

MINUTES
North Newton City Council – Regular Meeting
November 9, 2020 – 7:00 P.M.
Meeting via ZOOM

1. Call to Order

Mayor Braun called the meeting to order. Those present and constituting a quorum were:

COUNCIL: Dennis Campbell, Gregg Dick, Kurt Friesen, Jim Goering and Ron Ratzlaff

STAFF: John Torline, Danny Entz, Randy Jordan, Cindy Hiebert, Jim Bethards and Pat Redding

OTHERS: Wendy Nugent, Gwen Neufeld, Nathan Koontz, Joshua Lowe and Brian Rousseau

2. Minutes of Previous Meeting

Minutes of the October 12, 2020 regular meeting were presented.

MOTION: Dick moved, Ratzlaff seconded, to approve the October 12, 2020 minutes as presented. Motion carried unanimously.

3. Citizen Comments

City Clerk Redding read an email submitted by Nathan Koontz. The email is attached to the minutes.

4. Consider a lot split on the property located on the southwest corner of 23rd Street and Edgemore Street.

Torline reported that Stan Brodhagen is requesting a lot split of the property at 23rd and Edgemore Street. This property is currently zoned residential. If the request is approved, both lots would be subject to all zoning requirements. Brodhagen plans to build a small house on each lot. This issue is decided by the council and doesn't go to the Planning Commission for approval.

MOTION: Goering moved, Dick seconded, to approve the lot split at 23rd and Edgemore Street. Motion carried unanimously.

5. Consider establishing a 20 mile per hour speed limit on Lakewood Circle.

Torline stated that residents have requested lowering the speed limit to 20 mph on Lakewood Circle. This issue has been discussed with leadership at Kidron Bethel and they are in support of this measure. Chief Jordan stated the radar trailer was located at Lakewood Circle over the week-end. There were nine vehicles that passed the trailer and the top speed was 24 mph. The Director of Public Works submitted an Engineering and Traffic Study also supporting lowering the speed limit due to safety reasons. Ordinance 639-20 changes the speed limit from 30 mph to 20 mph.

MOTION: Ratzlaff moved, Campbell seconded, to pass Ordinance 639-20 reducing the speed limit to 20 mph on Lakewood Circle. Motion carried unanimously.

6. Consider a policy relating to purchasing practices

Torline reported that in the past there have been informal financial policies but nothing was ever in writing. The Financial Polices and Guidelines document provide spending limits and guidelines for staff. Redding stated that the policy standardizes the purchasing procedures and provides guidelines to ensure the purchasing process is conducted in an ethical, fair and open manner. There was council discussion on emergency purchasing guidelines and council requested an edit to this section. The second sentence under General Guidelines in the Emergency purchasing section was changed to read: "The waiver may include emergency repairs to machinery, equipment, vehicles or buildings and other essential emergency needs."

MOTION: Dick moved, Ratzlaff seconded, to approve the Financial Polices and Guidelines document with the above edit. Motion carried unanimously.

Attorney Greg Nye joined the ZOOM meeting.

7. Consider the sale of a Police Patrol Car

Braun stated that at our last council meeting it was decided not to take any action on the sale of the 2017 Dodge Charger. Councilman Friesen requested this item be back on the agenda. Friesen stated he thinks it is a good idea to keep this vehicle as a back-up. The ongoing costs of insurance, maintenance and fuel were addressed. Chief Jordan believes that keeping the 2017 Dodge Charger will reduce mileage on the other patrol vehicles and prolong the life of the vehicles. The replacement schedule and budget implications were reviewed. Torline stated that money from the Equipment Reserve fund pays for patrol vehicles as well as other city equipment and vehicles.

MOTION: Campbell moved, Friesen seconded, to approve keeping the 2017 Dodge Charger patrol vehicle. Motion carried unanimously.

8. Reports

a. Mayor/Council. Councilman Goering reported that the North Newton Community Foundation's (NNCF) current balance is \$449,148. The NNCF was established in December of 2011 and since that time \$135,150 has been awarded to organizations in and around North Newton. Goering will resign from the NNCF board as of December 31. He served as Board Chair and then Secretary these past nine years. Braun expressed words of appreciation to Jim for his leadership, guidance, vision and commitment to the NNCF over the last nine years.

Councilman Ratzlaff reported about some different shade options for the Tot Lot park and the new park in Campus Woods that was approved at the last council meeting. The two options presented are both more durable, require less maintenance but also are more expensive. Braun asked that specific costs be brought back to council for approval. Braun stated that all property owners around the proposed new park need to be contacted about the new

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development. Councilman Campbell stated he has talked with three of the four property owners and will contact the 4th one.

Campbell stated that he wondered if council agendas could be circulated earlier like was mentioned in citizen comment. Braun stated that it is difficult to get the agenda finalized before Thursday or Friday as items continue to come in all week.

b. Staff Update. Torline reported we are still waiting for the sidewalk extension project to get started. We are also waiting on a signed contract from Vogt-Parga regarding the completion of Old Colony Court cul-de-sac. Regier Construction has informed Torline that the entrance pavilion projects should be underway soon. Torline stated that Newton City Commission is considering an ordinance correcting the legal description on the annexation ordinance. Attorney Nye found an error in the legal description which should be fixed with the passing of the new ordinance. The Newton/North Newton Board of Zoning Appeals approved a variance on Wildwood Way. The variance reduces the required set-back so a handicapped bathroom can be built. Torline continues to work on the 24th Street/36th Street waterline project. He plans to contact Bartlett & West engineering firm to get a cost proposal for this project as well as extending a water line to one of the well heads from the Public Wholesale Water District. Torline also expressed appreciation for Councilman Goering's time, talent and treasure given to the NNCF.

Entz reported that Fall Clean-up started today and will continue all week. Public Works with the help of Bru-den Construction cleaned out the west ditch along Anderson Avenue. They hauled away sixty-six dump truck loads of dirt. They also hauled away five dump truck loads of dirt from the ditch near the sewer pump station. The sewer pumps were recently pulled to do routine maintenance. There was some wear and tear on the pumps and Entz is in contact with the company about this issue.

Police Chief Jordan reported that Officer Lowe applied for a grant for ballistic vests and North Newton was awarded the grant. Ballistic vests expire every five years and numerous ones need to be replaced. The grant pays for up to half of the cost of the vest. Jordan also included summary reports of 911 calls for the years of 2015 – 2019. Jordan stated he wants to inform the council about the work of the police department and the experience and knowledge of our officers. Jordan also spoke about a comment made at last council meeting suggesting the police department invest in building relationships with Bethel College rather than investing in another dog. Jordan stated he has worked hard to build positive relationships with Bethel College and has never received complaints about racial issues dealing with his officers. Braun expressed his support of the Police Department and thanked Jordan for the information and the good work of his staff. Braun encouraged everyone to continue to work together.

Attorney Nye had nothing additional to report.

c. Clerk/Treasurer. Redding presented November accounts payable and miscellaneous checks and October/November payroll for approval.

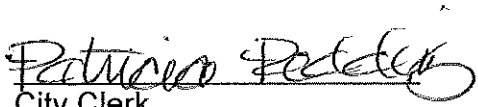
MOTION: Dick moved, Friesen seconded, to receive the November accounts payable and miscellaneous checks in the amount of \$174,247.08 as presented and October/November payroll checks in the amount of \$28,825.83 for a total of \$203,072.91. Motion carried unanimously.

9. Non-Agenda Items

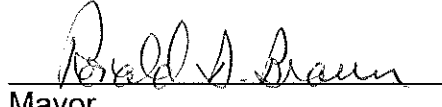
None presented.

10. Adjournment

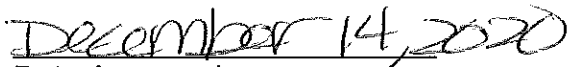
There being no further business, Mayor Braun adjourned the meeting at 8:35 p.m.



City Clerk



Mayor



Date Approved