

City of Knoxville
City Council Meeting
Monday, April 20, 2020 at 6:15 p.m.
Teleconference

1. Call To Order

MEMBERS PRESENT:

Mayor Brian Hatch ____, Council Member Megan Suhr ____, Council Member John Gotta ____, Council Member Dylan Morse ____, Council Member Justin Plum ____, Council Member Jyl DeJong _____.

2. Citizen/Public Comments
Discussion

3. Consent Agenda

3.I. Approve City Council Meeting Minutes Of April 6, 2020

Documents:

[04-06-20 COUNCIL MINUTES.PDF](#)

3.II. Accept Airport Commission Meeting Minutes Of February 8, 2020

Documents:

[AIRPORT MINUTES.PDF](#)

3.III. Accept Housing Board Meeting Minutes Of February 17, 2020

Documents:

[HOUSING MINUTES.PDF](#)

3.IV. Accept Water Board Meeting Minutes Of April 14, 2020

Documents:

[WATER BOARD MINUTES.PDF](#)

3.V. Approve Reappointment Of Wayne Westberg To The Airport Commission Board

Documents:

[AIRPORT COMMISSION.PDF](#)

3.VI. Accept Joseph Wepler As Police Officer

Documents:

[COUNCIL LETTER HIRE WEPPLER 2020.PDF](#)

3.VII. Accept March 2020 CSO Report

Documents:

4. Item Agenda

4.I. Mayoral Reading Of National Library Week Proclamation

Documents:

[LIBRARY PROCLAMATION.PDF](#)

4.II. Approve Resolution Setting The Date For Public Hearing On Proposal To Enter Into A General Obligation Street Improvement Loan Agreement And To Borrow Money Thereunder In A Principal Amount Not To Exceed \$1,120,000

Documents:

[RES 04-22-20 HWY 14 G.O..PDF](#)

4.III. Discussion And Possible Action Regarding Building Improvements

4.IV. Approve Payment Of Claims

5. Reports

- A. Mayor's Report
- B. City Manager's Report

6. Adjourn To Closed Session According To Section 21.5(C)(Potential Litigation) Of The Iowa Code

6.I. Closed Session

7. Reconvene In Open Session And Council Action As Needed

8. Adjourn

Motion _____ Second _____
Vote _____ Time _____

Tricia Kincaid, City Clerk

COUNCIL MINUTES

April 6, 2020

The City Council of the City of Knoxville, Iowa convened in regular session Monday, April 6, 2020 at 6:15p.m. via teleconference. Mayor Brian Hatch presided and the following Council Members were present: Megan Suhr, John Gotta, Dylan Morse, Justin Plum and Jyl DeJong. Staffs present were City Manager Aaron Adams, City Clerk Tricia Kincaid, Police Chief Dan Losada, Fire Chief Cal Wyman.

Motion by Morse; seconded by DeJong to approve the consent agenda as follows, all ayes.

1. Approve City Council Meeting Minutes of March 16, 2020
2. Accept Parks and Recreation Commission Minutes of January 13, 2020
3. Accept Water Board Minutes of March 10, 2020
4. Accept Library Board Meeting Minutes of March 18, 2020
5. Approve Class C Liquor License for Dut's American Legion
6. Approve Class C Liquor License for Casey's General Store #1610
7. Approve Garbage Haulers and Recycling License for Brown's Sanitation
8. Approve Appointment of Lindsey Carlson to the Library Board
9. Approve Reappointment of Dixie Brown to the Airport Commission Board
10. Approve Appointment of Mark Worrall to the Civil Service Board

Motion by Suhr, seconded by Morse to Approve the Police Department Vehicle Purchase from Motor Inn in the amount of \$24,445.00; All ayes.

Motion by Gotta, seconded by Morse to Approve Resolution Approving the Offer to Buy Real Estate and Acceptance for Property Owned by Competine Creek, L.L.C. and Steven Everly. City Manager Aaron Adams explained this purchase is being pursued by the Water Department. There are no City's funds involved with this. It is immediately adjacent to land owned by the Water Department, but would be owned and recorded in the City's name; all ayes.

Motion by Morse, seconded by Suhr to remove from the table; approve Reappointment of Penny Sommar to the Civil Service Board; all ayes.

Motion by Suhr, seconded by Gotta to Approve Reappointment of Penny Sommar to the Civil Service Board retroactive to May of 2019; all ayes.

Motion by Morse, seconded by DeJong to remove from the table; approve Reappointment of David Hoke to the Civil Service Board; all ayes.

Motion by Morse, seconded by DeJong to Approve Reappointment of David Hoke to the Civil Service Board retroactive to April of 2018; all ayes.

Motion by Morse; seconded by Suhr to approve payment of claims; all ayes.

89806	AFLAC	AFLAC-DIS/POST	\$305.99
89807	COLLECTION SERVICES CENTER	CHILD SUPPORT	\$1,928.62
89808	ICMA RETIREMENT TRUST	ICMA	\$1,079.71
89809	MUNICIPAL FIRE & POLICE	MFPRSI	\$19,862.63
89810	KNOXVILLE FIRE & RESCUE ASSC	FIRE DUES	\$57.60
89811	CITY OF KNOXVILLE	SLF FND BEN-F	\$12,879.94
89812	DELTA DENTAL OF IOWA	DELTA DENTAL	\$578.62
89813	PLIC-SBD GRAND ISLAND	LIFE INSURANCE	\$666.17
89814	EMPLOYEE BENEFIT SYSTEMS	HEALTH FAM BEN	\$34,486.84

89885	ABS SANITATION	MONTHLY SERVICE	\$62.00
89886	ALLIANT ENERGY	GAS SERVICE TO AIRPORT	\$326.33
89887	BRUENING ROCK PRODUCTS INC	ROCK FOR PARKING LOT	\$140.25
89888	KNOXVILLE AVIATION	DISH NETWORK BILL FOR AIRPORT	\$142.32
89889	MANATTS INC	RUNWAY RECON PROJECT 15/33	\$31,869.09
89890	MC CLURE ENGINEERING CO	ENGINEERING FOR HANGAR	\$14,021.86
89891	ABC PEST CONTROL	MONTHLY SPRAY	\$39.85
89892	BAKER & TAYLOR	MARC RECORDS	\$2,660.00
89893	CENTER POINT LARGE PRINT	FICTION SERIES BOOKS	\$129.42
89894	GOLDEN HORSE LTD	ACTS OF INNOCENCE	\$14.00
89895	KNOXVILLE WATER WORKS	GEBHARDT HOUSE WATER	\$34.20
89896	KONE INC	DOOR MAINTENANCE	\$3,173.97
89897	HEATHER LIBBY	SPRAY BOTTLES	\$7.96
89898	LIBRARY FURNITURE INTERNATIONA	CHILDRENS AREA SHELVING	\$1,513.00
89899	QUILL CORPORATION	OFFICE SUPPLIES	\$290.22
89900	HOLLY SHELFORD	MILEAGE/FOOD REIMBURSEMENT	\$136.27
89901	PATTI STOCKDALE	THREE LITTLE THINGS BOOK	\$18.50
89902	TECH LOGIC	IT SOFTWARE RENEWAL	\$400.00
89903	THE BOOK FARM, INC.	CHILDREN'S BOOKS	\$898.32
89904	XEROX CORPORATION	COPIER CHARGES	\$445.82
89905	AFLAC	AFLAC-DIS/POST	\$305.99
89906	COLLECTION SERVICES CENTER	CHILD SUPPORT	\$1,928.62
89907	ICMA RETIREMENT TRUST	ICMA	\$1,099.59
89908	KNOXVILLE FIRE & RESCUE ASSC	FIRE DUES	\$53.76
89909	ALLIANT ENERGY	REC CENTER	\$6,519.28
89910	ATOMIC TERMITE & PEST CONTROL	MONTHLY PEST CONTROL	\$80.00
89911	ROBERT & THERESE AUGUSTIN	SIDEWALK REHAB	
89912	KEEPITSAFE, INC.-LIVEVAULT	REIMBURSEMENT	\$602.43
89913	CHELSEA BENDER	90 DAY RETENTION	\$218.81
89914	BILL'S SERVICE AND REPAIR	SWIM LESSON REFUND	\$96.00
89915	BOUND TREE MEDICAL LLC	ENGINE DIAGNOSTICS ON 27 & 29	\$216.30
89916	BROWN'S SANITATION	RACE TRACK EMS SUPPLIES	\$944.83
89917	DARREL BROWN	CLEAN UP FOR 509 S 2ND ST	\$365.00
89918	CANON FINANCIAL SERVICES INC.	FEBRUARY PREMIUMS	\$485.10
89919	CAYLER CONSULTING LLC	COPIER MAINTENANCE	\$572.28
89920	CENTRAL IOWA DISTRIBUTING INC	POLICE CHIEF RECRUITMENT	\$2,972.50
89921	CREATIVE LANDSCAPING	TISSUE/BATH	
89922	ERIKA DEGEEST	TISSUE/TOWELS/WIPE	\$680.00
89923	DIGITAL ALLY INC	WEED CONTROL AND FERTILIZER	\$626.91
89924	ELLIOTT EQUIPMENT COMPANY	SWIM LESSON REFUND	\$64.00
89925	EMPLOYEE BENEFIT SYSTEMS	INTERFACE BOX	\$210.00
		GUTTER BROOM X4	\$1,261.78
		SAFE-T FUND	\$16,682.82

89926	EXCEL MECHANICAL CO INC	SERVICE/LABOR/REPAIR GAS LEAK	\$850.00
89927	FBINAA	LE SEMINAR FOR LT	\$450.00
89928	FIRE RECOVERY EMS	FEBRUARY EMS BILLING	\$3,598.18
89929	FIRE SERVICE TRAINING BUREAU	HAZMAT TESTING	\$50.00
89930	AT&T MOBILITY	VOICE/DATA PLAN	\$417.57
89931	FRANK DUNN CO	35 BAGS STREET PATCH	\$525.00
89932	GRAINGER PARTS	VAC BREAKER ASSEMBLY	\$123.60
89933	MEGAN GRIFFITH	SWIM LESSONS REFUND	\$64.00
89934	GRITTERS ELECTRIC INC	FIX CONTROLLER/SERVICE	\$103.45
89935	RACHELLE HALL	SWIM LESSONS REFUND	\$32.00
89936	INFRASTRUCTURE TECHNOLOGIES	IT PIPES SERVICE AGREEMENT	\$1,600.00
89937	IOWA DEPT OF TRANSPORTATION	CUTTING EDGE AND CURB GUARDS	\$2,811.66
89938	IOWA EMERGENCY VEHICLE	INSTALL LIGHTS ON DURANGO	\$170.00
89939	JOHNSON CONTROLS	FIRE ALARM PULL STATIONS	\$1,282.10
89940	TARYN JOHNSON	MEMBERSHIP REFUND	\$47.00
89941	KAY PARK-REC CORP	DOGIPOT	\$504.80
89942	KEYSTONE LABORATORIES INC	FEBRUARY TESTING	\$1,132.00
89943	KIEFER AQUATICS	STARTING BLOCKS	\$13,454.08
89944	KNOXVILLE WATER WORKS	SEWER RENT COLLECTION	\$4,166.66
89945	LAW OFFICES OF HOPKINS &	CONSULT FOR BOA MEMBER	\$280.00
89946	MARION COUNTY RECORDER	SOUTHERN BANK EASEMENT	\$328.00
89947	MARTIN MARIETTA AGGREGATES	DEICING SAND	\$641.81
89948	RHONDA MEYERHOFER	SWIM LESSONS REFUND	\$32.00
89950	MIDAMERICAN ENERGY COMPANY	0 STREET LIGHTING 56%	\$11,957.75
89951	MIDWEST OFFICE TECHNOLOGY INC	COPIER CONTRACT	\$595.15
		SIDEWALK REHAB	
89952	WILLIAM MILLER	REIMBURSEMENT	\$375.39
89953	MODERN MARKETING	SAFETY SUPPLIES	\$2,759.97
89954	MOTOR INN OF KNOXVILLE	PW TRUCK OIL CHANGE	\$72.00
89955	NATIONAL PAPER & SAN SUPPLY	BATHROOM TISSUE	\$233.64
89956	O'HALLORAN INTERNATIONAL INC	LOWER MIRROR BRACKET	\$56.38
89957	O'REILLY AUTOMOTIVE INC	DEF FOR AMBULANCES	\$37.59
89958	OFFICE DEPOT	OFFICE SUPPLIES	\$419.55
89959	ONE BEAT FOREMOST	AHP VENTILATOR COVID-19	\$5,112.33
89960	PIERCE FENCE CO	CORE DRILLING STARTING BLOCKS	\$1,015.28
89961	PITNEY BOWES	LEASING CHARGES	\$202.92
89962	PLUMB SUPPLY COMPANY	THERMOSTAT	\$183.34
		NEW COMPUTER FOR NCIC	
89963	PROVANTAGE LLC	SYSTEM	\$704.00
89964	RAMAEKER SCREEN PRINTING	SHIRTS	\$1,350.00
89965	PAULA RANKIN	SHIPPING RETURN ITEMS	\$21.15
89966	REFLECTIVE APPAREL FACTORY,INC	REFLECTIVE SHIRTS	\$108.45
89967	ROMAR	RESPIRATOR MASKS	\$24.60

89968	SNYDER & ASSOCIATES INC	HWY 14 CONVERSION	\$10,435.00
89969	SPAHN & ROSE LUMBER	2X4 CEDAR- X19	\$549.84
89970	STUYVESANT,BENTON & JUDISCH	MONTHLY RETAINER	\$2,000.00
89971	SUMMIT COMPANIES	FIRE EXTINGUISHERS INSPECTIONS	\$737.25
89972	THE FIRE STORE	REPLACEMENT OF UNIFORM	\$76.98
89973	TK CONCRETE INC	2018 SIDEWALK PAY APP #9	\$72,791.22
89974	US CELLULAR	CELLPHONE	\$338.78
89975	USIQ INC	EVIDENCE BOXES FOR PISTOLS	\$148.37
89976	VAN WALL EQUIPMENT	WEEDEATER AND STRING	\$759.60
89977	VERIZON	PD CELL PHONES FEB-MARCH 2020	\$668.35
89978	CHEYANNE WALLACE	SWIM LESSONS REFUND	\$96.00
89979	KELSEY WELDON	SWIM LESSONS REFUND	\$64.00
89980	WEX BANK	POLICE	\$5,195.63
		SIDEWALK REHAB	
89981	WENDELL & IRMA WILLIAMS	REIMBURSEMENT	\$628.23

Mayor's Report: Mayor Hatch went through stating the Library and Rec Center continue to stay closed. City Hall is still open but closed to the public, please call or email for any necessary business. Police and Fire Stations will remain open but public access will be limited to the front lobby, please call or email before stopping by. Waste Water and the Street Department will continue to operate as normal, but is closed to the public. The Airport will remain closed to the public. All City Board and Commission meetings will be done electronically if necessary. City Council Meetings as we are approving right now will be done electronically and closed to the public. As of today, due to the Governor's new proclamation, all city playground areas, play courts, dog park, skate park, shelter houses, restroom utilities will all be closed to the public. The green space and Competine Trail will remain open to the public. All closures will remain closed until further notice. The Mayor wanted to thank the citizens of Knoxville for their participation and cooperation throughout this time. Greatly appreciate everyone's efforts to help slow the spread. Now is the time. The next couple of weeks will be critical to us all. Special emphasis on social distancing and limiting trips out of the house and always practicing good hygiene. Social distancing does not mean no communication at all. Please take the time to check on loved ones, friends and neighbors. Currently the city is working on a neighbors helping neighbors program that will roll out later this week. Watch for a press release to explain more of this. Thank you everyone for making Knoxville great!

City Manager's Report: Aaron Adams wanted to reiterate what the Mayor said and to keep up the great work. City Hall, staff is still working, will be working somewhat remotely, if your call is not immediately answered, please leave a message those are forwarded on to us even if we are not physically in the building. Also, the city is trying to proceed with business, Highway 14 program is continuing to move forward, the Roche Street Culvert and project at the Airport. We continue to receive applications and have a deadline for those applications of April 17th as we continue to pursue in finding our new police chief.

Fire Chief Cal Wyman: They are working with the Marion County Public Health, Marion County Emergency Responders, Marion County EMA, The Board of Supervisors and the Hospital. Ambulances are set up; they have one specifically designed for the Covid-19 response. Still getting some PPE's in.

Police Chief Dan Losada: Wanted to add what everyone else has said, thanking citizens for their cooperation. If they see people gathering, they will be asked to move on and vacate and go forward from there. Stay safe.

Motion by Morse, seconded by Gotta to adjourn the meeting at 7:00 p.m.; all ayes.

Brian Hatch, Mayor

ATTEST:

Tricia Kincaid, City Clerk

KNOXVILLE AIRPORT COMMISSION – February 8, 2020

The Knoxville Airport Commission met in regular session on February 8, 2020, 7 a.m., with Commission Chairman, Wayne Westberg presiding. Members present were Ella Crawford, Loren Steenhoek, Dixie Brown and Airport Manager Dan Van Donselaar. Larry Smith was excused.

Hangar Currency: No report.

Airport Project List: Discussion only.

Update on Runway 15/33: All plans are on schedule.

Update on Air Methods new crew quarters: The sewer, water and electric trenching is done. Dry wall in the new house is not done.

Update on new hangar project: Estimates on building size for our budget will be submitted at the next Commission meeting.

Approval of one year farm ground lease: Ella Crawford moved and Loren Steenhoek seconded a motion to accept the one year farm lease agreement with Synhorst Livestock and Grain for \$21,600 with re-bidding after 15/33 Runway Project is finished. Motion carried.

Claims: Ella Crawford moved and Loren Steenhoek seconded to approve the claims as read. Motion carried.

Airport Manager Report and Safety Checklist: Everything is in winter working order. Wayne Westberg moved and Dixie Brown seconded a motion to approve this report. Motion carried.

Loren Steenhoek moved and Ella Crawford seconded a motion to adjourn at 7:40 a.m. Motion carried.

Wayne Westberg, Airport Commission Chairman

ATTEST:
Janet Westberg, Secretary

MINUTES

Low Rent Housing Agency of Knoxville
Location: Conference Room of the Housing Agency
February 17, 2020

Present: Vice Chairman, Jerrold Jordan, Board Member(s) Annie Leonard and Brent Hanna. Also present was Executive Director Susan Swartzendruber, Secretary for the Board.

Absent: Board Members: Chairman, Don Croghan and Teresa Higginbotham.

Motion by Brent Hanna with second by Annie Leonard to approve the consent agenda. All voted aye. The consent agenda included the minutes of the regular Housing Board Meeting of January 20, 20120, the Occupancy Report and Stop Loss Monitoring Report.

Motion by Annie Leonard with second by Brent Hanna to approve the payment of claims. All voted aye.

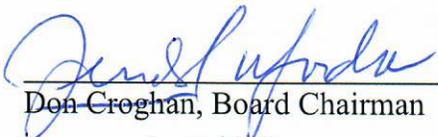
Executive Director briefly updating the Board concerning upcoming projects scheduled for 2018 and 2019 CFP grants. Projects include: Furnace and A/C installation at 410 N. 7th St. (Valley View, units 1-4).

Reviewed Public Housing rent payment procedure and ACOP. A bulletin was also mailed to all PH tenant's homes, reviewing policy and procedure.

Discussion of operating budget for fiscal year ending March 31, 2021. Executive Board discussed different options and agreed to recommend placing a hold on rehiring for the position of PH staff. Increases to wages reflect a 3% increase for all staff. ED and HCV Coordinator salaries were aligned with wage surveys. ED will present information to the Fee Accountant for preparation.

Motion by Annie Leonard with second by Brent Hanna to accept the January 2020 financial statements. All voted aye to approve the January 2020 financial statements.

Motion by Annie Leonard and second by Brent Hanna to adjourn the meeting. All voted aye.



Don Croghan, Board Chairman
VICE
JERROLD W. JORDAN



Susan Swartzendruber, Secretary

Regular Meeting
Knoxville Water Works
Board of Trustees
April 14, 2020

The Board of Trustees of the Knoxville Water Works met in a regular session at 5:30 P.M. on April 14, 2020 at the Water Works office. The meeting was called to order by Chairman Merle Vickroy, with Trustees Dwight Sommar and Kathy Caviness present.

Trustee Sommar motioned and Caviness seconded to approve the agenda as presented.

Roll Call- AYES: Vickroy, Sommar, Caviness NAYS: None

A motion was made by Caviness and seconded by Sommar to approve the Consent Agenda items as follows:

1. Approval of the minutes of the March 10, 2020 regular Board Meeting.
2. Approval of the audited claims.
3. Approval of the financial reports for March.

Summary of receipts for March-

Operating Funds = \$	129,728.38
Trust Funds = \$	<u>1,000.00</u>
	\$ 130,728.38

Summary of disbursements for March-

Operating Funds = \$	126,351.64
Trust Funds = \$	<u>1,455.00</u>
	\$ 127,806.64

Roll Call- AYES: Vickroy, Sommar, Caviness NAYS: None

Pay Estimate #4 (Final) and the Certificate of Completion for the 132nd Pl. Water and Raw Water Line Replacement Project were reviewed. Trustee Caviness motioned to approve Pay Estimate #4 (Final) and the Certificate of Completion. Trustee Sommar seconded.

Roll Call- AYES: Vickroy, Sommar, Caviness NAYS: None

A survey agreement With Veenstra & Kimm, Inc. for the proposed Well #4 was reviewed and discussed. Trustee Sommar motioned to approve the agreement. Trustee Caviness seconded.

Roll Call- AYES: Vickroy, Sommar, Caviness NAYS: None

The General Manager reported to the Board on operational and personnel issues.

Trustee Caviness made a motion to adjourn the meeting. Trustee Sommar seconded.

Roll Call- AYES: Vickroy, Sommar, Caviness NAYS: None

Merle Vickroy
Chairman

Attest:

Brian W. Bailey
Secretary and General Manager



ADVISORY BOARD/COMMISSION
APPLICATION FORM

Individuals serving on Boards and or Commissions play an important role in advising the City Council on matters of interest to our community and its future. Most applicants must reside within the City limits of Knoxville.

After a vacancy has been announced, the Council reviews all applications during a work session. The appointment is made at the next formal City Council meeting. Appointees serve as unpaid volunteers.

Return the application to Mayor, City of Knoxville, 305 S. Third Street, Knoxville, Iowa 50138.

This application is a public document and as such can be reproduced and distributed for the public. This application will be considered for three (3) months only and automatically considered for any vacancy during that time.

ADVISORY BOARD/COMMISSION NAME Airport Commission TERM _____

NAME Wayne Westberg HOME ADDRESS 1931 Old Hwy 92 Harvey Ia 50119

Is your home address (listed above) within the corporate limits of Knoxville? ___ Yes No

How long have you been a resident of Knoxville? 1951-1973 1968-2010 owned

Occupation Retired Employer and operated business across from airport

Telephone Number (Home) 641-842-3350 Business Westbergs INC

Cell Phone 641-891-0001 Email Address WJWestberg@gmail.com

Experience and/or activities which you feel qualify you for this position _____

My Wife and I are Private Pilots. We own an aircraft and it is Hangared at Knoxville airport I have assisted Manager Dan Van Donselaar with all aspects of airport operations.

What is your present knowledge of this advisory Board/Commission? I Have been on The Knoxville Airport Commission since 2002 and acting Chairman or Chairwoman since 2009 to Present.

What contributions do you feel you can make to this advisory Board/Commission (or state reason for applying)?

Continue to improve & maintain airport operations as well as apply for Federal grants when the need and opportunity exist.

Specific attention should be directed to a possible conflict of interest. Please list any present affiliations you have with agencies, which may apply for funding from the City. Affiliation means being a board member or employee of the agency. Other types of affiliation must be examined on a case-by-case basis by the City Attorney's Office.

You should know that Section 362.5 of the Code of Iowa generally prohibits, with certain important exceptions, a member of a city board or commission from having an interest in a city contract. A copy of Section 362.5 is attached. If you have any questions, please contact the City Manager's Office at 641-828-0550.

If you are uncertain whether or not a potential conflict of interest exists, please list the agency and the City may contact the City Attorney's office.

If you are not selected, do you want to be notified? Yes No

Do you currently serve on another City of Knoxville Board or Commission? Yes No

It has been Council policy not to permit an individual to serve on two (2) Boards or Commissions at the same time.

Signature of Applicant Wayne Westberg Date 3/24/2020

Misrepresentations on this application will constitute just cause for removal as an appointee. If you fail to answer all questions on the application, you may not be considered for appointment.

COUNCIL LETTER
City of Knoxville
April 20, 2020

Agenda Item: Swear in Joseph Wepler as police officer.

Background: The Police Department has one open position. After an evaluation process which included a background investigation Joseph Wepler was determined to be the best candidate for the position.

Joe is a Sheldon High School graduate with a bachelor's degree in criminal justice from Simpson College. Joe was a starter on Simpson's football team where he was a defensive captain. Joe is currently working on obtaining a master's degree.

Joe has been assigned to a Field Training Officer to begin his training. This on-the-job training typically lasts 14 weeks. Additionally, Joe will be sent to the Iowa Law Enforcement Academy to complete that 14-week program.

Policy Question: Should the Council accept Joseph Wepler in as a police officer?

Budget Impact: This is a budgeted expense.

Recommendation: The Police Chief recommends the hiring of Joseph Wepler.

Supporting Document: none



Memo

To: City Council
From: Chief Dan Losada
Date: April 20, 2020
Re: March 2020 CSO Report

In March 2020 Community Service Officer Arlene Worrall spent 66 hours on Code Enforcement issues and 110 hours in the Police Department Records. Part Time CSO II Patrick Marti worked 88 hours. Together the CSOs worked on the following issues.

Accessory Structure	1	
Dangerous Building	1	
Debris Storage	12	
Gravel Parking Area	1	
Junk Vehicle	10	
Parking in Yard	8	
Parking on Sidewalk	0	
Permit Required for Driveway		1
Mandatory Garbage	0	
Mud being drug onto city roadway	1	
Residing in Camper	1	
Snow Removal	0	
Citations Issued	1	
Court Dates	1	
Parking Citations	35	
Properties Inspected	31	
Property Owners /Residents Contacted	30	
Work Hired Out		1 - 122 East Robinson awning collapse on 3/12/2020.

CSO Worrall met with Nathan Sage to do a “Let’s Talk” regarding City of Knoxville’s Spring and Summer codes.

**National Library Week 2020
Proclamation**

WHEREAS, today's libraries are less about what they have on the shelves and more about what they can do with and for their communities;

WHEREAS, libraries have long served as trusted and treasured institutions where people of all ages, interests and backgrounds can come together and learn alongside one another;

WHEREAS, libraries of all types are at the heart of their cities, towns, schools and campuses;

WHEREAS, libraries offer members of the community a welcoming space and opportunities to explore new passions through technology, programs and services;

WHEREAS, libraries and librarians help patrons find tools to help improve the quality of their life;

WHEREAS, libraries, which promote the free exchange of information and ideas for all, are cornerstones of democracy;

WHEREAS, libraries strive to develop and maintain programs and collections that are as diverse as the populations they serve;

WHEREAS, libraries and librarians work to create an equitable society by providing free access to accurate information to all people;

WHEREAS, libraries are a resource for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity or socio-economic status, by offering services and educational programming that transform lives and strengthen communities;

WHEREAS, libraries, librarians, library workers and supporters across America are celebrating National Library Week.

NOW, THEREFORE, be it resolved that I, Mayor Brian Hatch, proclaim National Library Week, April 19-25, 2020. During this time, I encourage all residents to visit the library (VIRTUALLY!), a place where we can all belong and discover who we are. Because of you, Libraries Transform.

MINUTES TO SET DATE FOR HEARING
ON PROPOSAL TO ENTER INTO A
GENERAL OBLIGATION LOAN
AGREEMENT

420024-44

Knoxville, Iowa

April 20, 2020

The City Council of the City of Knoxville, Iowa, met on April 20, 2020, at 6:15 o'clock p.m., via teleconference, in Knoxville, Iowa.

The City Council met electronically via Zoom, which was accessible at the following:

Live Stream on local radio station KNIA/KRLS

The City Council is conducting this meeting electronically due to federal and state government recommendations in response to COVID-19 pandemic conditions. Electronic access information was included in the posted agenda of this public meeting.

The Mayor presided and the roll was called showing the following members of the Council present and absent:

Present: _____

Absent: _____.

Council Member _____ introduced the resolution hereinafter next set out and moved its adoption, seconded by Council Member _____; and after due consideration thereof by the Council, the Mayor put the question upon the adoption of the said resolution and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted as follows:

RESOLUTION NO. 04-22-20

Resolution setting the date for public hearing on proposal to enter into a General Obligation Street Improvement Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$1,120,000

WHEREAS, the City of Knoxville (the “City”), in Marion County, State of Iowa, pursuant to the provisions of Section 384.24A of the Code of Iowa, proposes to enter into a General Obligation Street Improvement Loan Agreement (the “Loan Agreement”) and to borrow money thereunder in a principal amount not to exceed \$1,120,000 for the purpose of paying the costs, to that extent, of undertaking street improvements, including the 2020 Highway 14 Improvement Project and the Fiscal Year 2021 Pavement Rehabilitation Program (the “Projects”), and it is now necessary to fix a date of meeting of the Council at which it is proposed to take action to enter into the Loan Agreement and to give notice thereof as required by such law;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Knoxville, Iowa, as follows:

Section 1. The City Council shall meet on May 4, 2020, at the _____, in the City, at ____ o'clock __.m., at which time and place a hearing will be held and proceedings will be instituted and action taken to enter into the Loan Agreement described in the preamble hereof.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Loan Agreement setting forth the amount and purpose thereof, the time when and place where the meeting will be held by publication at least once, not less than four (4) and not more than twenty (20) days before the meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO
ENTER INTO A LOAN AGREEMENT AND TO BORROW MONEY
THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$1,120,000

(GENERAL OBLIGATION)

The City Council of the City of Knoxville, Iowa, will meet on May 4, 2020, at the _____, in the City, at _____ o'clock ____m., for the purpose of instituting proceedings and taking action on a proposal to enter into a loan agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$1,120,000 for the purpose of paying the costs, to that extent, of undertaking street improvements, including the 2020 Highway 14 Improvement Project and the Fiscal Year 2021 Pavement Rehabilitation Program.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa.

At the aforementioned time and place, oral or written objections may be filed or made to the proposal to enter into the Loan Agreement. After receiving objections, the Council may determine to enter into the Loan Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of Knoxville, Iowa.

Tricia Kincaid
City Clerk

Section 3. Pursuant to Section 1.150-2 of the Income Tax Regulations (the “Regulations”) of the Internal Revenue Service, the City declares (a) that it intends to undertake the Projects which are reasonably estimated to cost approximately \$1,100,000, (b) that other than (i) expenditures to be paid or reimbursed from sources other than the issuance of bonds, notes or other obligations (the “Bonds”), or (ii) expenditures made not earlier than 60 days prior to the date of this Resolution or a previous intent resolution of the City, or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds, or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the Projects have heretofore been made by the City and no expenditures will be made by the City until after the date of this Resolution or a prior intent resolution of the City, and (c) that the City reasonably expects to reimburse the expenditures made for costs of the City out of the proceeds of the Bonds. This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved April 20, 2020.

Mayor

Attest:

City Clerk

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At the conclusion of the meeting, and upon motion and vote, the City Council adjourned.

Mayor

Attest:

City Clerk

STATE OF IOWA
COUNTY OF MARION
CITY OF KNOXVILLE

SS:

I, the undersigned, City Clerk of the City of Knoxville, do hereby certify that attached hereto is a true and correct copy of the proceedings of the City Council relating to fixing a date for hearing on the Council's proposal to take action in connection with a Loan Agreement, as referred to therein.

WITNESS MY HAND this ____ day of _____, 2020.

City Clerk

STATE OF IOWA
COUNTY OF WEBSTER SS:
CITY OF KNOXVILLE

I, the undersigned City Clerk, do hereby certify that the City of Knoxville is organized and operating under the provisions of Title IX of the Code of Iowa and not under any special charter and that such City is operating under the Mayor-Council form of government and that there is not pending or threatened any question or litigation whatsoever touching the incorporation of the City, the inclusion of any territory within its limits or the incumbency in office of any of the officials hereinafter named.

And I do further certify that the following named parties are officials of the City as indicated:

- _____ Mayor
- _____ City Manager
- _____ City Clerk
- _____ Council Member/Mayor Pro-Tem
- _____ Council Member
- _____ Council Member
- _____ Council Member
- _____ Council Member

WITNESS MY HAND this _____ day of _____, 2020.

City Clerk

(PLEASE NOTE: Do not sign and date this certificate until you have checked a copy of the published notice and have verified that it was published on the date indicated in the publisher's affidavit.)

STATE OF IOWA
COUNTY OF MARION
CITY OF KNOXVILLE

SS:

I, the undersigned, City Clerk of the City of Knoxville, do hereby certify that pursuant to the resolution of its Council fixing a date of meeting at which it is proposed to take action to enter into a loan agreement, the notice, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City.

WITNESS MY HAND this _____ day of _____, 2020.

City Clerk

(Attach here the publisher's original affidavit with clipping of the notice, as published.)

April 16, 2020

VIA EMAIL

Aaron Adams
City Manager/City Hall
Knoxville, IA

Re: General Obligation Street Improvement Loan Agreement
Our File No. 420024-44

Dear Aaron:

We have prepared and attach proceedings for the April 20th Council meeting to enable the City Council to fix May 4th as the date for a hearing on the proposal to enter into the General Obligation Street Improvement Loan Agreement (the "Loan Agreement"). The documents attached include the following items:

1. Resolution fixing the date, time and place of the meeting at which time it is proposed to hold a hearing and take action to enter into the Loan Agreement. The form of notice of hearing is set out under Section 2 of the resolution. Please print an extra copy for delivery to the publisher. Please insert the time and place of the hearing in both the resolution and the notice.
2. Attestation Certificate with respect to the validity of the transcript.
3. Organization certificate.
4. Publication Certificate with respect to publication of the notice, to which must be attached the publisher's affidavit of publication with a clipping of the notice as published.

The notice must be published at least once, not less than four (4) and not more than twenty (20) days before the May 4th meeting date set for the hearing, in a legal newspaper which has a general circulation in the City. **The last date on which this notice can be effectively published is April 30, 2020.** Please email a copy of the published notice to lemke.susan@dorsey.com.

As soon as possible after the City Council meeting, please return one fully executed copy of these proceedings. If you have any questions, please call Amy Bjork, Cheryl Ritter or me.

Best regards,

John P. Danos

Attachments

cc: Heather Ussery
Tricia Kincaid
Susanne Gerlach