

MINUTES OF THE FAIRFIELD CITY COUNCIL

January 13, 2020

The Fairfield City Council met in regular session on Monday, January 13, 2020 at 7:00 P.M. with Mayor Boyer presiding. Members present were: Gandy, Halley, Rasmussen, Twohill, Anderson, Ham and Flournoy.

SWEARING IN CEREMONY

Mayor Boyer swore in newly employed patrol officers, Austin Almon and Drew Stever at this time.

CONSENT AGENDA

Moved by Flournoy, seconded by Gandy

AYES: Flournoy, Gandy, Twohill, Ham, Rasmussen and Halley

ABSTAIN: Anderson

**TO APPROVE THE MINUTES OF THE DECEMBER 16, 2019  
REGULAR CITY COUNCIL MEETING.**

**TO APPROVE THE MINUTES OF THE JANUARY 2, 2020  
SPECIAL CITY COUNCIL MEETING.**

Moved by Flournoy, seconded by Gandy

AYES: Flournoy, Gandy, Twohill, Anderson, Ham, Rasmussen and Halley

**TO APPROVE THE DECEMBER 27, 2019 PAYROLL  
IN THE AMOUNT OF \$120,465.69.**

**TO APPROVE THE JANUARY 10, 2020 PAYROLL  
IN THE AMOUNT OF \$131,240.05.**

**TO APPROVE USDA STEP I DEBT IN THE AMOUNT  
OF \$12,975.00.**

**TO APPROVE COBANK INTERIM FINANCING DEBT  
IN THE AMOUNT OF \$43,520.40.**

**TO ACCEPT THE NOVEMBER FINANCE REPORT AND  
TRANSFERS.**

**TO ADOPT RESOLUTION NO. 3790 AUTHORIZING  
FUND TRANSFERS.**

**TO ADOPT RESOLUTION NO. 3791 PROVIDING FOR  
EMPLOYMENT IN THE PARK & RECREATION DEPARTMENT.**

**TO ADOPT RESOLUTION NO. 3792 PROVIDING FOR  
EMPLOYMENT IN THE STREET DEPARTMENT.**

**TO ADOPT RESOLUTION NO. 3793 PROVIDING FOR  
PROMOTIONS IN THE WASTE WATER DEPARTMENT.**

**TO APPROVE A LIQUOR LICENSE FOR UNIVERSITY  
AMOCO.**

**TO APPROVE A LIQUOR LICENSE FOR PLAY.**

**TO APPROVE A LIQUOR LICENSE FOR DOLLAR  
GENERAL STORE #7142.**

**TO APPROVE OPERATING CLAIMS IN THE AMOUNT  
OF \$621,084.06.**

PUBLIC FORUM / APPEARANCES

Paula Armstrong Co-Chair of the Beautification Commission presented their annual report.

Moved by Anderson, seconded by Flournoy

AYES: Anderson, Flournoy, Ham, Twohill, Gandy, Halley and Rasmussen

**TO ACCEPT THE ANNUAL BEAUTIFICATION  
COMMISSION REPORT FOR 2019.**

Paul Glossop addressed Council regarding mowing charges. Council person Flournoy suggested Ways & Means Committee revisit the rate schedule.

Kathy Matara presented packets concerning 5G's potential health risks to Council and encouraged their attendance to the Mayors Fairfield Forum at the Civic Center on Saturday.

RESOLUTIONS, ACTION ITEMS & ORDINANCES

Moved by Anderson, seconded by Flournoy

AYES: Anderson, Flournoy, Gandy, Twohill, Ham, Rasmussen, and Halley

**TO APPROVE THE 2020 IRS MILEAGE RATE  
OF 57.5 CENTS PER MILE.**

Moved by Rasmussen, seconded by Halley

AYES: Rasmussen, Halley, Gandy, Anderson, Flournoy, Twohill, and

**TO ACCEPT THE TWELVE (12) MONTH  
CD INTEREST QUOTE FROM COMMUNITY  
FIRST CREDIT UNION.**

Moved by Flournoy, seconded by Anderson

AYES: Flournoy, Anderson, Gandy, Twohill, Rasmussen, Ham and Halley

**TO ADOPT RESOLUTION NO. 3794  
APPROVING A TAX ABATEMENT  
APPLICATION FOR 210 S 15<sup>TH</sup> STREET  
(McCLARAN).**

Mayor Boyer announced this was the date and time set for a public hearing on the matter of the proposed street improvements / 2020 overlays. There were no verbal or written objections, so the public hearing was closed.

Moved by Gandy, seconded by Twohill

AYES: Gandy, Twohill, Rasmussen, Ham, Flournoy, Halley and Anderson

**TO APPROVE THE PLANS, SPECIFICATIONS,  
ENGINEER'S ESTIMATE AND FORM OF CONTRACT  
FOR THE PROPOSED STREET IMPROVEMENTS  
/ 2020 OVERLAYS.**

Mayor Boyer announced this was the date and time set for a public hearing on the matter of the proposed Library chiller replacement project. There were no verbal or written objections, so the public hearing was closed.

Moved by Anderson, seconded by Flournoy

AYES: Anderson, Flournoy, Gandy, Rasmussen, Twohill, Halley and Ham

**TO APPROVE THE PLANS, SPECIFICATIONS,  
ENGINEER'S ESTIMATE AND FORM OF CONTRACT  
FOR THE PROPOSED LIBRARY CHILLER  
REPLACEMENT PROJECT.**

Moved by Anderson, seconded by Flournoy

AYES: Anderson, Flournoy, Gandy, Rasmussen, Twohill, Halley and Ham

**TO SET A PUBLIC HEARING OF THE PROPOSED  
ANNEXATION OF 2094, 2096 AND PARCEL "B"  
LIBERTYVILLE RD. FOR MONDAY, JANUARY 27,  
2020 AT 7:00 PM.**

Moved by Halley, seconded by Flournoy

AYES: Halley, Flournoy, Ham, Rasmussen, Anderson, Gandy, and Twohill

**TO SET A PUBLIC HEARING OF THE PROPOSED  
COMPREHENSIVE PLAN FOR MONDAY,  
JANUARY 27, 2020 AT 7:00 PM.**

Moved by Halley, seconded by Flournoy

AYES: Halley, Flournoy, Gandy, Twohill, Ham, Rasmussen, and Anderson

**TO ADOPT RESOLUTION NO. 3795  
CONSENTING TO THE EXTRA-TERRITORIAL  
SUBDIVISION PLAT OF WILD WEST HILLS  
BY JT DEVELOPMENT, INC.**

Mayor Boyer opened a public hearing on the matter on the authorization to submit a grant application to Iowa Department of Economic development for Federal Funds from the U.S. Department of Housing and Urban Development. Holly Berg of Area 15 Regional Planning Commission review the project information below:

- A. How the need for the activities was identified. The purpose of this project is to alleviate the critical child care shortage in Jefferson County. The need was identified through a Jefferson County Child Care Market Analysis conducted by First Children's Finance in 2018. According to May 2018 Iowa Department of Human Services data, there are 533 spaces within DHS Licensed Child Care Centers and Registered Child Development Homes in Jefferson County, down from 570 spaces in 2017. In total, Jefferson County has lost 61% of its child care providers since 2011. The market analysis showed a need for 938 child care spaces to meet the current demand for parents in the county—a 43% deficit.
- B. How the proposed activities will be funded and the sources of funds. The total cost of the project is estimated at \$2,816,000. Funding for the project will include a proposed \$600,000 from the Iowa Community Development Block Grant Program. The local portion of the project is anticipated to be \$2,216,000 and will be paid through a USDA Rural Development Loan through Jefferson County Kids, Inc.
- C. Date the CDBG application will be submitted. On or before 17 January 2020.

- D. Requested amount of Federal Funds. The application includes a request of \$600,000 from the Iowa Community Development Block Grant Program.
- E. Estimated portion of federal funds that will benefit low- and moderate-income persons. 52.43% based on 2011-2015 American Community Survey Data.
- F. Where the proposed activities will be conducted. The proposed activity will take place in the City of Fairfield on approximately 4 acres adjacent to the west side of the Jefferson County Health Center located off Libertyville Road. The property is currently owned by the Jefferson County Health Center and is being donated to Jefferson County Kids, Inc. for this project.
- G. Plans to minimize displacement of persons and businesses resulting of funded activities. No persons or businesses will be displaced as a part of this project.
- H. Plans to assist persons actually displaced. No persons or businesses will be displaced as a part of this project. The city will follow its residential anti-displacement and residential relocation plan if necessary.
- I. Nature of the proposed activities. Jefferson County Kids, Inc. (JCK) will be constructing a new child care facility in Fairfield. The facility will be 14,000 square feet with 12 classrooms. Floorplan designs meet Iowa Department of Human Services requirements. The child care facility will serve children from infants to 12 years old. Services will include before and after care for children enrolled in the Statewide Voluntary Preschool Program for four-year-olds, part time before and after school care for children enrolled in elementary school, and full time care for school age children when there is no school. The facility will serve up to 185 children, which addresses approximately 45% of the child care deficit in Jefferson County.

### **Discussion of Community Development and Housing Needs Assessment**

The following items were developed during the public hearing for the City's Community Development and Housing Needs Assessment:

#### Major Housing and Community Development Needs for LMI persons

1. Need for additional housing for LMI households single/multi-family
2. Need for child care facilities
3. Need for downtown revitalization, façade improvements, and streetscaping
4. Upgrade existing housing stock
5. Water system distribution improvements
6. Street infrastructure improvements
7. Wastewater-Major sewer rehabilitation project underway

Other Community Development and Housing Needs

1. Attraction of new local businesses
2. Economic development of the area
3. Need for building/zoning code enforcement
4. Diversification of industrial base

Planned or Potential Activities to Address Housing and Community Needs

1. Completion of the City's Housing Needs Assessment
2. Implement the new Comprehensive Plan for the City
3. Develop, adopt, and implement a new City Zoning Code
4. Apply for funding to improve the water, sanitary sewer, and storm sewer systems
5. Implement tax and other incentives for housing and commercial development
6. Cooperate with local, area, state, and federal service providers to access technical and financial assistance
7. Utilize special agency's programs to provide essential public facilities and services
8. Utilize bonds to provide public facilities and services
9. Engage in public/private partnerships or intergovernmental service agreements to provide or improve services

No public comments were received regarding the proposed CDBG application. Mayor Boyer closed the public hearing.

Moved by Anderson, seconded by Gandy

AYES: Anderson, Gandy, Rasmussen, Flournoy, Twohill, Halley and Ham

**TO APPROVE THE SUBMISSION OF CDBG  
COMMUNITY FACILITIES APPLICATION FOR  
CHILD CARE FACILITY.**

Holly Berg of Area 15 Regional Planning Commission and Josh Laraby of FEDA/Jefferson County Kids, Inc. presented and reviewed the subrecipient agreement as part of the CDBG Community Facilities application for the child care grant application.

Moved by Halley, seconded by Gandy

AYES: Anderson, Gandy, Rasmussen, Flournoy, Twohill, Halley and Ham

**TO APPROVE THE SUBRECIPIENT AGREEMENT  
BETWEEN THE CITY OF FAIRFIELD AND  
JEFFERSON COUNTY KIDS, INC. FOR  
FEDERALLY FUNDED PROJECT.**

Moved by Flournoy, seconded by Anderson

AYES: Flournoy, Anderson, Ham, Gandy, Rasmussen, Halley and Twohill

**TO APPROVE A LETTER OF COMMUNITY  
SUPPORT FOR ESSENTIAL COMMUNITY  
PROJECTS FINANCED BY USDA RURAL  
DEVELOPMENT IN IOWA.**

Moved by Anderson, seconded by Flournoy

AYES: Anderson, Flournoy, Ham, Gandy, Twohill, Halley and Rasmussen

**TO ADOPT RESOLUTION NO. 3796  
FIXING DATE FOR A PUBLIC HEARING ON  
THE PROPOSAL TO ENTER INTO A DEVELOPMENT  
AGREEMENT WITH KULP FAIRFIELD, IOWA  
PARTNERS, L.L.C. AND TRAFFIX DEVICES, INC.  
FOR MONDAY, JANUARY 27, 2020 AT 7:00 PM  
AND PROVIDING FOR PUBLICATION OF NOTICE  
THEREOF.**

Mayor Boyer opened a public hearing on the first reading of an Ordinance amending downtown parking restrictions. Paul Glossop, a downtown property owner spoke in favor; Darrien Sloat with the Chamber of Commerce suggested tenants use the inside parking spaces. Public Safety & Transportation Committee Chair Anderson offered to review the Ordinance before the next reading. With no written or verbal objections, the public hearing was closed.

Moved by Anderson, seconded by Twohill

AYES: Anderson, Twohill, Gandy, Rasmussen, Flournoy, Halley and Ham

**TO PASS THROUGH THE 1<sup>ST</sup> READING  
OF ORDINANCE NO. 1184 AMENDING  
DOWNTOWN PARKING RESTRICTIONS.**

MAYOR REPORT

Mayor Boyer stated she would like to make the following appointments and reappointments to the various boards and committees.

Airport Board

Sally Hayes – Re-Appt.  
James Masterson – Re-Appt.

Beautification Commission

Paula Armstrong – Re-Appt.  
Sue Gail – Re-Appt.

Carnegie Museum

Lawrence Eyre - New

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Fairfield Arts & Convention Center  
Sue Hucke – New  
Roberta Sloat - New

Park & Recreation Advisory Board  
Roland Hekker – Re-Appt.

Moved by Flournoy, seconded by Gandy

AYES: Flournoy, Gandy, Rasmussen, Anderson, Ham, Twohill and Halley

**TO APPROVE THE APPOINTMENTS AND RE-  
APPOINTMENTS TO THE VARIOUS BOARDS  
AS RECOMMENDED BY MAYOR BOYER.**

Mayor announced a public invitation to the Civic Center this Saturday, January 18<sup>th</sup> for a 5G informational forum.

ADJOURNMENT

Moved by Twohill, seconded by Flournoy

AYES: Twohill, Flournoy, Ham, Halley, Gandy, Rasmussen and Anderson

**TO ADJOURN AT 8:28 P.M.**

Submitted by:

Rebekah Loper  
City Clerk