

COUNCIL MINUTES
REGULAR SESSION
JULY 19, 2021

Charles City city council met in regular session on July 19, 2021 at 6:00 p.m. via Zoom due to the COVID-19 pandemic. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Jerry Joerger, DeLaine Freeseaman, Phoebe Pittman and Phillip Knighten. Also present were city engineer John Fallis and city attorney Brad Sloter.

Citizen comments - none

Mayor Andrews welcomed everyone to the meeting.

Motion by Freeseaman, second Joerger to approve the agenda. Ayes - 5

Motion by Joerger, second Starr to approve the minutes of the 7/6/21 meeting. Ayes - 5

Motion by Joerger, second Pittman to approve the consent calendar. Consent calendar consisted of the following: approve 6/21 financials for city of Charles City and CC Public Employees Health plan, approve the following bonds: Sidewalk-Dave Bahe, Steve Breitreutz; Excavation-Q3 Contracting, Inc., Hoeft Construction and payment of claims (including those approved by other boards):

73305-73355	PAYROLL ENDING 07/03/2021	\$114,195.84
73356	CITY OF CHARLES CITY, payroll liabilities	\$1,125.96
73357-73358	CC PUBLIC EMP HEALTH PLAN, payroll liabilities	\$9,624.62
ACH	EFTPS, payroll liabilities	\$29,785.05
73359	EMC NATIONAL LIFE COMPANY, payroll liabilities	\$6.00
ACH	FAMILY COMM CREDIT UNION, payroll liabilities	\$1,608.00
ACH	ICMA, payroll liabilities	\$2,093.87
73360	GARY SCHRADER, utility deposit refund	\$29.27
73361	DALTON THOMPSON, utility deposit refund	\$7.86
73362	RANDY WEILAND, utility deposit refund	\$90.00
73363	RANESHA FRANCIS, utility deposit refund	\$90.00
73364	HANNAH ELIZABETH MILLER, utility deposit refund	\$90.00
73365	DANIEL JOHN HUBERT, utility deposit refund	\$90.00
73366	JARED LANCE JENNINGS, utility deposit refund	\$90.00
73367	RENEE KNAPP, utility deposit refund	\$90.00
73368	MATTHEW LOVEJOY, utility deposit refund	\$90.00
73369	MICHELLE ONKEN-HAWKE, utility deposit refund	\$90.00
73370	SHERYL SKREENOCK, utility deposit refund	\$90.00
73371	DAVID SULLIVAN, utility deposit refund	\$90.00
73372	MATTHEW THOMPSON, utility deposit refund	\$90.00
73373	AMAZON CAPITAL SERVICES, supp.	\$319.18
73374	BAKER & TAYLOR BOOKS, supp.	\$327.18
73375	BAKER & TAYLOR ENTERTAINMENT, supp.	\$57.97
73376	CANON FINANCIAL SERVICES, serv.	\$69.32
73377	CAROL CASE, serv.	\$1,100.00
73378	CC PUBLIC EMP HEALTH PLAN, serv.	\$3,213.40
73379	CHARLES CITY PRESS INC, serv.	\$100.00
73380	COREY HAWKE, serv.	\$389.00
73381	GORDON FLESCH COMPANY, serv.	\$220.33

73382	HY-VEE INC, supp.	\$18.35
73383	INGRAM LIBRARY SERVICES, supp.	\$31.95
73384	KANOPY INC, supp.	\$42.00
73385	KS STATE BANK, serv.	\$157.00
73386	MARTIN BROS DISTRIBUTING CO, supp.	\$361.44
73387	MEDIACOM, serv.	\$337.73
73388	MICK GAGE PLUMBING & HEATING, supp.	\$18.45
73389	MIDAMERICAN ENERGY, serv.	\$2,633.08
73390	MIDWEST TAPE, supp.	\$486.00
73391	POPULAR SUBSCRIPTION SERVICE, serv.	\$19.95
73392	PROQUEST LLC, serv.	\$2,304.21
73393	SCHOLASTIC INC, supp.	\$152.14
73394	SCHUETH ACE HARDWARE, supp.	\$6.99
73395	STACEY LEERHOFF, supplies reimbursement	\$221.28
73396	STAPLES ADVANTAGE, supp.	\$205.80
73397	TRENT PARKER, serv.	\$1,306.25
73398	VISA, supp.	\$80.66
73399	KEZISH PEITEL, utility bill credit refund	\$75.96
73400	CARQUEST AUTO PARTS, supp.	\$561.28
73401	CENTURLINK, serv.	\$234.00
73402	JOHN DEERE FINANCIAL, supp.	\$105.82
73403	LESSIN SUPPLY COMPANY, supp.	\$210.47
73404	MARCO TECHNOLOGIES, serv.	\$3,823.30
73405	MARCO TECHNOLOGIES, serv.	\$126.60
73406	SCHUETH ACE HARDWARE, supp.	\$414.28
73407	ARNOLD MOTOR SUPPLY, supp.	\$53.94
73408	BUSINESS CARD, supp.	\$1,797.80
73409	CATHERINE MARIE OTT, serv.	\$560.00
73410	CHARLES CITY PRESS INC, serv.	\$942.00
73411	CHRIS ROEDER, security deposit refund	\$208.68
73412	CINTAS CORPORATION, serv.	\$68.12
73413	CITY OF CHARLES CITY, serv.	\$3,708.19
73414	COLLINS & ASSOCIATES, serv.	\$1,700.00
73415	FLOYD CO PUBLIC HEALTH, serv.	\$120.00
73416	GORDON ELECTRIC SUPPLY, supp.	\$8.30
73417	HOCKENSON PLUMBING, serv.	\$2,317.93
73418	HOUDEK FLOOR COVERING, serv.	\$435.00
73419	HOUSING AUTH ACCTG SPECIALISTS, serv.	\$905.00
73420	IOWA DEPT INSPECTIONS/APPEALS, serv.	\$34.13
73421	IOWA NAHRO, serv.	\$750.00
73422	JENDRO SANITATION SERVICES, serv.	\$790.00
73423	JOAN MINKS, security deposit refund	\$200.00
73424	LEAF, serv.	\$435.18
73425	LINDERMAN HEATING & AIR, serv.	\$162.03

73426	MARCO TECHNOLOGIES, serv.	\$143.19
73427	MEDIACOM, serv.	\$285.57
73428	MIDAMERICAN ENERGY, serv.	\$7,696.35
73429	MRI SOFTWARE, serv.	\$135.50
73430	NOAH, SMITH, SCHUKNECHT & SLOTER, serv.	\$365.00
73431	NORTH IOWA LAWN & SPORTS, supp.	\$29.99
73432	PLUNKETT'S PEST CONTROL, serv.	\$85.00
73433	RESERVE ACCOUNT, serv.	\$750.00
73434	SCHNEIDER LABORATORIES, serv.	\$63.00
73435-73436	SCHUETH ACE HARDWARE, supp.	\$407.89
73437	STAPLES ADVANTAGE, supp.	\$314.30
73438	STOCK GLASS/GRAPHIC GALLERY, serv.	\$446.07
73439	SUPERIOR LUMBER INC, supp.	\$33.94
73440	T-J SERVICE INC, serv.	\$109.99
73441	THE NELROD COMPANY, serv.	\$599.00
73442	UNITED STATES CELLULAR, serv.	\$151.11
ACH	AUXIANT, serv.	\$2,633.29
ACH	BANCORPSV, serv.	\$959.24
ACH	BANCORPSV, serv.	\$246.75
ACH	BANCORPSV, serv.	\$221.70
ACH	IMAGETEK OPERATIONS, serv.	\$365.00
ACH	KABRICK DISTRIBUTING, supp.	\$311.50
ACH	TREASURER, STATE OF IOWA, sales tax	\$1,674.54
ACH	UNITED BEVERAGE, supp.	\$285.80
ACH	BARBARA BROWN (FGP), mileage	\$40.32
ACH	CARMEN RAMSAY (FGP), mileage	\$20.80
ACH	DEBRA KANE (FGP), mileage	\$14.40
ACH	FIRST CITIZENS-CC, serv.	\$356.51
ACH	JACQUELINE FERCH (FGP), mileage	\$8.80
ACH	LADONNA NORRIS (FGP), mileage	\$5.76
ACH	MAVIS BEENEN (FGP), mileage	\$4.48
ACH	PEPSI-COLA, supp.	\$591.52
ACH	PORTZEN CONSTRUCTION, serv.	\$638,778.93
ACH	TAMMIE GARBER (FGP), mileage	\$57.60
ACH	VICKI INMAN (FGP), mileage	\$16.80
73443	ACUSHNET COMPANY, supp.	\$368.50
73444	AMAZON CAPITAL SERVICES, supp.	\$40.79
73445	ASBESTROL INC, serv.	\$1,181.45
73446	BREITBACH OFFICE LLC, serv.	\$25.00
73447	CALHOUN-BURNS & ASSOCIATES, serv.	\$15,714.00
73448	CALLAWAY GOLF, supp.	\$1,022.87
73449	CC MUNICIPAL BAND, serv.	\$500.00
73450	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
73451	CC PUBLIC EMP HEALTH PLAN	**VOIDED**

73452	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
73453	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
73454	CC PUBLIC EMP HEALTH PLAN, serv.	\$74,809.19
73455	CHARLES CITY AREA DEV CORP, serv.	\$17,500.00
73456	CENTRAL IOWA DISTRIBUTING, supp.	\$85.00
73457	CENTURYLINK, serv.	\$47.81
73458	CHEMSEARCH, supp.	\$2,195.40
73459	CINTAS CORPORATION, serv.	\$107.55
73460	CLEAR LAKE SANITARY DISTRICT, serv.	\$186.00
73461	COMPUTRONICS, serv.	\$227.50
73462	CORE & MAIN LP, supp.	\$1,345.00
73463	DISH, serv.	\$79.64
73464	DON'S TRUCK SALES INC, supp.	\$158.75
73465	ELECTRICAL ENG & EQUIP CO, serv.	\$2,270.82
73466	ENVIRONMENTAL RESOURCE ASSOCIATES, serv.	\$261.30
73467	FARMERS FEED & GRAIN CO INC, serv.	\$4,989.00
73468	FARMERS NEW AG LLC, supp.	\$898.15
73469	FMC LANDFILL, serv.	\$942.30
73470	GODBERSEN-SMITH CONSTRUCTION, serv.	\$170,257.85
73471	HOLDEN HILLEGAS/H&R LAWN CARE, serv.	\$621.00
73472	HAWKINS INC, supp.	\$9,322.20
73473	HEARTLAND ASPHALT INC, supp.	\$1,122.43
73474	HEWETT WHOLESALE, supp.	\$131.63
73475	HY-VEE INC, supp.	\$38.93
73476	IOWA DEPT OF NATURAL RESOURCES, serv.	\$877.71
73477	IDOT-CASHIER'S OFFICE, supp.	\$27.69
73478	IOWA LAW ENFORCEMENT ACADEMY, serv.	\$150.00
73479	IOWA COUNTY ATTORNEYS ASSOC, serv.	\$140.00
73480	IOWA PUMP WORKS INC, serv.	\$7,019.15
73481	IOWA SURVEILLANCE TEAM, serv.	\$310.00
73482	JEAN BOLEY, mileage	\$39.20
73483	JENDRO SANITATION SERVICES, serv.	\$49,496.89
73484	JENDRO SANITATION SERVICES, serv.	\$238.00
73485	JENNIFER LANTZ, mileage	\$94.08
73486	JOHN A HOWE, serv.	\$27.63
73487	KEYSTONE LABORATORIES, serv.	\$524.48
73488	L&J INDUSTRIES INC, supp.	\$165.85
73489	LEAF, serv.	\$125.20
73490	LEAF, serv.	\$134.38
73491	LEISURETIME GOLF CARS, serv.	\$360.00
73492	MAINSTAY SYSTEMS INC, serv.	\$144.00
73493	MERCYONE WATERLOO MEDICAL CENTER, serv.	\$1,758.00
73494	METERING TECHNOLOGY SOLUTIONS, supp.	\$36,450.63
73495	MICK GAGE PLUMBING & HEATING, serv.	\$19,898.44

73496	MIDAMERICAN ENERGY, serv.	\$457.83
73497	MIKE'S C&O TIRE INC, serv.	\$23.76
73498	NASSCO INC, supp.	\$76.76
73499	NCL OF WISCONSIN, supp.	\$2,492.67
73500	NEB-IA INDUSTRIAL FASTENERS, supp.	\$63.09
73501	NEWBAUER INC, serv.	\$114.70
73502	NEWBAUER INC, serv.	\$201.00
73503	NIACOG, serv.	\$1,031.66
73504	NIACOG, serv.	\$6,121.60
73505	NOAH, SMITH, SCHUKNECHT & SLOTER, serv.	\$2,131.47
73506	NORTHERN SAFETY CO INC, supp.	\$151.92
73507	NORTHLAND SECURITIES INC, serv.	\$1,500.00
73508	OTTO'S ENTERPRISES LLC, serv.	\$2,419.90
73509	FERGUSON ENT DBA POLLARDWATER, supp.	\$259.50
73510	POSTMASTER, serv.	\$920.00
73511	RAY HOLZER, supp.	\$154.00
73512	ROTARY CLUB OF CHARLES CITY, serv.	\$187.50
73513	SHERWIN-WILLIAMS CO, supp.	\$22.59
73514	SUPERIOR LUMBER INC, supp.	\$123.37
73515	TELLURIAN BREWING, supp.	\$58.00
73516	TERRI NOVAK, mileage	\$142.80
73517	TRENT PARKER COMPUTER, serv.	\$176.13
73518	TRUCK CENTER COMPANIES, supp.	\$1,062.92
73519	UNIQUE COUNTRY STORE, supp.	\$960.00
73520	USA BLUEBOOK, supp.	\$1,293.57
73521	WEX BANK, supp.	\$7,567.94
73522	WISCONSIN INDEPENDENT NETWORK, serv.	\$1,200.00

TOTAL \$1,307,949.85

June receipts - Gen - 796029.75; P/R C/I - 37234.66; CommEq-25.63; H/M-16.35; NuisAbate-40000.00; RAGBRAI-.26; PolPurchRes-20000.00; RUT-99476.51; EmpBen-17422.28; CVTC-16584.63; Emerg-1008.09; OptTx-70232.04; TIF-12708.91; FGP-73084.46; PubHous-85918.57; Sect8-89087.92; DebtServ-617714.12; StreetRelC/I-2052682.29; '20CapFnd-15124.59; CapProjMcQ-8299.50; CW Bridge-10000.00; FibertoHOMe-314347.73; IPC-6759.71; Water-237901.84; Sewer-151768.16; WWTPExpFnd-4682964.07; WasteFnd-60309.08; Transit-162956.84; SWU-17521.40; FireExt-537.00

June Expenses - Gen-877996.56; Disp-348.31; SafeEd-71.81; P/R C/I-121091.00; H/M-93841.78; NuisAbate-18306.00; RUT-402264.23; EmpBen-87685.13; CVTC-26343.44; Emerg-77421.33; OptTx-1863916.29; TIF-337087.22; FGP-53046.83; PubHous-101190.00; Sect8-92896.60; Cable-43163.00; DebtServ-516449.14; StreetRelC/I-980.00; ClarkStTrail-3897.99; '20CapFnd-6189.59; CWBridge-381865.55; FibertoHome-761.77; IPC-7682.87; Water-1007860.98; WaterRes-18188.00; Sewer-720842.72; SewerRes-2795.00; WWTPExpFnd-411653.67; WasteFnd-57803.54; Transit-28816.93; SWU-3145.10; FireExt-1619.57

Business of the Mayor - Mayor Andrews is recommending the appointments of Linda Lindaman and Jim Davis to the library board to replace Ann Prichard and Vonda Cummins. Motion by Pittman, second Joerger to approve these appointments. Ayes - 5 Mayor Andrews thanked Vonda and Ann for their service on the board.

Emily Kiewel, director at the Arts Center, presented a request for use of city property and closure of N. Jackson and Kelly Street around Central Park for the annual Art A Fest event on August 21. She is asking that those blocks be

closed from 8:00 a.m. to 5:00 p.m. on August 21. She has sent letters to the affected business owners for the closures. Motion by Joerger, second Pittman to approve the request. Ayes - 5.

A request has been received for street closures for National Night Out on August 3 which is sponsored by the Charles City police department. They are asking for the blocks of Kelly, N. Jackson and Blunt around Central Park to be closed from 2:00 p.m. to 10:00 p.m. Motion by Freeseaman, second Pittman to approve this request. Ayes - 5

Housing director Katie Nolte was present to review the electrical upgrade project at North Cedar Terrace. This project is similar in scope to the electrical upgrade project done at South Cedar Terrace a few years ago. Provisions have been made for a security camera installation in the plans as well as additional exterior site lighting for better security and safety. It will be set up to meter each building separately if that is needed in the future. Hoping to start the project in September and it should take about 6 weeks to complete. Council member Freeseaman introduced Resolution 95-21 entitled, "RESOLUTION APPROVING PROPOSED PLANS, SPECIFICATIONS, CONTRACT DOCUMENTS AND NOTICE OF HEARING TO BIDDERS FOR THE 2021 ELECTRIC SERVICE UPGRADE AND SECURITY CAMERAS AND LIGHTING INSTALLATION, NORTH CEDAR TERRACE COMPLEX, CHARLES CITY, IOWA" and moved for adoption. Second to adopt Starr. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

Pay estimate #21 for the WRRF project has been submitted by Portzen Construction for \$638,778.93. Fox Engineering has reviewed this request and is recommending payment. Council member Joerger introduced Resolution 96-21 entitled, "RESOLUTION APPROVING PAY ESTIMATE #21 FOR WATER RESOURCE RECOVERY FACILITY PROJECT" and moved for adoption. Second to adopt Starr. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

Transfers between funds for FY21 have been prepared and are ready for council approval. Also included in the resolution is a calculation for the surplus available in the water and sewer funds. Most of these transfers were approved through the budget process, but need to be included in this resolution. Council member Joerger introduced Resolution 97-21 entitled, "RESOLUTION AUTHORIZING TRANSFERS" and moved for adoption. Second to adopt Starr. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none

The owner of property located at 515 6th Avenue passed away in August of 2018. It has not been cared for since and no one is coming forward to open an estate and settle this property. The city has mowed the lawn and shoveled the sidewalks several times and those costs have been assessed to the property. Staff has not inspected the inside of this house so we don't know if it is able to be rehabbed or needs to be demolished. A tax certificate has been issued for the delinquent taxes but the county treasurer has cancelled the tax certificate and reimbursed the certificate buyer so the city can move forward with this process. Council member Joerger introduced Resolution 98-21 entitled, "RESOLUTION AUTHORIZING PROCEEDINGS PURSUANT TO IOWA CODE SECTION 657a.10B AGAINST REAL PROPERTY LOCATED AT 515 6TH AVENUE, CHARLES CITY, FLOYD COUNTY, IOWA" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none

City clerk O'Donnell reported that the next meeting will be a planning session on July 26. If all goes well, that will be a hybrid meeting, so council can attend in person. Derek Miller is our newest police officer and started today. He will be sworn in at the August 2 council meeting.

Motion by Pittman, second Knighten to adjourn. Ayes - 5

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk