

City Staff Minutes 7/25/2022

Parks/Rec/IT: Heath

- Coordinating Fall Sports Registration and push applications online
- Daily Parks and Cemetery maintenance with reservations slowing for the use of fields
- Concrete scheduled this week for the Mini Pitch project at Wapsi
- Morrison Trucking removed 42 truck loads of debris from Wapsi
- Pool repairs are looking to be scheduled around pool closure in 3 weeks
- IT training with the PD department on July 27 and July 28.
- Received 5 to 6 applicants for the maintenance position and will review with City Manager

Water Department: Goodale

- Department has a leak on Miller and 3rd in need of attention. The leak is believed to be on a service line and will contact the property owner this week.
- Review and correcting meters with utility billing
- Repairs on pump and part was ordered to complete
- WLF needed to access city well with their well down, WLF well is back operating
- Goodale will be out of the office the week of August 1st for vacation.

Communications: Lane

Lane reported he has been on vacation for the last week with Faith and he moving to Colorado. They are all moved in and has started working on communication pieces. This week he will prepare the following items for the website:

- New rate information
- Education material pertaining to water usage and leaks and storm water
- Newsletter has been completed and on social media/website.

City Manager Haugland:

- Ed and I will finish discussion with BHMG on the COSS study and prepare for Council.
- Discussions and review on the development projects with SGA and Dutton Subdivision.
- Special Council Meetings to attend for Council appointment to vacant seat.
- Rotary participation at the Muscatine County Fair and meeting.
- We Lead Meeting, attended.
- Working on a Employee Assistance Program agreement.
- Hearing on a water leak with utility customer.

- Attended the Picnic in the Park and Fair.

Library: Paarsmith

- Catching up on returning from maternity leave
- Discussion needed with cameras at the Library, as there has been theft of bicycles and ongoing issues outside of the building
- Summer Reading program is wrapping up at the end of the month, and there will be prize drawings
- Need to reach out to SG and VK regarding the upgrade project in the classroom

WWTP: Juergens

See attached notes

Police Department: Werling

See attached notes

Electric: Tvrs

- Streetlight continued project
- Secondary Line upgrades
- Urge Test Completed
- Daily locates and meter reads

Administration: Geertz

Clerk and Deputy Clerk are out of the office this week for continued education training with the Iowa Municipal Academy in Ames Iowa

- Water Utility hearing with customer on July 25th at 10:00am
- Audit work ongoing and uploading items to CPA
- Research work for the Special Task Force Fire and EMS service
- Litigation and depositions
- Reconciliation and end of year work
- End of quarter items
- Special City Council Meetings for appointment discussion
- Implementation of new rates and stormwater utility
- Urban Renewal work