



City of Robins
City Council Meeting Minutes
Monday, July 6, 2026
Robins City Hall

Draft Meeting Minutes Until Approved by Council

CALL TO ORDER

Mayor Hinz called the meeting to order at 6:00 p.m. at Robins City Hall and led the Pledge of Allegiance.

ROLL CALL

Roll call was taken with Council Members Present: Mike Foley, Cary Smith, Leigh Cook, and Bruce Vander Sanden. Council Members Absent: Leslie Hoyt. Staff Present: Vance McKinnon, Planning and Zoning Administrator; Kelli Scott, City Engineer; Holly Corkery, City Attorney; Keith Feldkamp, Fire Chief; Rhonda Kortenkamp, Deputy City Clerk; Amanda Maher, Accounting Clerk; and Lisa Goodin, City Clerk/Treasurer. Absent were Mike Kortenkamp, Building Official/Superintendent of Public Works; Neal Boeckmann, Fire Code Official/Deputy Superintendent of Public Works. Additional attendees included Ken Paxton, REDI Economic Development Director, and members of the public.

APPROVAL OF AGENDA

Motion by Cook, seconded by Smith, to approve the agenda. Motion carried unanimously.

MAYOR'S REPORT

Mayor Hinz reported that the Fourth of July holiday weekend was enjoyable for the community and passed without any major incidents.

COUNCIL REPORTS

PUBLIC SAFETY – Council Member Foley reported that the Fire Department responded to a record thirty calls for service during June. Fire suppression sprinkler training and patient assessment training were well attended. Fire Chief Feldkamp and members of the department participated in the Freedom Festival Cardboard Boat Regatta, earning second place. Police Chief Cirkel continues departmental reorganization efforts. Officers were on-call several evenings during June, and three new part-time officers began serving the community. During the month, the Police Department completed sixty traffic stops, issued sixty-four citations or warnings, investigated four accidents, responded to fifty-seven calls for service, including two gunshot-related incidents, and executed two search warrants.

STREETS – Council Member Smith reported that notice regarding the BUILD Grant award has not yet been received

FINANCE – Council Member Cook reported that the new fiscal year began July 1 and that the City's bond sale has been delayed several months.

PUBLIC WORKS – Council Member Vander Sanden reported that one segment of the Indian Creek sewer improvements is estimated to cost the City approximately \$1.1 million and noted that numerous additional segments remain, making the overall project a significant future expense. He also reported that the City of Hiawatha has submitted a proposed operations and maintenance agreement for the water utility, which is currently under legal review. No additional updates have been received regarding the Cedar Rapids water agreement.

PARKS – Council Member Hoyt reported that the Robins Civic Club successfully hosted the annual Robins Roundup at South Troy Park. The Hiawatha Public Library also hosted its Picnic & Pages event at the park during June. The Parks Master Planning Committee is scheduled to meet on July 7 to develop questions for the Comprehensive Plan survey and continues preparing a report identifying unmet park needs for consideration during the Capital Improvement Plan process.

ENGINEER'S REPORT



No questions were asked regarding the Engineer's Report.

PLANNING AND ZONING ADMINISTRATOR REPORT

Planning & Zoning Administrator McKinnon reported that two new single-family dwelling permits and one new industrial building permit were issued during June. He also reported that the Board of Adjustment met on May 20, 2026, and vacated the previously approved Hindu Temple variance after determining that the variance was unnecessary.

ROBINS ECONOMIC DEVELOPMENT INITIATIVE (REDI) REPORT

Ken Paxton reported that REDI has been invited to participate in several public engagements during July. Discussions continue with prospective businesses interested in locating within Robins Landing, including a potential anchor tenant. REDI plans to host its annual meeting jointly with the City Council later this year to welcome members of the business community.

Mr. Paxton also reported that Vance McKinnon is organizing a zoning committee to discuss future zoning needs, REDI continues coordinating with the City of Marion regarding potential economic development opportunities, is preparing economic development questions for inclusion in the Comprehensive Plan survey, and is assembling information regarding financial assistance programs available for future development projects.

In response to a question from Council Member Foley, staff reported that a preliminary plat for Robins Square has been approved and the first building plans have recently been submitted.

PUBLIC COMMENTS – AGENDA ITEMS

There were no public comments regarding agenda items.

PUBLIC COMMENTS – NON-AGENDA ITEMS

Joe Suchan addressed the Council regarding drainage concerns affecting his property. Mr. Suchan stated that he had received correspondence from the City indicating that drainage was functioning properly and presented photographs that he believes demonstrate standing water within the drainage easement following a rainfall exceeding two inches. He expressed concern that stormwater continues to wash away newly placed fill dirt and stated that he believes the issue has not been adequately addressed.

Mayor Hinz encouraged Mr. Suchan to provide copies of the photograph to City Hall so they could be added to the property's file and noted that the drainage concerns have been systematically investigated, with no findings indicating that the drainageway is malfunctioning.

CONSENT AGENDA

Motion by Foley, seconded by Cook, to approve the Consent Agenda, consisting of the minutes of the June 16, 2026 meetings and the list of bills submitted, as amended.

During discussion, Council Member Cook noted a typographical error in the June 16 Council meeting minutes and requested that the record reflect Council Member Cook, rather than Council Member Hoyt, as absent during the Consent Agenda vote.

Motion carried 5-0

OLD BUSINESS

Discussion – City Employee Cell Phone Stipends

City Clerk/Treasurer Goodin reported that she had met with a representative from T-Mobile Government to obtain information regarding government cellular service plans for City employees. Council discussed the City's current practice of providing a \$54 monthly cell phone stipend to eight employees and reviewed alternatives that would provide City-owned cellular devices in lieu of the stipend.



Council Member Cook noted that the Police Department currently has one shared cellular telephone for the officer on duty and expressed the opinion that Public Works, Police, Fire, and the City Clerk should each have City-issued devices.

Council Member Foley observed that some employees prefer carrying only one device while others would not object to carrying separate personal and City phones.

City Attorney Corkery recommended that, from both a public records and device management perspective, City-owned cellular phones are preferable. She further advised that, if employees are permitted to use personal devices for City business, the City should require employees to execute an agreement acknowledging the City's rights and responsibilities regarding those devices. Council Member Smith noted that several neighboring municipalities provide employees the option of either a City-issued phone or use of a personal device and a stipend.

Council discussed the importance of ensuring that any City-issued devices provide functionality comparable to employees' current phones and considered whether certain positions should be required to carry City devices while others might continue receiving a stipend or no benefit at all. Deputy City Clerk Kortenkamp suggested providing a shared office cellular phone for City Hall staff similar to the practice used by the City of Marion. Council Member Foley also suggested that the Deputy City Clerk be issued a City phone.

Planning & Zoning Administrator McKinnon stated that he would prefer carrying a City-issued phone. Police Chief Cirkel indicated that the Police Department needs only two phones—one assigned to the Chief and one assigned to the officer on duty. Fire Chief Feldkamp stated that he would prefer continuing to use his personal phone. City Clerk/Treasurer Goodin summarized the discussion points for inclusion in a proposed policy. Additional discussion addressed whether employees should reimburse the City for personal use of City-issued phones, whether employees carrying City devices should also be required to maintain a personal device, and how on-call employees should be addressed.

Following discussion, Council directed staff to prepare a draft cell phone policy incorporating the comments received and return it for future Council review and consideration.

NEW BUSINESS

Introduction of Amanda Maher

Mayor Hinz and the Council welcomed Amanda Maher, the City's newly hired Accounting Clerk.

Change of Regular City Council Meeting Dates

Council discussed changing the first regular City Council meeting in August due to scheduled staff absences and moving the first September meeting because of the Labor Day holiday. Following discussion, Council agreed to move the August 3, 2026 meeting to August 11, 2026, and the September 7, 2026 meeting to September 8, 2026.

Motion by Hoyt, seconded by Vander Sanden, to approve the revised meeting dates. Motion carried 5-0

Resolution No. 0726-1 – A Resolution Approving a Chapter 28E Agreement Between the City of Hiawatha, Iowa and the City of Robins, Iowa for the Tower Terrace Road Corridor Franchise Utility Relocation Along Tower Terrace Road

City Engineer Scott explained that overhead electric transmission facilities located within the future Tower Terrace Road corridor must be relocated before roadway construction can proceed. Council Member Vander Sanden inquired whether the utility relocations would occur regardless of whether the BUILD Grant is ultimately awarded. Ms. Scott responded that limited design work may continue; however, if the Tower Terrace Road project is delayed, the utility relocation work would likewise be postponed.

Motion by Vander Sanden, seconded by Foley, to adopt Resolution No. 0726-1.

Roll Call Vote:

Ayes – Hoyt, Cook, Smith, Foley, Vander Sanden

Nays – None



Motion Carried 5-0

First Reading of Ordinance No. 2611 – An Ordinance Amending Chapter 53 (Weeds) of the Robins Municipal Code

City Engineer Scott explained that the ordinance updates Chapter 53 by providing clearer definitions relating to wooded areas, managed natural areas, and other terminology necessary for administration and enforcement.

Motion by Smith, seconded by Cook, to approve the first reading of Ordinance No. 2611.

Roll Call Vote:

Ayes – Vander Sanden, Cook, Hoyt, Foley, Smith

Nays – None

Motion Carried 5-0

First Reading of Ordinance No. 2613 – An Ordinance Amending Chapter 50 – Nuisance Abatement, Chapter 99 – Sewer Service Charges, Chapter 156 – Electrical Code, Chapter 157 – Storm Water Management, and Chapter 160 – Nuisance Abatement of the Robins Municipal Code

City Clerk/Treasurer Goodin recommended that Section 8 of the proposed ordinance be removed from consideration due to the complexity of the issue. She explained that staff believed the subject matter would be more appropriately addressed through a separate ordinance to allow for additional discussion and easier reference in the future. Council concurred with the recommendation to amend the ordinance prior to first reading.

Motion by Foley, seconded by Smith, to approve the first reading of Ordinance No. 2613, as amended by removing Section 8.

Roll Call Vote:

Ayes – Smith, Hoyt, Vander Sanden, Cook, Foley

Nays – None

Motion Carried 5-0

CLOSED SESSION

City Attorney Corkery advised that the matters to be discussed met the statutory requirements for a closed session pursuant to **Iowa Code Sections 21.5(1)(i)**, to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and the individual requests a closed session, and **21.5(1)(c)**, to discuss strategy with legal counsel in matters presently in litigation where disclosure would be likely to prejudice or disadvantage the City's position.

Motion by Cook, seconded by Smith, to enter Closed Session pursuant to Iowa Code Sections 21.5(1)(i) and 21.5(1)(c).

Members of the public were dismissed and subsequently recalled for the required roll-call vote.

Roll Call Vote:

Ayes – Cook, Foley, Smith, Vander Sanden, Hoyt

Nays – None

Motion Carried 5-0

The Council entered Closed Session at **7:23 p.m.**

The Council returned to Open Session at **7:49 p.m.**

No action was taken following the return to open session.



COUNCIL COMMENTS

Council Member Cook inquired about the status of returning City Hall office hours to Monday through Friday from 8:00 a.m. to 4:00 p.m.

Council Member Foley asked whether there were plans to repaint the pavement striping on Main Street.

ADJOURNMENT

Motion by Cook, seconded by Vander Sanden, to adjourn the meeting. Motion carried, and the meeting adjourned at 7:53 p.m.

Respectfully submitted,
Lisa Goodin
City Clerk/Treasurer

Chuck Hinz, Mayor

Attest:

Lisa Goodin, City Clerk/Treasurer