

May 26, 2020
City Council Meeting Minutes

The May 26, 2020 Regular City Council meeting was called to order at 6:00PM by Mayor Staner. The Pledge of Allegiance was recited and then Kelchen, Delaney, Rausch, Hosch and Knepper answered roll call.

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

Shirley McDermott had a question for council pertaining to the reduced revenue due to COVID-19 and how Council plans on cutting back on bills. All departments will be watching their budgets and we will review the revenue each month closely.

Council reviewed the items in the consent agenda including City Council minutes 05/11/2020, liquor license renewal for Lyons Service Center and Bent Rim. Motion by Hosch, second by Rausch to approve the items in the consent agenda. Motion carried unanimously.

The Mayor called for the budget amendment public hearing. Motion by Kelchen, second by Delaney to open the public hearing for the budget amendment at 6:04p.m. Motion carried unanimously. The City Administrator gave an overview of what was included in the budget amendment including the increase to public safety due to the fire department purchasing SCBA gear since they received a grant, the tennis courts are getting updated in this fiscal year instead of last fiscal year, and the municipal utility did a engine upgrade that had not previously been budgeted for. The revenue also increased since we received grant funds from the Community Attraction & Tourism grant for the pool and reimbursement from the two Community Catalyst grants. Motion by Kelchen, second by Delaney to close the public hearing at 6:06p.m. Motion carried unanimously.

Council then reviewed **Resolution #27-20**, Adopting the City of Cascade's FY20 Budget Amendment for the Fiscal Year that Begins July 1, 2019 and Ends June 30, 2020. Motion by Rausch, second by Knepper to approve **Resolution #27-20**. Motion carried unanimously by roll call vote.

Council then reviewed **Resolution #33-20**, Fraud Reporting Policy. This policy is a requirement of FEMA to apply and receive COVID-19 funds. Motion by Delaney, second by Hosch to approve **Resolution #33-20**. Motion carried unanimously by roll call vote.

Council reviewed **Resolution #34-20**, Personally Identifiable Information and Protected Personally Identifiable Information Requirements Applicable to all Federal Awards. Again, this is a requirement of FEMA to apply and receive COVID-19 funds. Motion by Knepper, second by Kelchen to approve **Resolution #34-20**. Motion carried unanimously by roll call vote.

Council reviewed **Resolution #35-20**, Purchasing Policies and Procedures Resolution. This is a requirement of FEMA to apply and receive COVID-19 funds. Motion by Kelchen, second by Delaney to approve **Resolution #35-20**. Motion carried unanimously by roll call vote.

Council discussed purchasing the Accounts Payable ACH Module that is available in our software. This would allow us to pay vendors via ACH instead of having to cut and sign checks, stuff envelopes, have the expense of checks, envelopes and stamps. Council thought it sounded like a good idea since more and more people are going to ACH for paying bills. Motion by Rausch, second by Delaney to approve purchasing the ACH module as long as we can get 50% of our vendors to agree to receiving payment via ACH. Motion carried unanimously.

Council received a report from the City Administrator. The City Administrator provided a report containing information about the Spring cleanup that is rescheduled for June 6th. Tags are required for appliances, monitors and T.V.'s. If you need a tag, please call City Hall and we will mail you a tag. The fee is \$15 per tag and that cost will be added to your next utility bill. The water tanker truck sold for \$3,050. The dye test was done

at the Otting's and no dye reached the sump pump. Next week Iowa Rural Water will conduct a leak test at the same area just to make sure the main is not leaking. Last week public works put hot mix in areas on streets and alleys that required it. We have received our reimbursement for the Community Catalyst grant for Cheryl's Flour Garden & bakery project for \$100,000 and will be receiving the remainder of the \$100,000 for the Community Catalyst grant for the bank project.

With no other business, Hosch moved and Kelchen seconded to adjourn the meeting at 6:24p.m. Motion carried.