

## MINUTES OF THE APRIL 18, 2022 CITY COMMISSION MEETING

The City Commission of the city of Holton met at 7:00 p.m. in City Hall on Monday evening, April 18, 2022. Commissioners Tim Morris, Mike Meerpohl, Eric Bjelland and Marilyn Watkins were present. Mayor Bob Dieckmann was also present.

Mayor Bob Dieckmann called the regular meeting to order.

Minutes of the April 4, 2022 meeting were approved as written.

**APPROPRIATION ORDINANCE:** Claims against the city of Holton between April 5, 2022 and April 18, 2022 were presented to the commission for their approval. After careful consideration, said claims were approved and given the title Appropriation Ordinance 2307. Tim Morris made the motion to approve appropriations and Mike Meerpohl seconded the motion for their approval. Vote thereon: all; yes.

**BANNER ROAD PROJECT:** City staff recently advertised a Request for Qualifications for an engineer for the Banner Road project. Three packets were received and those engineering firms were invited to the meeting to present their qualifications for the project. Cook, Flatt & Strobel Engineers, EBH Engineering, and Professional Engineering Consultants, PA spoke to the commissioners about their qualifications and a little of what they would do with the issues on the road. After the presentations, the commissioners discussed the firms and how they would do the best job for the city. Eric Bjelland made a motion to use Cook, Flatt & Strobel as the engineer for the Banner Road project. Marilyn Watkins seconded the motion. Vote thereon: all; yes.

**HOLTON COMMUNITY HOSPITAL:** Carrie Saia, Chief Executive Officer for Holton Community Hospital, spoke to the commission about a community health needs assessment and implementation plan the hospital had recently completed. Their assessment showed a lack of housing in this area for potential employees and the hospital was asking what the city's plan to improve that would be. While sympathetic to the issue, the commission pointed out that there are quite a few empty lots that could be built on, but this was more a question for developers than the city. Saia wondered about putting together a group to come up with a plan. Marilyn Watkins offered to be on the committee if they were looking for city involvement. Saia thanked the commission for their time.

**STREET CLOSING REQUEST:** Kerwin McKee, City Manager, has received a request to close the 500 block of Dakota and a portion of 5<sup>th</sup> Street on May 13 from Holton Elementary School. This is in conjunction with their play day. Marilyn Watkins made the motion to close the street as requested. Mike Meerpohl seconded the motion. Vote thereon: all; yes.

**2022 COLLECTION SYSTEM REHABILITATION – CIPP:** At the March 7 meeting we approved going forward with the cured in place pipe (CIPP) project. Andrew Brunner with EBH Engineering had prepared a contract for their services with this project. Marilyn Watkins made the motion to approve the contract with EBH Engineering for the CIPP project. Tim Morris seconded the motion. Vote thereon: all; yes.

**TEMPORARY ALCOHOL LIQUOR LICENSE:** Willcott Brewing Company is having an event in conjunction with Glory Days and has secured a Special Event license from Alcoholic Beverage Control.

They have applied for a special event license with the city as required. Eric Bjelland made a motion to approve the special event license for Willcott Brewing Company for May 28. Mike Meerpohl seconded the motion. Vote thereon: all; yes.

**NEIGHBORHOOD BLOCK PARTY:** A request has been received to block the 800 block of Iowa for a neighborhood block party on May 1 from 4:00 p.m. to 9:00 p.m. Tim Morris made a motion to approve the request. Marilyn Watkins seconded the motion. Vote thereon: all; yes.

Kerwin McKee, City Manager, asked the commission for permission to order a load of utility poles for the distribution department. This would be around \$20,000. Eric Bjelland made a motion to approve the purchase. Marilyn Watkins seconded the motion. Vote thereon: all; yes.

McKee also reported that we need to bring in a technician from Fairbanks Morse to troubleshoot number 12 and 13 engines. This could cost as much as \$12,481.35 but it could be less. Tim Morris made a motion to approve the expense. Marilyn Watkins seconded the motion. Vote thereon: all; yes.

McKee also reported that Linscott Park is getting a new surveillance system. It will run about \$3800.00. Their current system no longer works and is too old to be repaired.

Marilyn Watkins told the commissioners that she had received a letter from someone complaining about things the commission had done that was unsigned. No one else had received a letter.

Meeting Adjourned.

Teresa Riley  
City Clerk