

**APPROVED MINUTES REGULAR CITY COUNCIL MEETING
HAWARDEN CITY HALL – COUNCIL CHAMBERS
Wednesday, April 24, 2019 at 5:30 p.m.**

The Council Meeting was called to order at 5:30 p.m.

Present: Mayor Porter; Council Members: Kurth, Olson, Feldhacker, Bergsma, Klocke

Absent: None

Staff Present: Mike DeBruin, City Administrator/City Clerk; Travis Waterman, Public Works Director; Corey Utech, Chief of Police; Jacob Stoner, Finance Officer; Jim Pickner, City Attorney

Absent: None

Standard Agenda Items

1a. Approval of April 10, 2019 Regular Council Meeting Minutes.

Moved by Bergsma/Klocke to approve the April 10, 2019 Regular Council Meeting Minutes.

Motion carried 5-0.

1b. Approval of Claims for Payment.

Moved by Kurth/Bergsma to approve the April 24, 2019 Claims for Payment.

Motion carried 4-0, 1 abstain.

1c. Open Business from the Community was held.

2a. Mayor's Report was given.

2b. Staff Reports were given.

2c. Council Comments were given.

Agenda Items

Item 3a. Public Hearing – Housing Fund Grant

CITIZEN PARTICIPATION PLAN

**CDBG Application Public Hearing - Wednesday, April 24, 2019 at 6p.m.
Hawarden City Hall, 1150 Central Ave, Hawarden, Iowa 51023**

To comply with citizen participation requirements, pursuant to the requirements of Section 508 of the Housing and Community Development Act of 1987, as amended, this public hearing is being held by the Hawarden City Council for the purpose of discussing and submitting a Community Development Block Grant (CDBG) application for the City of Hawarden Owner-Occupied Housing Rehabilitation Project.

The purpose of the Housing Fund Grant will be to rehabilitate six (6) owner-occupied housing units. The nature of the proposed improvements include providing assistance to existing low to moderate income homeowners to make necessary repairs to their houses.

The proposed project will occur entirely within the city limits in a target area bound on the North by 18th Street, on the East by Avenue L, on the South by 13th Street and on the West by Avenue D. No new excavation or ground disturbance is expected.

The need for the proposed project was identified based on results from the windshield survey and that the City has 12 pre-applications on file. One Hundred (100%) of the requested grant funds will benefit low-to-moderate income households.

A CDBG application for federal grant assistance will be submitted on or before May 4, 2019 to the Iowa Economic Development Authority. The total project cost is estimated at \$219,084. The sources for this proposed funding are \$207,084 in requested CDBG funds and a \$12,000 local match from the City.

Due to the nature of this project no persons or businesses shall be displaced as a result of the recommended project activities. In the event any persons or businesses are displaced as a result of the project, the entities involved will adhere to the requirements of the Uniform Relocation and Assistance and Acquisition Act of 1974, as amended.

Item 3b. Resolution 2018-11 A Resolution of the Mayor and City Council of the City of Hawarden, Iowa Authorizing Application to the Housing Fund Grant Program, Committing Local Match to the Project and Designating Persons Authorized to Execute Said Application.

Aye: Kurth, Olson, Feldhacker, Bergsma, Klocke Nay: None Motion carried 5-0

Item 4. Resolution 2019-12 to Adopt the Administrative Plan for the CDGB Owner-Occupied Housing Rehabilitation Grant from the Iowa Economic Development Authority.

Aye: Olson, Feldhacker, Bergsma, Klocke, Kurth Nay: None Motion carried 5-0

Item 5. Resolution 2019-13 Requesting the Assistance of the Staff of the Northwest Iowa Planning and Development Commission.

Aye: Feldhacker, Bergsma, Klocke, Kurth, Olson Nay: None Motion carried 5-0

Item 6. Resolution 2019-14 Authorizing the Procurement of a Housing Rehabilitation Inspector as part of the Hawarden Owner-Occupied Housing Rehabilitation Program.

Aye: Bergsma, Klocke, Kurth, Olson, Feldhacker Nay: None Motion carried 5-0

Item 7. Resolution 2019-15 Requesting the Assistance of the Staff of the Northwest Iowa Planning and Development Commission in the Application of a Community Development Block Grant-Housing Fund.

Aye: Klocke, Kurth, Olson, Feldhacker, Bergsma Nay: None Motion carried 5-0

Item 8. Resolution 2019-16 Designating the City Administrator as the City Officer for Notice under Chapter 447 Section 12.

Aye: Feldhacker, Kurth, Bergsma, Olson, Klocke Nay: None Motion carried 5-0

Item 9. Resolution 2019-17 Adopting a Fraud Reporting Policy for Officers, Employees, and Agents.

Aye: Kurth, Bergsma, Olson, Klocke, Feldhacker Nay: None Motion carried 5-0

Item 10. Resolution 2019-18 Adopting an Addendum to the Conflict of Interest Policy of the City of Hawarden.

Aye: Bergsma, Olson, Klocke, Feldhacker, Kurth Nay: None Motion carried 5-0

Item 11. Resolution 2019-19 Adopting a Procurement Policy for Officers, Employees, and Agents.

Aye: Olson, Klocke, Feldhacker, Kurth, Bergsma Nay: None Motion carried 5-0

Item 12. Resolution 2019-20 Adopting a Segregation of Duties Policy for Officers, Employees, and Agents.

Aye: Klocke, Feldhacker, Kurth, Bergsma, Olson Nay: None Motion carried 5-0

Item 13. Resolution 2019-21 Proposing to Dispose of Real Property and Publishing a Notice of Public hearing.

Aye: Olson, Bergsma, Klocke, Feldhacker, Kurth Nay: None Motion carried 5-0

Item 14. Consent Agenda

a. Request from Brian Engleman, dba Sportsman's Lanes & Lounge, for a Liquor License

Transfer to Hawarden Community Center on Sat., May 11, 2019.

b. Request from Brian Engleman, dba Hawarden Golf Clubhouse for renewal of Class C Liquor License with Outdoor Service & Sunday Sales, Effective May 26, 2019 through May 25, 2020.

Moved by Bergsma/Feldhacker to approve. Motion carried 5-0.

Item 15. Adjournment.

The next regular City Council Meeting will be Wednesday, May 8, 2019 @ 5:30 p.m.

Moved by Klocke/Bergsma to adjourn. Motion carried 5-0. Meeting adjourned at 6:09 p.m.

ATTEST:


Ricard R. Porter, Mayor


Michael De Bruin, City Administrator/City Clerk