

CITY OF LONG GROVE  
Committee of the Whole Minutes  
June 6<sup>th</sup> 2018

The meeting was called to order by Mayor Limberg at 6:00p.m.

PRESENT: Andy Cook, Jon Drumm, Mike Oechsner, Al Pawloski & Nancy Herrin  
Also present: Tony Saladino (Public Works), Rosina Boddicker (Clerk), and Pam Petersen (Deputy Clerk), Giles Looney (Code Enforcer), Dale Grunwald (Developer), Jason McKenzie (City Engineer), Josh Cobie (City Attorney), Citizens: Michele & Vic Gorsh and Terry & Rita Knutsen.

The Council discussed Knutzen's request for water to their proposed sub development outside of City limits, in Scott County, to the West within a 2 mile radius of City limits on 270<sup>th</sup> St. Cobie stated that City Ordinances state the if the development is within two miles, the City has the right to request or waive the submission and approval of preliminary and final plats of the development. Boddicker stated that an alternative rate would need to be established, as the residents of the new development would not be paying City taxes but would potentially benefit from any major capital improvement projects for water.

Knutzens clarified the proposed sub development would not connect to City sewer as the size of lots meet the requirements for county septic to be utilized. Knutzen's stated they utilized the County subdivision code for planning which means that it would not meet City specs in regards to sidewalks, septic, street width, curb and gutter, etc. Knutzen's stated that the cost of meeting City specs and extending sewer to the development, including a septic lift station, would make their proposed sub development financially unfeasible. They also stated that if the City did not provide water, it would be unlikely that they would be able to develop due to the stringent and costly restrictions and requirements for private well's.

The logistics of how the City would get water to the sub development was briefly discussed. McKenzie stated that the County would have to give permission for an easement to be established along the County road.

Herrin expressed concern over protecting the interest of the City now, and mentioned possible concerns with the capacity and existing infrastructure. Herrin was not sure if providing water to residents outside of City limits would protect the future interest of the citizen's within the limits. Cook questioned annexation of the sub development. McKenzie stated that the sub development would need to be connected in some way to the City by land and it currently is not.

Oeschner mentioned that he was in favor of the extension of water and that he felt the details of rates and infrastructure or other restrictions could be expanded upon later. Oeschner felt that the extension of a water main out to the area would be beneficial for increasing revenue and allowing capital improvement. Oeschner also felt that building infrastructure extending West would be beneficial for future growth and that the subdivision would provide increased taxes for the school district.

Knutzen's mentioned that the City's water connection rates were \$400.00 and that the total income from sewer connections alone would bring in \$12,000.

Both Pawloski and Looney expressed concern over the development not meeting City specs. Pawloski and Drumm additionally felt that there was a need to strongly consider extending sewer to the sub development.

Knutzen's mentioned that the County Ordinances stated that because the development is within a half mile of the City limits, water hook up is required.

Cobie reiterated the City's ability to review and approve the sub development but that the review and approval could be waived depending on how the Council wanted to vote.

Drumm, Cook, Herrin, and Pawloski requested further information be obtained from the City Attorney and Engineer's review of the proposed plan, a pressure flow study and estimations of the cost and feasibility of sewer hookup. The Council agreed to reconvene on the topic with information from the City Engineer and Attorney, Wed, June 27<sup>th</sup> at 6:00 pm.

The Capital Improvement Plan (CIP), Goals, and upcoming projects were discussed. Boddicker presented the Council with the approved CIP from Dec 2017 and explained that not a lot will have changed expect for the water fund. Boddicker explained, that the current rates for the water fund are not sufficient enough to account for reserve savings previously identified in the CIP. Boddicker informed the Council that the City is currently having a rate study performed and that it will likely suggest a significant increase.

The Council discussed payroll as a major factor negatively impacting the water fund. Boddicker suggested that the fund has been trending downward regardless of the payroll and prior to the current payroll situation. Cook suggested reallocation of payroll to the general fund by charging residents for garbage.

Boddicker explained that more information regarding the water fund and rates would be provided upon the IRWA's completion of the rate study.

Saladino discussed costs for the FY19 with work to be performed on the water tower and provided the Council with an update on the street repairs. The engineer stated that RFP's had been sent out for concrete work to be done with a deadline of Aug 15<sup>th</sup> and anticipated costs to range right around or under \$15,000.

Boddicker presented the Council with information regarding City delinquent utility billing. Boddicker informed the Council of current uncollectable debt, landlord tenant rules, electrical rules, winter memorandum, and current deposit requirements. Cobie explained that there are many different rules for water, sewer, and electric utility billing and collections. Boddicker explained that the breakdown of these rules make collections difficult. The Clerk explained that approximately \$4,000 of City's utility debt 6 months or greater is due to tenants that have left the City. Of those past due accounts, 4 houses have been sold by the landlord. Cobie explained that a lien could be placed on the home owner's personal property instead of the sold rental property. Pawlsoki requested that a letter be sent of the land lords of the delinquent renters prior to the City writing off the debt. Cobie also explained that the City is required to offer payment plans for electrical delinquencies. Boddicker suggested utilizing a process for delinquent collections that uniform among all utilities, following the most stringent of utility requirements, which is typically the electrical.

Due to the large majority of the uncollected debt left by delinquent renters, Boddicker requested that deposit's for renters be raised to \$250.00 unless the renter provides a letter from the homeowner stating that the homeowner will be responsible for any delinquent balance. Cobie explained that the landlord could present a letter to the City stating that the homeowner is not responsible for past due water utility debt. Cobie also explained electrical balances are always the responsibility of the customer and not the owner and a lien cannot be placed upon a homeowner for a tenant's past due electrical. Boddicker noted that the current software systems

makes the process of determining total delinquent amounts for each utility somewhat difficult but that it can be done. Boddicker also noted that she would provide the Council with Utility Delinquent account procedures for their review and approval.

The Council agreed upon raising the renters deposit to \$250.00 and requested a letter be sent to landlords prior to writing off the debt.

Boddicker presented the Council with a Goals and Accomplishments for the FY17 Audit. And stated that it was a summary of what had been identified by the State of Iowa Auditors office in their FY17 Audit, accomplishment made to correct identified issues, and suggestion for improvements to compliance. Herrin stated that the summary was well written. Pawloski asked if the previous clerk had been consulted in the responses for the Audit. Boddicker stated the Auditors would have to have reached out to Wilcox for questions and did not know if they did so. There were no further questions or comments on the Audit summary.

Pawloski motioned to adjourn, Oechsner seconded, all ayes, motion carries.

Submitted by:

Rosina Boddicker  
City Clerk/Treasurer