

PERRY CITY COUNCIL MEETING  
PERRY CITY OFFICES  
February 9, 2023

7:00 PM

OFFICIALS PRESENT: Mayor Kevin Jeppsen presided and conducted the meeting. Council Member Nathan Tueller, Council Member Dave Walker, Council Member Toby Wright, and Council Member Ashley Young

OFFICIALS ABSENT: Council Member Blake Ostler

CITY STAFF PRESENT: Robert Barnhill, City Administrator; Bill Morris, City Attorney; Shanna Johnson, City Recorder; Scott Hancey, Chief of Police; Zach Allen, Public Works Director; Matt Klopfenstein, Assistant Public Works Director; Destry Roskelley and Taylor Clark, Public Works Maintenance Workers

OTHERS PRESENT: Planning Commissioner Jan Kerr, Planning Commissioner Beth Thompson, Melanie Barnhill, Bob Hugo, and Mallary

#### **ITEM 1: CALL TO ORDER**

Mayor Jeppsen welcomed everyone and called the City Council meeting to order.

#### **ITEM 2: PROCEDURAL ISSUES**

##### **A. Conflict of Interest Declaration**

None

#### **ITEM 3: PRESENTATION**

##### **A. Open Meetings Act**

City Attorney Bill Morris said the purpose of the training for the Open and Public Meetings Act was to make sure they have procedural due process. He explained that procedural due process means that the city needs to give notice and an opportunity to be heard by the public. He continued the annual training by reviewing and reading through the slideshow presentation (see slides).

##### **B. Harassment & Discrimination Prevention**

Mr. Morris then presented a Workplace Conduct slideshow. He said that insurance companies like this training because they want us to recognize what has occurred and prevent it from happening at our own facilities. He mentioned that there was a Perry City Policy and Procedures manual available on-line (and in print) and if help is needed with filing a complaint to see Ms. Johnson. He reviewed the laws that govern Harassment and Discrimination, gave a few examples of this type of poor conduct, and identified a few preventative ideas (see slides).

##### **C. Storm Water Training**

Public Works Director Zach Allen said that storm water has become a big deal over the past few years. He also gave his training with a slide presentation. He mentioned that the State and Federal storm water management programs have annual training requirements and this was one that

needed to be done. He pointed out several preventative methods to protect our storm water, types of testing, and examples of illicit discharges (see slides).

Mr. Allen showed where on the city website the Storm Water Management Plan may be found. He noted that the plan needed to be updated every five years. Council Member Wright asked if there was a reason why they were presenting this to the city council. Mr. Morris responded that it was part of the education and outreach required by the State along with also being in compliance. Mr. Barnhill said it was a statutory requirement that they do education and outreach. He remarked that in the recent audit it explained this outreach helped city council to understand the expectations on the Public Works Department so they may make decisions which will better support the Public Works Department. In summary, Mr. Allen said the more involvement from City Council, Public Works, and the citizens, the more that it will help to keep our water clean. He ended the storm water discharge training with a question and answer discussion.

#### **ITEM 4: ACTION ITEMS (Roll Call Vote)**

##### **A. Ordinance 2023-01 Codification of the Perry Municipal Code**

Mr. Barnhill introduced this by saying that we recently authorized civiclinQ to be the company to post our municipal codes and this ordinance approval was needed to authorize the entire city code as presented to be posted through civiclinQ. Mr. Morris indicated this action ratifies the code that civiclinQ has done for Perry City. Council Member Walker asked if all codes on civiclinQ have been reviewed, verified, and were error free before they approve it. Mr. Barnhill said he worked with civiclinQ during the transfer process and the method they appeared to have used was to copy and paste the codes.

**MOTION:** Council Member Wright made a motion to approve the Resolution 2023-01 Codification of the Perry Municipal Code. Council Member Young seconded the motion.

**ROLL CALL:** Council Member Young, Yes  
Council Member Walker, Yes  
Council Member Ostler, Absent  
Council Member Wright, Yes  
Council Member Tueller, Yes

**Motion Approved. 4 Yes, 0 No**

##### **B. Discussion/Action Regarding Fleet Vehicle Leases**

Ms. Johnson explained that the city fleet vehicle leases were on three to five year terms and in this fiscal year, there was one budgeted replacement. She noted that as she and Mr. Allen were working with Bob Hugo of the Bankcorp Bank on a new lease for this truck, and because of supply issues, it was recommended that they also decide on the vehicles for next fiscal year. She presented what vehicles had been found and noted that Mr. Bob Hugo with the Bankcorp Bank was present to explain the details or answer any questions. Mr. Allen said that two of the fleet trucks will run out of their lease in November and noted that because of supply issues if we do not order them now there might not be replacement vehicles available then. He mentioned that Mr. Hugo found a couple of trucks but it will required us to get them a few months early. Ms. Johnson said that they need city council's approval to sign this new and updated contract, as it will affect the Fiscal Year (FY) 2024 budget. She then briefly explained how the trucks, each costing \$10,754.45 per year, will be split

between four departments and how this might look on the next year's budget. They discussed pros and cons with purchasing fleet vehicles compared to leasing them. Then they discussed the lease options and possible kickbacks on resale of the fleet vehicles. Council Member Wright asked if there might be a chance the cost will go down. Mr. Allen said there's always a chance but if the vehicles are sold and not available in November the cost to the city might be much higher.

**MOTION:** Council Member Wright approved to authorize the mayor to sign contracts for the presented fleet vehicle leases, with the intent to budget the leases in FY2024. Council Member Young seconded the motion.

**ROLL CALL:** Council Member Young, Yes  
Council Member Walker, Yes  
Council Member Ostler, Absent  
Council Member Wright, Yes  
Council Member Tueller, Yes

**Motion Approved. 4 Yes, 0 No**

### **C. Discussion/Action Regarding Agreement with Hemmco Consulting**

Mr. Barnhill said the bids for the city hall remodel came back high requiring the city to come up with other financial options or decide what will be remodeled at this time. He said he had a meeting with the city engineer and the general contractor about what could be done to cut back on costs and get the remodel done. He noted that he was pursuing a couple of options. He said one was at the recommendation of Jones and Associates and was the possibility of getting funds from the state. They suggested a company Hemmco, LLC by partner, Dan Hemmert that lobbies to get money for specific causes.

Mr. Barnhill mentioned that after talking with Mr. Hemmert and because of the event space in the upper floor of the Lodge there might be an opportunity to tap into the state Economic and Development fund. He said Mr. Hemmert told him he was confident that he could get about \$600,000 to go towards the remodel. He pointed out that the fee was expensive and that the flat fee was a risk, but could benefit the city. Council Member Walker asked what would be the time table for the awarded money. Mr. Barnhill responded that he was told it would be anticipated by August or early September of this year.

Council Member Walker shared and read credentials on Dan Hemmert from his on-line research. Mr. Morris said he looked over the contract and it was the about the same as other lobbying contracts out in the market. Council Member Wright asked if the city could use Mr. Hemmert's service with this contract for more than just this project. Mr. Barnhill said it was unclear, so he would ask him and report back to the council. While reading the contract they discovered that Appendix A in the Consulting Agreement was missing and because of this, it was suggested by Mr. Morris that at this time the item gets tabled. Mayor Jeppsen commented that there were a lot of opportunities to use these services and several other cities have done so with success. Ms. Johnson mentioned that the payment for this contract would come from the City Hall budget and at this time there will not be a need for a budget amendment.

**Motion Tabled**

## **ITEM 5: MINUTES & COUNCIL/MAYOR REPORTS (INCLUDING COUNCIL ASSIGNMENTS)**

### **A. Approval of Consent Items**

- January 12, 2023 City Council Meeting Minutes
- January 26, 2023 City Council Meeting Minutes
- January 28, 2023 City Council Retreat Minutes

**MOTION:** Council Member Wright made a motion to approve the consent items. Council Member Walker seconded the motion.

**Motion Approved. All Council Members were in favor.**

### **B. Mayor's Reports**

Mayor Jeppsen said the City recently addressed a fuel surcharge with our garbage collection contractor and now they have other issues they want to reconsider about the contract. He pointed out that this contract will be coming due in May of this year. He said Mr. Barnhill will be sending a copy of the letter from garbage collection contractor with these contract issues. He advised that if the council members had questions they should reach out to Mr. Barnhill.

### **C. Council Reports**

Council Member Walker mentioned the tentative day for the annual spring park cleanup will be on Saturday, May 20, 2023.

### **D. Staff Comments**

Chief Scott Hancey said that last week he signed a Memorandum of Understanding (MOU) to make the Perry City Police Department an affiliate agency with Internet Crimes Against Children Task Force Program (ICAC) under the Attorneys General office. This means that our detective will take on all the internet crimes against children in our area. He commented that this will open up training and other opportunities for their department.

Ms. Johnson reported that she sent the notice to request department heads to plan and submit their budgets for Fiscal Year 2024.

### **E. Planning Commission Report**

Planning Commissioner Kerr reported that during their last Planning Commission meeting, there was an application for one parcel that asked to allow a vacation of an easement and they granted this request.

## **ITEM 7: EXECUTIVE SESSION**

None needed

## **ITEM 8: ADJOURNMENT**

**MOTION:** Council Member Walker proposed to adjourn the meeting.

**Motion Approved. All Council Members were in favor.**

The meeting adjourned at 8:11 p.m.

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Shanna Johnson, City Recorder

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Kevin Jeppsen, Mayor

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Anita Nicholas, Deputy Recorder