

COUNCIL MINUTES
REGULAR SESSION – SEPTEMBER 5, 2023

Charles City City Council met in regular session on September 5, 2023 at 6:00 p.m. in the Council Chambers. Mayor Pro-Tem DeLaine Freese men presided and the following council members were present: Keith Starr, Patrick Lumley, Phoebe Pittman, and Phillip Knighten.

Others present: Jennifer Lantz, Cory Spieker, Brad Sloter, Brian Sullivan, Travis Fisher, Hugh Anderson, Tessa Weber, John Fallis (via Zoom), and Rustin Lingbeck (via Zoom).

Citizens Comments - None

Mayor Pro-Tem Freese man welcomed everyone to the meeting.

Motion by Pittman, seconded by Lumley to approve the agenda as posted. Ayes - 5

Motion by Pittman, seconded by Lumley to approve the minutes of the August 21 meeting. Ayes - 5

Motion by Pittman, seconded by Lumley, to approve the consent calendar consisting of the following: Payment of claims (including those approved by other boards). Ayes – 5

81065	BUSINESS CARD	\$2,293.25
81146-81147	CREDIT BALANCE REFUND	\$1,604.29
81168	CINTAS CORPORATION	\$139.60
81185	GRIDOR CONSTRUCTION INC.	\$260,057.75
81200	JOHN DEERE FINANCIAL	\$489.32
81208	MEDIACOM	\$110.49
81213	MIDAMERICAN ENERGY	\$155.54
81234	SULLIVAN ELECTRIC INC	\$848.09
81237	SWARTZROCK IMPLEMENT CO	\$700.00
81241	UNIQUE COUNTRY STORE	\$986.00
81247	YSI INC.	\$252.55
81297-81316	PAYROLL ENDING 8/12/23	\$108,074.89
81346	NAN MCKAY & ASSOCIATES	\$658.00
81399	IOWA DEPT OF NATURAL RESOURCES	\$85.00
81415	MIDAMERICAN ENERGY	\$1,477.99
81499-81501	UB CREDIT BALANCE REFUNDS	*VOID
81502-81504	UB CREDIT BALANCE REFUNDS	\$67.98
81505	DISH	\$90.28
81506	IOWA ASSOC MUNICIPAL UTILITIES	*VOID
81507	IDOT-CASHIER'S OFFICE	\$2,445.50
81508	JOHN DEERE FINANCIAL	\$205.17
81509	SECRETARY OF STATE	\$30.00
81510	MARCO TECHNOLOGIES LLC	\$66.69
81511	MARCO	\$143.28

81512	CC PUBLIC EMP HEALTH PLAN	\$30,000.00
81513-81523	PAYROLL ENDING 8/12/23	\$109,676.90
81524	CITY OF CHARLES CITY	\$944.57
81525	EMC NATIONAL LIFE-SUPPLEM	\$6.00
81526-81527	DELTA DENTAL	*VOID
81528	DELTA DENTAL	\$1,922.00
8129-81531	VSP	*VOID
81532	VSP	\$476.64
81533	MUTUAL OF OMAHA	*VOID
81534	MUTUAL OF OMAHA	\$1,145.34
81535-81545	HOUSING-HAPS	\$84,917.56
81546	A-1 MOBILE STORAGE SERVICE	\$355.00
81547-81548	AMAZON CAPITAL SERVICES	\$1,968.39
81549	ARNOLD MOTOR SUPPLY LLP	*VOID
81550-81551	ARNOLD MOTOR SUPPLY LLP	\$1,527.18
81552	ASBESTROL INC	\$2,470.00
81553	ASCAP	\$437.50
81554	ASHLEE MAHLSTEDT	\$350.00
81555	BURKE DOORS SALES & SERVICE	\$1,104.05
81556-81557	CC PUBLIC EMP HEALTH PLAN	*VOID
81558	CC PUBLIC EMP HEALTH PLAN	\$81,974.69
81560	CINTAS CORPORATION	\$77.33
81561	CIRCLE K COMMUNICATIONS INC	\$5,745.71
81563	CJ COOPER & ASSOCIATES INC	\$90.00
81564	D&L CAR CARE	\$1,396.49
81565	DEAD LEVEL HEATING & COOLING	\$366.89
81566	ENTERPRISE MEDIA GROUP LLC	\$114.00
81567	FLOYD COUNTY ENGINEER	\$66.59
81568	GORDON FLESCH COMPANY INC	\$300.20
81569	GILLUND ENTERPRISES	\$289.20
81570	GREG KELLOGG	\$150.00
81571	GRIDOR CONSTRUCTION INC.	\$5,598.00
81572	HOG SLAT INC	\$55.04
81575	IOWA PRISON INDUSTRIES	\$174.46
81576	JOHN A HOWE	\$850.00
81577	KW ELECTRIC, INC.	\$42,900.00
81578	LEROY'S REPAIR	\$166.99
81579	LONNIE ISAKSON	\$728.00
81580	MACHINE TOOL ENGINEERING	\$600.00
81581	MENARDS CAPITAL ONE CREDIT	\$2,000.95
81582	MIDAMERICAN ENERGY	*VOID
81583-81585	MIDAMERICAN ENERGY	\$47,757.09
81586	MIKE MOLSTEAD MOTORS INC	\$109.12

81587	MIKE'S C&O TIRE INC	\$939.98
81588	MRI SOFTWARE LLC	\$298.67
81589	MTI DISTRIBUTING INC	\$1,632.20
81590	NIACOG	\$2,653.69
81591	NORTH IOWA MEDIA GROUP	\$344.95
81592	PAWS HUMANE SOCIETY	\$1,550.00
81593	PERRY NOVAK ELECTRIC INC	\$201.40
81594	RAPID PRINTERS/OFFICE WORLD	\$169.49
81595	RESERVE ACCOUNT	\$750.00
81596	RILEY'S INC	\$1,496.17
81597	ROCKMOUNT RESEARCH & ALLOYS	\$1,379.99
81598	SCHUETH ACE HARDWARE	*VOID
81599	SCHUETH ACE HARDWARE	\$683.80
81600	SUPERIOR LUMBER INC	\$108.80
81601	T-J SERVICE INC	\$10,163.81
81602	THE FILTER SHOP	\$421.39
81603	VEENSTRA & KIMM INC	\$17,148.50
81604	VERIZON WIRELESS	\$120.03
81605	WELLS HOLLOW LANDSCAPING	\$114,864.53
81607	HY-VEE INC	\$114.70
ACH	HAWKINS INC	\$1,580.25
ACH	MC2 INC	\$3,172.45
ACH	MICROBAC LABORATORIES, INC	\$1,552.00
ACH	MISSISSIPPI LIME COMPANY	\$9,927.58
ELEC	AFLAC	\$903.33
ELEC	COLLECTION SERVICE CENTER	\$211.84
ELEC	EFTPS (PAYROLL TAXES)	\$29,600.85
ELEC	ICMA MEMBERSHIP RENEWALS	\$1,825.28
ELEC	IA PUBLIC EMPLOY RETIRE	\$45,313.81
ELEC	MUNICIPAL FIRE & POLICE	\$39,475.77
ELEC	TREASURER STATE OF IOWA	\$13,664.69
ELEC	BANCORPSV	\$395.06
ELEC	KABRICK DISTRIBUTING CO	\$674.60
ELEC	UNITED BEVERAGE-MC	\$430.50
ELEC	PITNEY BOWES SUPPLIES	\$159.57

TOTAL: \$1,113,723.22

Tessa Weber was present to discuss the street closure request for the 2nd Annual Tractor Show at Derailed. 13th Avenue would be closed like last year from 10:00 am to 6:00 pm. Weber has spoken with neighbors and they are okay with this. Motion by Pittman, seconded by Lumley, to approve the street closure of 13th Avenue on September 16, 2023 for the 2nd Annual Tractor Show. Ayes - 5

Jennifer Lantz, Foster Grandparents Director, was present to answer any questions the Council had regarding the handbook update. Brad reviewed the handbook and there were half a dozen updates since

the handbook was approved last September. Motion by Starr, seconded by Pittman, to approve Foster Grandparent Policy and Procedure Handbook. Ayes - 5

Brian Sullivan, City Engineer in training, discussed Phase 2 of the 2023 Tree Removal Project. This includes 200 trees, with no alternates, which are marked with a pink triangle. The project completion date is July 24, 2023. This project is anticipated to be lower in cost than the first contract. Project letting will be on September 28 and the public hearing will be held on October 2. Phase 1 included 300 trees and those were marked with a green circle. The third contract is currently being marked with white squares. Motion by Pittman, seconded by Knighten, to approve Resolution 93-23 entitled, "RESOLUTION SETTING PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF CONSTRUCTION COST FOR THE 2023 TREE REMOVAL PHASE TWO PROJECT AND ORDERING THE ADVERTISEMENT FOR BIDS". Roll call vote: Ayes – Starr, Lumley, Freeseaman, Pittman, Knighten. Nays – None.

SEH design proposal for the Watermain Looping Project was reviewed. This project is too large to design and complete in house, which is why a proposal was requested. This project involves boring and jacking a casing pipe under the Canadian National Railway and looping of the watermain on each side of the Railway. SEH has equipment to survey the site from outside of the railroad right-of-way which reduces costs incurred for the design phase. The design fees are not to exceed the contract amount of \$25,750.00. Motion by Knighten, seconded by Starr, to approve Resolution 94-23, "RESOLUTION APPROVING ENGINEERING SERVICES AGREEMENT WITH SEH FOR THE 2024 5TH AVENUE WATERMAIN LOOPING PROJECT, CHARLES CITY, IOWA". Roll call vote: Ayes – Lumley, Freeseaman, Pittman, Knighten, Starr. Nays – None.

Hugh Anderson, Police Chief, was present to answer any questions Council had on the speed cameras. The Police Department would like to move forward with these cameras and have them installed in the early fall and operating by mid-winter. This resolution would allow them to enter into a contract with Altumint, Inc. for three years. Altumint will provide the equipment and training, along with the software and storage of files. There is staff located within the state of Iowa that will help with installation and training. The department has conducted a speed study and have determined three places where these cameras will be installed; Highway 14, South Grand Avenue, and Highway 18. Approval of this resolution means the next step would be drafting an ordinance for the cameras. Motion by Pittman, seconded by Starr, to approve Resolution 95-23, "RESOLUTION APPROVING PHOTO ENFORCEMENT SERVICES AGREEMENT". Roll call vote: Ayes – Freeseaman, Pittman, Knighten, Starr, Lumley. Nays – None.

Cory Spieker, Water and Street Superintendent was approached by ROI Energy earlier this year to see if the city would be interested in LED light replacements. ROI has partnered with Mid-American Energy to offer savings. LED lighting also offers numerous benefits including improved visibility, lower maintenance costs, and reduced energy consumption. The fixtures at the water, wastewater, parks and recreation, and fire and street departments would all be replaced. Motion by Pittman, seconded by Lumley, to approve Resolution 96-23, "RESOLUTION APPROVING AGREEMENT WITH ROI FOR THE LED REPLACEMENT PROJECT, CHARLES CITY, IOWA". Roll call vote: Ayes – Pittman, Knighten, Starr, Lumley, Freeseaman. Nays – None.

Rustin Lingbeck, Engineer with SEH, was present via Zoom to discuss the Clearwell Tank Change Order. Additional reinforcement steel was ordered for the detail clarification of beam section. This was discovered by the contractor and reviewed by SEH. Motion by Starr, seconded by Pittman, to approve Resolution No. 97-23, "RESOLUTION APPROVING CHANGE/EXTRA WORK ORDER FOR 1 MILLION GALLON

CLEARWELL TANK PROJECT, CHARLES CITY, IOWA". Roll call vote: Ayes – Knighten, Starr, Lumley, Freeseaman, Pittman. Nays – None.

Acting clerk Yaddof reported that the next meeting will be a planning session on September 13 at 6:00 p.m.

Motion by Pittman, seconded by Starr, to adjourn at 6:35 pm. Ayes – 5

Dean Andrews, Mayor

Attest: _____
Elizabeth Yaddof, Acting Clerk