1. CALL TO ORDER/ ROLL CALL
Mayor Kurovski called the Pleasant Hill City Council regular meeting to order on July 25, 2023 at 6:00 p.m. The Council Chambers were open and available to the public to participate in the meeting. PRESENT: Ross Grooters, Mike Richardson, and Mark Konrad. ABSENT: Len Murray, Amanda Lundstedt.

2. APPROVAL OF AGENDA
Richardson/Grooters moved to approve the agenda. ROLL CALL: AYES: Grooters, And Konrad. NAYS: None. Motion carried 3-0.

3. PUBLIC INPUT (5 MINUTES FOR ITEMS NOT ON THE AGENDA)
There were none.

4. CONSENT ITEMS

5. BUSINESS ITEMS
a. Third Reading of Ordinance #929 – Vacation of Street Right-of-Way – NE 62nd Street
Konrad/Grooters moved to approve Third Reading of Ordinance #929 – Vacation of Street Right-of-Way – NE 62nd Street. Assistant City Manager/Community Development Director Madeline Sturms explained that the City has received a preliminary plat for approximately 23.51 acres of vacant land generally located east of NE 60th Street, north of Martha L. Miller Drive, and south of University Avenue. The Crossing at Pleasant Hill, LLC is the applicant for the project with the intention of subdividing the property for commercial development. City Council recommended approval of the Preliminary Plats for the project at a previous meeting which included the developer constructing a portion of NE 62nd Street with an updated alignment. In order to complete this, the existing right of way will need to be vacated and new right of way will be dedicated with the final plat for The Crossing at Pleasant Hill. The property can be vacated from its status as street right-of-way and excess right-of-way can be disposed to the adjacent owner The Crossing at Pleasant Hill, LLC. There are multiple steps required in the process and two public hearings will be needed. There have been no comments since the previous readings. ROLL CALL: AYES: Grooters, And Konrad. NAYS: None. Motion carried 3-0.

b. Third Reading of Ordinance #930 – Amending Chapter 156 Building Code
Grooters/Richardson moved to approve Third Reading of Ordinance #930 – Amending Chapter 156 Building Code. Assistant City Manager/Community Development Director Madeline Sturms explained that the International Code Council updates building codes every three years to clarify and clean up the language used and to make changes based on safety regulations, new methods and new products introduced to the construction world. The Central Iowa Code Consortium (CICC), an organization assembled with the goal of unifying the building codes across the greater Des Moines area, went through the process of reviewing and proposing amendments to the 2021 cycle for the Building, Residential Building and Fire codes at this time. There have been no additional comments since the previous readings. ROLL CALL: AYES: Grooters, And Konrad. NAYS: None. Motion carried 3-0.

c. Third Reading of Ordinance #931 – Amending Chapter 163 Fire Code
Richardson/Konrad moved to approve Third reading of Ordinance 931 – Amending Chapter 163 Fire Code. Fire Chief Jamie Xayavong explained that this item is a continuation of the previous item. Chapter 163 addresses the fire code adoption and the amendments enforced by the City's Fire Department and Building Department. The proposed chapter modifications update the fire code to adopt the 2021 edition of the International Fire Code and amendments recommended by the CICC. There have been no additional comments since the previous readings. ROLL CALL: AYES: Grooters, And Konrad. NAYS: None. Motion carried 3-0.
d. **Resolution #072523-07** – Approval of Site Plan for Southeast Polk Skilled Trades Building

Konrad/Grooters moved to approve **Resolution #072523-07** – Approval of Site Plan for Southeast Polk Skilled Trades Building. Assistant City Manager/Community Development Director Madeline Sturms explained that this site plan has been submitted by Southeast Polk Community School District for a skilled trades building to be added to the campus south of E University Avenue and east of NE 80th Street. The property is located within the City's A-1 Agricultural Zoning District which permits public schools and the skilled trades building is considered ancillary to the overall use of the property as a school campus. Planning and Zoning Commission recommended approval of the site plan at the July 10, 2023 meeting. ROLL CALL: AYES: Grooters, And Konrad. NAYS: None. Motion carried 3-0.

e. **Resolution #072523-08** – Award the Request for Proposal to Seagrove for Fire Truck Refurbishment

Grooters/Richardson moved to approve **Resolution #072523-08** – Award the Request for Proposal to Seagrove for Fire Truck Refurbishment. Fire Chief Jami Xayavong explained that The City approved during budget year to refurbish the 2000 Toyne Tender Pumper Fire Truck during the FY24. Refurbishing the tender will extend the life for another ten plus years of service. Do to this apparatus specialized use, refurbishing this fire truck will save the city money by reducing costs for a new fire truck when this vehicle capable of being used for another 10 years. Seagrove Fire Apparatus, LLC responded with the lowest request for proposal. ROLL CALL: AYES: Grooters, And Konrad. NAYS: None. Motion carried 3-0.

f. **Resolution #072523-09** – Approve Updated Equipment Operator I Job Description

Konrad/Grooters moved to approve items 5f-5h combined: **Resolution #072523-09** – Approve Updated Equipment Operator I Job Description. City Manager Ben Champ explained that City staff are looking to update the union covered job descriptions. In February of 2022, new regulations went into effect by the Federal Motor Carrier Safety Administration (FMCSA) for entry level driver training for CDL licenses. These regulations added new layers to the CDL licensing process, where class room work and training by an approved trainer became a requirement to achieve a CDL license in addition to the existing written and skills testing methods. These added layers would make it very difficult for a new employee to obtain a CDL within 30 days, as is currently required in the existing job description. Updating this job description will allow any new hires or promotions to the Equipment Operator I position a period of 6 months to obtain their CDL. A copy of the Equipment Operator I job description, showing the changes, has been presented to the Teamsters Local Union 238 representative. ROLL CALL: AYES: Grooters, And Konrad. NAYS: None. Motion carried 3-0.

g. **Resolution #072523-10** – Approve Parks Operator Job Description

Konrad/Grooters moved to approve items 5f-5h combined: **Resolution #072523-10** – Approve Parks Operator Job Description. City Manager Ben Champ explained that a new position, Parks Operator, will expand upon the Equipment Operator position description to include necessary skillsets and preferred experience, in order to better define the position description and ensure continuity of services within the department. The proposed Parks Operator position will fall on the same salary scale as Equipment Operator, and will serve a vital role in year-round operations of the Parks and Recreation Department. The Park Operator job aligns with departmental staffing plans and there are currently funds available to sustain the position. ROLL CALL: AYES: Grooters, And Konrad. NAYS: None. Motion carried 3-0.

h. **Resolution #072523-11** – Approve Salary Assignment for the Seasonal Park Attendant

Konrad/Grooters moved to approve items 5f-5h combined: **Resolution #072523-11** – Approve Salary Assignment for the Seasonal Park Attendant. City Manager Ben Champ explained that an updated salary schedule is proposed for the new role in the salary matrix. Staff has researched comparable communities and developed the salary schedule to be competitive externally while being internally equitable with other positions. The updated salary matrix will align the Parks department with metro peers and help with retention of quality personnel. The adoption of the salary matrix is a reflection of the budget for FY 24 and appropriate funds have been budgeted. The customary annual employment for this position is six months or less. ROLL CALL: AYES: Grooters, And Konrad. NAYS: None. Motion carried 3-0.

6. **CLOSING COMMENT & REGIONAL APPOINTMENT REPORTS**

Councilmember Grooters said DART will discuss the new Maintenance Facility on August 1st, and what their options are without receiving a grant. He said he was happy to discuss with anyone, and invited anyone who is interested to attend.

Councilmember Konrad said the MWA Board approved a 1-year union contract at their meeting. It should be available shortly.

Mayor Kurovski said the Des Moines Airport Authority presented updates on the new terminal project earlier in the day. There will be sewer reconstruction on MLK, closing 2nd Avenue in Des Moines.
Assistant City Manager/Community Development Director Madeline Sturms reminded everyone that RAGBRAI will be going through the City on Thursday, July 27th, as they follow their route from Des Moines Water Works to Altoona. There will be road closures for the route from 5:00am to noon. RAGBRAI expects 50-60,000 riders on the ride. Residents and Businesses have been communicated with to help everyone navigate the day. Catch Des Moines has a dedicated phone number to help anyone with questions at 515-669-3469. Assistant Public Works Director Steve Landers answered questions about traffic control. Mayor Kurovski asked Communications Specialist Candace Bell to reach out to cities east of Pleasant Hill to let them know University Avenue would be closed to through traffic at the bypass.

7. **CLOSED SESSION.** Pursuant to Iowa Code Section 21.5.1 (j) To Discuss with Council the Purchase of Particular Real Estate
Richardson/Konrad moved to adjourn into Closed Session Pursuant to Iowa Code Section 21.5.1 (j) To Discuss with Council the Purchase of Particular Real Estate. ROLL CALL: AYES: Grooters, And Konrad. NAYS: None. Motion carried 3-0.

Council returned to open session. Mayor Kurovski announced no action was taken in closed session.

8. **ADJOURNMENT**
Grooters/Richardson moved to adjourn the Council meeting. ROLL CALL: AYES: Grooters, And Konrad. NAYS: None. Motion carried 3-0. The meeting was adjourned at 6:40 p.m.

________________________________________
Sara Kurovski, Mayor

ATTEST:

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Dena Spooner, City Clerk/Finance Director