

Committee of the Whole
September 12, 2017

Present: Mayor Vulich, Council Members Gassman, Seeley, McGraw, Allesee, Odor, and O'Neill, City Administrator, City Attorney, City Clerk, Press and interested citizens. Councilmember Connell – absent.

1. Muncity Software – Marcus from Muncity

Marcus of Muncity presented a virtual demonstration of the Muncity software. Marcus stated Muncity fully integrates with the Logics software, Microsoft Word and Excel, has the ability to update GIS mapping information and assessment information in real time, and can generate reports in a PDF format. Muncity data can be accessed remotely and inspections and associated documents can be completed from the field. Marcus showed some of the many features of the nuisance tracking module, including the calendar feature to schedule inspections, automatic reporting for reminder letters and other documents, and the mapping feature. Marcus showed the pet licensing module and stated citizens could renew a pet license online.

Councilmember O'Neill inquired if credit card information would be stored in the software. Marcus stated the software never records or stores credit card information. Finance Director Anita Dalton stated the City uses a third party processor to handle credit card payments and the City does not store credit card information. Councilmember O'Neill inquired about what the citizens could view and do with the software. Marcus and Finance Director Dalton stated it is up to the City to determine what features will benefit and be available to the citizens.

Councilmember Allesee inquired about who would input data into the software. Battalion Chief – Building and Neighborhood Services Code Official Jeff Chapman stated data could be transferred from the software currently being used and new data would be added at the time an inspection is completed. Battalion Chief Chapman further stated the Muncity software would provide greater efficiency with inspections, billing and collection. City Administrator Matt Brooke stated the Muncity software allows information about a property to be shared with all City department, also improving efficiency.

Councilmember McGraw inquired about the cost of the software. Finance Director Anita Dalton stated the cost would include the ticketing software and all modules. After the initial cost, a yearly maintenance fee would be required and a similar maintenance fee is already being paid for software that is outdated and unable to meet the City's needs. Councilmember Seeley inquired if the internet and current tablets could handle the software. Josh Hansen, I.T. Lead, confirmed in the affirmative for both inquiries. Councilmember McGraw inquired about references for the software. Finance Director Dalton stated she will reach out to references and report back at the next scheduled Committee of the Whole meeting.

2. Collis Inc. Environmental Covenant – A. John Frey, Jr. – Frey, Haufe & Current, P.L.C.

Attorney A. John Frey, Jr. of Frey, Haufe & Current, P.L.C. provided background information to the Council about the Collis Inc. Environmental Covenant. Attorney Frey stated the City of Clinton owns parcels adjacent to the Collis property located at 2005 South 19th Street. Collis has been actively working with the Environmental Protection Agency ("EPA") since the 1980's to clean-up and monitor contaminants. The Environmental Covenant is required by the EPA and states that the City will not allow residential construction on the property owned by the

City adjacent to the Collis property located at 2005 South 19th Street (said requirement is already being met by the City due to the zoning of the adjacent parcels); that the City will not allow the drilling of a well for residential use on the property owned by the City adjacent to the Collis property located at 2005 South 19th Street (said requirement is already being complied with); and that if any City workers will be working in Manufacturer's Ditch whereby they may be exposed to groundwater, that said workers wear protective clothing.

Attorney Frey introduced Cari Fenzel, Local Controller and Production Line Manager for Collis Inc. Ms. Fenzel stated Collis employs around 350 individuals at the facility in Clinton generating around sixty million dollars in revenue. Ms. Fenzel stated Collis produces wire, metal fabrication, powder coating and glass.

Attorney Frey introduced Brian Calhoun, Environmental Safety Officer for Collis Inc. Mr. Calhoun stated SSW Holding has been the parent company for Collis Inc. since roughly 1998. Mr. Calhoun stated in the 1960's and 1970's Collis was engaged in chromium based plating and such plating created a wastewater sludge that was disposed of in a lagoon, together with solvents, on the northeast corner of the Collis Inc. property located at 2005 South 19th Street. In the 1980's the EPA determined the sludge to be hazardous waste and required cleanup and investigation to determine if any residual contaminants remained. Mr. Calhoun stated the migration of contaminated groundwater was found slightly beyond Manufacturer's Ditch. Mr. Calhoun stated at this time the contaminant levels are found to be low and the plume is stable, resulting in the EPA approving monitoring on a semi-annual basis while natural attenuation continues to occur. Mr. Calhoun stated Collis wants to ensure that individuals that may come into contact with groundwater near the site are protected (the protection required would be safety glasses, rubber gloves, work wear and boots). Mr. Calhoun stated the primary pathway for contaminants is via ingestion.

Mayor Vulich inquired if those doing work in the area previously were advised of the protection measures. Mr. Calhoun stated that the EPA was now requiring the restrictions. Councilmember Seeley inquired if the City would be obligated or responsible in any way for the contaminants and any exposure that may occur. Mr. Calhoun stated Collis is completely responsible and the City would not be liable in any way. Mr. Calhoun stated the EPA requires that Collis set aside funding to continue to maintain and monitor the area for contaminants. Councilmember O'Neill inquired if Iowa American Water could drill a well at the location or if the ground could be farmed for human consumption. Mr. Calhoun stated Iowa American Water could not drill a well and the EPA would need to be contacted regarding any proposed farming of the ground.

Councilmember O'Neill inquired about why the City has retained ownership of the parcels adjacent to Collis instead of selling the parcels to Collis and expressed concerns that the City retains ownership of property that has been contaminated. Attorney Frey stated the City has owned the adjacent parcels since roughly 1976-1977. Attorney Frey stated the parcels owned by the City are in the floodway and allow access to Manufacturer's Ditch. Attorney Frey further stated the site has been monitored since 1985 and Collis has shouldered the responsibility for clean-up. Attorney Frey stated the Clinton Regional Development Corporation has provided a letter of support for the Environmental Covenant to the Mayor and City Council. Mayor Vulich stated the City presumably acquired the adjacent property to allow for flood controls and maintenance of the ditches and creeks. Councilmember Gassman stated Collis has worked diligently to clean up the property and ensure that no environmental risk remains.

M/S, Seeley-McGraw moved to accept what was proposed in the Environmental Covenant and to forward a resolution to the next City Council meeting for approval. On roll call, Gassman, Seeley, McGraw, Allesee - Yes; O'Neill - No; Odor - Abstain; Connell - Absent. Motion carried.

3. Cancellation of the October 3, 2017 Committee of the Whole Meeting – Matt Brooke

City Administrator Brooke stated he and the Mayor would be at the 10th annual Growing Sustainable Communities Conference in Dubuque on October 3rd and 4th. M/S, Gassman-Allesee moved to forward a resolution to the next City Council agenda canceling the October 3, 2017 Committee of the Whole meeting. On roll call, Gassman, Seeley, McGraw, Allesee, Odor, O'Neill - Yes; Connell - Absent. Motion carried.

4. Setting a date/time for the City Attorney evaluation and setting a date/time for the City Administrator evaluation – Councilmember Gassman

Councilmember Gassman stated he wanted to schedule evaluation dates and times for the City Attorney and the City Administrator.

M/S, Allesee-Odor to schedule the City Attorney's performance evaluation for 6:00 P.M. on Tuesday, October 10, 2017. On roll call, Gassman, Seeley, McGraw, Allesee, Odor, O'Neill - Yes; Connell - Absent. Motion carried.

M/S, Gassman-Seeley to schedule the City Administrator's performance evaluation to take place after the Committee of the Whole meeting on Tuesday, October 24, 2017. On roll call, Gassman, Seeley, McGraw, Allesee, Odor, O'Neill - Yes; Connell - Absent. Motion carried.

5. Referral from Traffic Study Commission – Jason Craft

a. Request Concerning Alley Vacation at 1821 Roosevelt Street

City Engineer Jason Craft stated the applicant wants to purchase two feet of the alley. The applicant has been maintaining the grass alley and the Traffic Study Commission has recommended approval.

M/S, Seeley-Allesee moved to forward the alley vacation request to the next Council agenda. On roll call, Gassman, Seeley, McGraw, Allesee, Odor, O'Neill - Yes; Connell - absent. Motion carried.

6. Complete Streets Program – Zane Pennock

Assistant City Engineer Zane Pennock gave a presentation to the Council on a complete streets program. Assistant City Engineer Pennock stated complete streets considers all modes of transportation and what types of transportation are suitable for each street. Complete streets can provide better visibility and safety for pedestrians and cyclists, as well as improved ADA accessibility. Assistant City Engineer Pennock stated projects would be prioritized and could include repairs to sidewalks, using existing road right-of-way, and reconfiguring roads to incorporate the complete streets concept. Assistant City Engineer Pennock stated the current approach is reactive instead of proactive. Additionally, the current bike trail network is not fully connected and improving the trail network can help promote the Convention and Visitor Bureau's bike rental program as well as promote tourism overall.

Assistant City Engineer Pennock stated reference to a complete streets policy was included in the 2032 Comprehensive Plan for the City. Assistant City Engineer Pennock provide a copy of a letter of support from the Let's Live Healthy Initiative for a complete streets program, together with an informational sheet about the Walking Audit on September 25, 2017.

Councilmember Seeley inquired about the City's intent to pursue a transportation master plan. City Administrator Brooke stated the Council previously requested pursuing a transportation master plan and a complete streets program would be one component of such plan.

7. Mayor & Council Updates

Mayor Vulich stated single-stream recycling containers will begin being delivered to residents during the week of September 18, 2017. Single-stream recycling will start with the Week A group the week of October 2, 2017.

Councilmember O'Neill stated his radio program will be Thursday, September 14, 2017, with guest speaker Laura Liegois, City of Clinton Consultant from Municipal Connections, speaking about the new single-stream recycling program.

M/S, O'Neill-Gassman moved to adjourn. All in favor.

Respectfully Submitted,

Lisa M. Frederick
City Clerk