

CITY COUNCIL PLANNING SESSION
Tuesday, October 19, 2021 – 6:18 P.M.
Council Chambers – Denison, Iowa

A planning session of the City of Denison, Iowa was held pursuant to law on the above date and hour. Mayor Soseman called the meeting to order with the following members present: CURNYN (via phone), GARCIA, GRANZEN, LOGAN, MILLER

OLD BUSINESS

WELLNESS CENTER UPDATE Wellness center – Tim Stuart gave an update on the progress. The committee is determining the location which will either be at the Aquatic Center or the hospital. They hope to have that done by the end of the month so they can put together a rendering to begin raising funds. No action taken.

HANDBOOK REVIEW Handbook review – Koch reported that the update is almost complete. Then it will go to department heads, the city attorney and then to council for review. No action taken.

COMMITTEE TO RESEARCH
HIRING A SEPARATE CITY MGR
AND ENGINEER City Manager/Engineer - Soseman, Garcia & Logan volunteered to be on a committee to research whether council wants to hire a separate city manager and engineer after Crawford retires. No action taken.

CITY HALL CAMERAS Discussed cameras at city hall - Crawford informed council that it is scheduled to be installed on October 26th. No action taken.

STAFF EVALS Discussed staff evaluations - Crawford informed council that he had Martens', Vogt's, & Koch's evaluations to do. Martens' is for his 1-year and Crawford asked if the committee that did his 6-month evaluation would like to do the 1-year. Crawford will work on Vogt's and Koch's. No action taken.

NEW BUSINESS

COMMUNICATION ISSUES Communication issues – Crawford told council there are still issues with chain of command not being followed. City Attorney, Matt Brick, discussed what role council should play in the oversight of the city. Brick explained that council role is completely different from staff and council needs to view everything from a 30,000-foot overview. Discussed information being given out to the public that doesn't come from City Hall. Koch explained that we had a city ordinance that had been amended, but not updated on the website through the codification company yet, and council told someone to

look up the ordinance online, so the individual had the wrong information. If council has people contact City Hall we can make sure they get the most up-to-date information and avoid miscommunication. Koch also talked about the fact that council keeps saying there is no communication from city hall but council does not even acknowledge receiving emails from city hall. Staff just asks that council at least involves staff in answering questions so the most current information is given. No action taken.

DISCUSS MAYOR CONTACTING ATTORNEY WITHOUT COUNCIL APPROVAL

Discuss contact with city attorney – Garcia ask whether staff can contact attorney without council approval. Next council agenda council would like to review letting the mayor contact city attorney without council approval. No action taken.

DISCUSS SETTING FEES FOR PUBLIC RECORDS REQUESTS

Discussed resolution for setting fees for public records requests – Koch informed council that staff is preparing a resolution and there will be a form for people to fill out with their request for information on it which will go back and forth to have a better record. No action taken.

DISCUSS SPECIAL COUNCIL MEETING FEES

Discussed special council meeting fees - Consensus of council was to discuss at a future council meeting whether council wants to charge a fee for the meetings and prepare an ordinance so that we have that information readily available going forward. No action taken.

DISCUSS REVIEWING CITY ORDINANCES

Discussed city ordinances – Miller reminded council that they need to support staff in enforcing the ordinances we have on the books. Discussed that they were last codified in 2009 and maybe we should review them again. No action taken.

DISCUSS MAYOR AND COUNCIL COMPENSATION

Discussed mayor and council compensation - Miller would like to see the pay for mayor and council removed from the ordinances. No action taken.

DISCUSS TAX ABATEMENT

Discussed tax abatement – Garcia has been approached about increasing the rebate. Consensus of council is to review the Urban Renewal Revitalization plan. No action taken.

MOVED DISCUSSION OF ARPA TO A FUTURE AGENDA

Moved the discussion of the American Recovery Plan Act to a future council agenda. No action taken.

DISCUSS GETTING DENISON QUALIFIED AS A HOME BASE IOWA CITY

Discussed getting Denison qualified as a Home Base Iowa City - Staff will contact Region XII and bring back to a council meeting for discussion. No action taken.

DISCUSS PUBLIC FORUM AS AN
AGENDA ITEM

Discussed public forum as an agenda item - Crawford asked council if we should remove it from the agenda. He told council they need to remember it is not for them to speak or address citizens. It is a time when citizens can voice a concern but council is not to have a discussion. Discussed changing it to "citizen input" and having a sign-up sheet. No action taken.

DISCUSS FACEBOOK POSTS

Discussed Facebook posts - Koch informed council that we had begun having anyone who posts to the City's Facebook page get it approved by Crawford or her before it is posted. No action taken.

DISCUSS TIMECLOCKS

Discussed timeclocks - Council talked about time entry systems that are available. Koch explained a little of what we had looked at previously and that it needs to interface with our accounting system. Logan is going to meet with Koch at a later date to review options. No action taken.

DISCUSS TIMECARD RECORDS

Discussed timecard records - Discussed who should sign timesheets. This issue will be addressed with the timeclocks. No action taken.

There being no other business, the meeting adjourned at 7:46 p.m.

Pamela Soseman, Mayor

ATTEST:

Lisa K. Koch, City Clerk