried unanimously by roll call vote.

Mayor Staner announced that a resignation letter from City Administrator Deanna McCusker had been received, with her final date of employment as January 14, 2022. Mayor Staner said it has been a pleasure working with Deanna and that she didn't just do the job, but volunteered for many other committees and events in the community and she committed so much time to this city, more than a normal city administrator. She did a tremendous job for Cascade and will be missed. Council members also thanked her for her time here in Cascade. Shirley McDermott also thanked Deanna for always responding to her requests for information. Motion by Kelchen, second by Rausch to approve the resignation of Deanna McCusker. Motion carried unanimously.

Mayor Staner announced that a resignation letter from Public Works employee Chris Felton had been received, with his final date of employment as January 5, 2022. It is a real loss losing Chris since we had high hopes for him with the City. Motion by Rausch, second by Delaney to approve the resignation of Chris Felton. Motion carried unanimously.

Council discussed the process to hire a new City Administrator or an Interim City Administrator. Patrick Callahan from Callahan Municipal Consultants, LLC provided options to the City Council via a letter. They could conduct a search themselves, hire an interim, paid consultant or a complete search process. Everyone agreed getting someone in as soon as possible, even before Deanna is gone would be the best option. The interim could be hired for 6 months and evaluated at that time for full-time employment or a search could be done at that time. Motion by Kelchen, second by Delaney to reach out to Patrick Callahan regarding the interim candidates he has and to have Steve & Andy meet with them. Motion carried unanimously.

Council discussed how to move forward with hiring a public works employee and a seasonal employee to assist with snow removal until we can get a full-time employee hired. We will post an ad in next week's Pioneer and accept applications until the end of the year for a full-time position. We will also reach out to the person who has helped us in the past with snow removal and if that doesn't work out talk with other snow removal companies to assist us. Motion by Kelchen, second by Delaney to advertise for a full-time public works employee and to reach out to a person regarding assisting us with snow removal or a company. Motion carried unanimously.

Council reviewed **Resolution #58-21**, Resolution Accepting BerganKDV's Financial Audit of the City of Cascade's 2021 Fiscal Year Which Began July 1, 2020 and Ended June 30, 2021. Since Council just received the audit booklets at the meeting, motion by Hosch, second by Rausch to table accepting the audit report until the December 20, 2021 meeting. Motion carried unanimously.

Council reviewed the *1<sup>st</sup> Reading* of **Ordinance #10-21**, An Ordinance Amending the Code of Ordinances of the City of Cascade, Iowa, by Amending the Provisions for Sewer Charges in the City of Cascade, Iowa. This will eliminate the charge of \$72.73/1,000 gallons for occasional sales, such as dumping septic tanks since the DNR will not allow us to do this and we removed the manhole that had been used for this in the past. Motion by Kelchen, second by Hosch to approve the *1<sup>st</sup> Reading* of **Ordinance #10-21**.

Council received a report from the Police Chief and City Administrator. The Police Chief let the Council know that the new police car is at Racom and it should be done the end of this week or early next week. The City Administrator asked City Council if holding a budget workshop on December 20<sup>th</sup> will work. Also, regarding the Business Route change, the DOT handles all the sign changes on the State highway, but the City will be charged for the signs. The City will need to handle any sign changes within the City. Also, with the passage of the Infrastructure Bill at the Federal Government there will be funding coming down from the DNR for water infrastructure. More information coming in the near future.

The City Administrator presented a plaque of appreciation and thanks to Council member Hosch and Mayor Staner. Mayor Staner thanked everyone and said it has been a huge honor to have served the people of Cascade for 14 years. We have got a lot done and that is due to good council members and past council members. In Cascade we get things done when we set our mind to it. We work for the public definitely not for ourselves. He would recommend that anyone step up for the position.

Council Member Hosch also wanted to discuss accomplishments that have been done over the past few years including storm intakes working on Garfield Street SW, downtown parking lot, 1<sup>st</sup> floor of the bank building getting renovated with a new business coming next year, Cheryl's Flour Garden & Bakery, Corner Taproom and Happy Joes and now coming in the near future, the renovated KC building. He also asked to be considered for the Council appointment.

Mary Jane Schlemme from Two Gingers was also present and brought up the parking in the alley behind Two Gingers. There were parking signs and then the Mayor had the signs removed. The Police Department are issuing parking tickets since the City Code states that there must be 10' of travel portion open. Parking in downtown is a big issue. It was suggested that maybe get the alley surveyed to know exactly how much is city

property. City Council should discuss possible solutions to the downtown parking issues maybe during budget workshops.

With no other business, Kelchen moved and Hosch seconded to adjourn the regular meeting at 6:50p.m. Motion carried.

Deanna McCusker, City Administrator

Greg Staner, Mayor