



City of Muscatine

CITY COUNCIL MINUTES

Thursday, July 13, 2023

1. **CALL TO ORDER**

Mayor Bark called the City Council meeting for July 13, 2023 to order at 06:00 PM.

2. **ROLL CALL**

Councilmembers Present: Nadine Brockert, John Jindrich, Jeff Osborne, Peggy Gordon, Angie Lewis, Dennis Froelich, DeWayne Hopkins. Councilmembers Absent: . Mayor Dr. Brad Bark, City Administrator Carol Webb and Administrative Secretary Cinda Hilger were also present.

3. **PLEDGE OF ALLEGIANCE**

4. **COUNCIL DISCUSSION ITEMS**

A. Pet Registration and Licensing Fees

Captain Jirak, Police Department, and Courtney Patel, Animal Control Officer, presented to the City Council a request to implement new pet licensing software. Ms. Patel stated the software is expected to increase compliance with pet registration, allow more options for payment, allow online registration for customer convenience, allow Law enforcement access to information on registered animals and will send out renewal notices upon expiration of licenses. Ms. Patel stated that to fund the cost of this software, staff suggest an adjustment to the registration fees. There were questions from the City Council regarding purchasing a 3-year license, vaccination records and how delinquent licenses would be handled. Finance Director Nancy Lueck shared information regarding the revenue received from pet licensing, the time spent by finance staff working on pet licensing and the financial impact on the city.

There was a consensus with City Council for staff to move forward with raising the fees for pet licensing and to implement the online software for pet registration.

B. Request to Change Curbside Yard Waste Collection Eligibility from Printed Paper Bag to a Printed Sticker

Solid Waste Manager, David Popp, presented to the City Council regarding a switch from yard waste bags to yard waste stickers. Mr. Popp stated that the

large quantity of bags that would need to be ordered is not only costly but poses a storage problem. He states that stickers to place on any 30 gallon yard waste bag for pickup could be easily stored for future use. There were questions from the City Council regarding where citizens would be able to purchase the stickers that were addressed by Mr. Popp, stating that he would solicit vendors to sell in local stores as well as being available at Transfer Station, Public Works and City Hall.

There was a consensus with the City Council to move forward with the purchase of yard waste stickers.

C. Request for City Council Consensus for Staff to Proceed with the Vehicle Wash Bay Project

Public Works Director Brian Stineman was present to give an overview of the current status of the Wash Bay Project. Mr. Stineman stated that currently Public Works Dept. does not have the capability to wash vehicles from top to bottom, therefore resulting in vehicles rusting out and needing to be replaced sooner than expected. He shared information regarding two grants that were received for the wash bay project and the remaining funding that would be needed to move forward with the project.

Mr. Stineman explained that the project was sent out for bid and the bids came back double as to what had been expected due to supply prices increased during covid. He shared options for possible funding opportunities including the use of ARPA funds, 2024 Bond funds and Transit Funds available.

Mr. Stineman stated the price could be reduced by not installing a brushless system and by using different materials for the inside walls.

There were questions from the City Council regarding the legality of changing the specs on the bid without rebidding the project.

Councilmember Jindrich stated he was not in favor of spending the money on this project.

Councilmembers stated they did not want a brush system and were in favor of paying extra for a brushless system.

There were questions from the City Council regarding the cost of repairs and operations of the facility.

Councilmembers asked for more detailed metrics on the value of having the wash bay.

Council request ideas on ways to create income for the facility to help cover the cost of operation and maintenance.

There was a consensus from City Council for staff to gather more information and bring this item back for vote at the August 6, 2023 meeting.

D. Discussion of Proposed Changes to City Code for Right of Way Permits

Public Works Director Brian Stineman presented to City Council a proposal to make changes to City Code Title 3, Chapter 2 regarding Right of Way Permits and adding Chapter 4 to Title 11 of City Code. Mr. Stineman outlined the proposed changes and additions to include changes in permit types and fees and the

addition of SUDAS standards for driveways and sidewalks.

There were questions from the City Council regarding sidewalk replacement specifications, utility locates and courtesy walk replacement that were addressed by Mr. Stineman.

There was a consensus from City Council to move forward with these changes and to bring back to City Council Meeting on August 3rd.

E. Community Development Department Assessment

Kirsten Ross Vogel was present share the results of an assessment she completed of the Community Development Department. She gave an overview of how the assessment was performed and stated the assessment was written on perception of staff from interviews conducted. Ms. Vogel stated that her recommendations for the department include delegation of work from management to others, process improvements, enforcement of body cameras on inspectors will help with staff feeling more secure, a need for training for communication and conflict handling, better onboarding of new employees, better communication with other departments and a better process for citizens to bring complaint before City Council. Ms. Vogel also recognized that the department was understaffed in the maintenance and inspection teams.

5. MAYOR AND COUNCIL REPORTS

Councilmembers shared information regarding upcoming events and activities.

Mayor Bark congratulated the Muscatine Girls Softball team on making it to the state tournament.

6. ADJOURNMENT

Councilmember Froelich moved to adjourn the meeting at 8:04 p.m.