



Minutes of the November 4th, 2024 City Council Meeting

Unofficial meeting minutes until approved by Council

The regular meeting of the Robins City Council was called to order at 7:00p.m. on Monday, November 4th, 2024 at Robins City Hall, 265 S. 2nd St by Mayor Chuck Hinz. Following the Pledge of Allegiance, roll call was taken with the following members present: Councilor Leigh Cook, Councilor Mike Foley, Councilor Dave Franzman, Councilor Cary Smith and Councilor JD Smith. Also present were City Clerk Lisa Goodin, City Attorney Holly Corkery, City Engineer Kelli Scott, Planning & Zoning Administrator Dean Helander, Police Chief Andy Humphrey, Fire Chief Keith Feldkamp, and Public Works Superintendent/Building Official Mike Kortenkamp.

J. Smith moved to approve the agenda, Franzman seconded and all voted aye.

MAYOR'S REPORT:

Mayor Hinz that the first round of leaf pickup had concluded the week prior with the second round tentatively scheduled for the last week of November

COUNCIL REPORTS:

PUBLIC SAFETY: Foley reported that the Fire had an average number of calls for the month of October, department members were busy with Fire Prevention Month community activities. Further reported was that the Police Department has worked to develop a new shift schedule to ensure better coverage throughout the week. A potential new member of the department has been interviewed, while a new member of the Reserve Officer staff has been sworn in. Police Captain Gary Manhar will retire after Friday, November 8th and will transition to a Reserve Officer Role. Officer Adam Cirkl has resigned to accept a full-time position in Maquoketa. Officer Oshel will retire on November 30th. The department is actively seeking new hires.

STREETS: C. Smith reported that Kluesner Construction has completed the asphalt repairs on Robins Rd and on W. Main St. The results from core sampling completed by Terracon are expected in the next week.

FINANCE: Cook reported that the budget looks good and on track, four months into the fiscal year. Further reported was that Teresa Rotschafer with the Iowa League of Cities will be assisting City Clerk Lisa Goodin with the completion of the Annual Financial Report and the Street Finance Report, which are both due by December 1st. Maggie Burger with Speer Financial will assist with the submittal of the FY2026 TIF Certifications and submittal of the Annual Urban Renewal Report, both of which are also due by December 1st.

PARKS: Franzman reported that as of October 29th, both parks are closed until Spring.

PUBLIC WORKS: J. Smith reported that the recent rains have caused a few drainage problems, but otherwise there was nothing to report.

ENGINEER'S REPORT:

Engineer Scott reported that the City of Robins is waiting until grass is sufficiently established before accepting the Offsite Water Main project associated with Robins Landing. Also in Robins Landing, the North side residential area is paved with utilities installed. On the South side of the development, the City is awaiting acceptance of the water utility punch list from the City of Cedar Rapids.

CITIZENS' COMMENTS – AGENDA ITEMS: None presented

CITIZENS' COMMENTS – NON-AGENDA ITEMS:

Greg Neumeyer, 685 Mackenzie. Mr. Neumeyer urged City Council to follow up with City Engineers to express a "sense of urgency" regarding the acceptance of public improvements within the Robins Landing development.

Dan Spark, 25 Charlotte Ct. Mr. Sparks requested that the pedestrian crosswalks on E. Main St. be repainted and recommended that the speed limit on E. Main St. be reduced to 30 mph.

CONSENT AGENDA:

D. Franzman moved to approve the Consent Agenda, which contained the Minutes of the October 27th City Council meeting and the List of Bills Submitted. J. Smith seconded and all voted aye.

NEW BUSINESS:

- a. **Resolution No. 1124-1, Appointing Lisa Goodin as City Clerk/Treasurer.** J. Smith moved to approve the Resolution, Foley seconded. Roll call votes were as follows: J. Smith – aye, Franzman – aye, Cook – aye, C. Smith – aye, Foley – aye
- b. **Resolution No. 1124-2, Approving the Hiring of Rhonda Kortenkamp as Deputy City Clerk.** J. Smith proposed changing the stated salary to instead read “80% of the City Clerk’s salary.” Attorney Corkey advised this was unnecessary as the stated salary reflected that percentage, per Resolution No. 0624-11. Franzman moved to approve the Resolution, Cook seconded. Roll call votes were as follows: Franzman – aye, Cook – aye, C. Smith – aye, Foley – aye, J. Smith – aye.
- c. **Motion to Waive the Six-Month Health Insurance Waiting Period for Rhonda Kortenkamp.** Cook moved to waive the waiting period, J. Smith seconded and all votes were aye.
- d. **Resolution No. 1124-3 Removing Six Month Health Insurance Waiting Period for New Employees.** Franzman moved to approve the resolution, Cook seconded. Roll call votes were as follows: Cook – aye, C. Smith – aye, Foley – aye, J. Smith – aye, Franzman – aye.
- e. **5-Year Capital Improvement Plan & Budget Timeline Discussion.** Mayor Hinz shared the most current 5-Year CIP and a draft of a timeline for the FY2026 Budget process with all Council Members and Department Heads.

ADJOURN: J. Smith moved to adjourn at 7:56 p.m., Foley seconded and all voted aye.

Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer