

COUNCIL MINUTES
REGULAR SESSION
SEPTEMBER 18, 2023

Charles City city council met in regular session on September 18, 2023 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Patrick Lumley, DeLaine Freeseaman, Phoebe Pittman and Phillip Knighten. Also present were city administrator Steve Diers, city attorney Brad Slotter, engineer in training Brian Sullivan, water/street superintendent Cory Spieker and public safety director Hugh Anderson.

Citizen comments - none.

Mayor Andrews welcomed everyone to the meeting.

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

Motion by Freeseaman, second Lumley to approve the August 30 and September 5 minutes. Ayes - 5

Motion by Starr, second Lumley to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following items: renewal of Class C retail alcohol license w/ Sunday Sales for Plaza Mexico, renewal of Class C retail alcohol license w/ Sunday Sales for Salinas, approve 8/23 financials for city of Charles City and CC Public Employee Health Plan, approve the following bonds: excavation - Central Cable Contractors, Kent Hoeft Construction and sidewalk - Kent Hoeft Construction and payment of claims (including those approved by other boards):

| | | |
|-------------|-------------------------------|--------------|
| 81559 | CENTURYLINK | \$1,472.33 |
| 81562 | CITY OF CHARLES CITY | \$357.05 |
| 81573 | IA MUN FINANCE OFFICERS ASSOC | \$150.00 |
| 81574 | IOWA ONE CALL | \$105.70 |
| 81584 | MIDAMERICAN ENERGY | \$158.57 |
| 81606 | WEX BANK | \$9,389.68 |
| 81608-81610 | FGP STIPENDS 9/23 | \$7,782.50 |
| 81611-81628 | UB DEPOSIT REFUNDS | \$1,354.48 |
| 81629 | BREITBACH OFFICE LLC | \$155.00 |
| 81630 | DENNIS SANVIG 00 | \$60.00 |
| 81631 | MEDIACOM | \$110.97 |
| 81632 | WRIGHTZ AUCTION CO. LLC | \$1,800.00 |
| 81633 | LONNIE ISAKSON | \$167,743.33 |
| 81634-81638 | PAYROLL ENDING 9/9/2023 | \$102,924.15 |
| 81639 | CITY OF CHARLES CITY | \$944.57 |
| 81640 | CC PUBLIC EMP HEALTH PLAN | *VOID |
| 81641 | CC PUBLIC EMP HEALTH PLAN | \$10,505.46 |
| 81642 | EMC NATIONAL LIFE-SUPPLEM | \$6.00 |
| 81643 | CENTURYLINK | \$437.17 |
| 81644 | MEDIACOM | \$431.56 |
| 81645 | ADVANTAGE ARCHIVES, LLC | \$14,850.00 |
| 81646 | AMAZON CAPITAL SERVICES | \$167.40 |
| 81647 | BAKER & TAYLOR BOOKS,SERV | \$3,507.95 |
| 81648 | CANON FINANCIAL SERVICES INC | \$69.32 |
| 81649 | CAROL CASE | \$1,507.66 |

| | | |
|-------------|--------------------------------|--------------|
| 81650 | CC PUBLIC EMP HEALTH PLAN | \$3,933.80 |
| 81651 | COREY HAWKE | \$409.00 |
| 81652 | DEMCO INC | \$126.18 |
| 81653 | FLOOR TO CEILING | \$27,373.09 |
| 81654 | GALE | \$22.39 |
| 81655 | GORDON FLESCH COMPANY | \$97.00 |
| 81656 | HOCKENSON PLUMBING | \$7.80 |
| 81657 | HY-VEE INC | \$5.96 |
| 81658 | INGRAM LIBRARY SERVICES | \$79.11 |
| 81659 | KANOPY INC | \$60.00 |
| 81660 | KATHY WILSON | \$220.00 |
| 81661 | MARK GREATHOUSE | \$250.00 |
| 81662 | MEDIACOM | \$357.02 |
| 81663 | MICK GAGE PLUMBING & HEATING | \$100.00 |
| 81664 | MIDAMERICAN ENERGY | \$2,450.54 |
| 81665 | MIDWEST TAPE | \$450.29 |
| 81666 | NOAH,SMITH,SCHUKNECHT & SLOTER | \$42.00 |
| 81667 | PLUNKETT'S PEST CONTROL | \$547.20 |
| 81668 | SCHUETH ACE HARDWARE | \$131.87 |
| 81669 | STAPLES ADVANTAGE | \$140.31 |
| 81670 | TASTE OF HOME | \$41.02 |
| 81671 | THE PRINTERY | \$76.95 |
| 81672 | ACCESS SYSTEMS LEASING | \$382.12 |
| 81675 | AMERICAN MEDICAL RESPONSE | \$17,291.67 |
| 81676 | BRENT GERLEMAN | \$11.23 |
| 81677 | BRUENING ROCK PRODUCTS INC | \$445.50 |
| 81678 | BUSINESS CARD | *VOID |
| 81679 | CARQUEST AUTO PARTS | \$1,123.13 |
| 81680 | CC CHAMBER OF COMMERCE | \$3,900.00 |
| 81681 | CHARLES CITY PRESS INC | \$120.00 |
| 81682 | CINTAS CORPORATION | \$129.10 |
| 81684 | CROELL INC | \$494.50 |
| 81685 | D&K PRODUCTS | \$828.00 |
| 81686 | D&L CAR CARE | \$160.00 |
| 81687 | ELECTRICAL ENG & EQUIP CO | \$750.00 |
| 81688-81689 | FAREWAY STORE | *VOID |
| 81690 | FAREWAY STORE | \$2,672.72 |
| 81691 | FLOYD CO PUBLIC HEALTH | \$60.00 |
| 81692 | GRAINGER | \$1,415.92 |
| 81693 | GRIDOR CONSTRUCTION INC. | \$353,119.75 |
| 81694 | HACH COMPANY | \$466.00 |
| 81695 | HEWETT WHOLESALE | \$757.72 |
| 81696 | IDOT-CASHIER'S OFFICE | \$3,121.65 |
| 81698 | IOWA PARKS & REC ASSOCIATION | \$180.00 |
| 81699 | IOWA PEACE OFFICERS ASSOC | \$420.00 |

| | | |
|-------------|--------------------------------|-------------|
| 81700 | IOWA PRISON INDUSTRIES | \$989.34 |
| 81701-81702 | JENDRO SANITATION SERVICES | \$56,969.94 |
| 81703 | JOHN DEERE FINANCIAL | \$365.64 |
| 81704 | KAMM EXCAVATING CORP | \$1,900.00 |
| 81705 | KATHY K CROOKS | \$420.00 |
| 81706 | KIRKWOOD COMM COLLEGE | \$300.00 |
| 81707 | L&J INDUSTRIES INC | \$612.00 |
| 81708 | LARRY ELWOOD CONCRETE, INC | \$50,993.70 |
| 81710-81711 | LESSIN SUPPLY COMPANY | \$239.51 |
| 81712 | MERRITT COMPUTER SERVICE INC | \$1,534.00 |
| 81713 | METERING TECHNOLOGY SOLUTIONS | \$522.32 |
| 81715 | MIDAMERICAN ENERGY | \$51.87 |
| 81716 | MUNICIPAL SUPPLY INC | \$11,270.91 |
| 81717 | NEB-IA INDUSTRIAL FASTENERS | \$201.00 |
| 81718 | NEW HAMPTON TRIBUNE | \$76.00 |
| 81719 | NEWBAUER INC | \$352.25 |
| 81721 | NOAH,SMITH,SCHUKNECHT & SLOTER | \$2,400.00 |
| 81722 | NORA SPRINGS ROCKFORD REGISTER | \$25.00 |
| 81723 | NORTH IOWA LAWN & SPORTS | \$256.09 |
| 81724 | OVERHEAD DOOR CO OF MASON CITY | \$520.00 |
| 81725 | POSTMASTER | \$1,250.00 |
| 81727 | ST JOHN LUTHERAN CHURCH | \$140.00 |
| 81728 | T&K TRACTOR REPAIR LLC | \$1,103.92 |
| 81729 | TERRACON CONSULTANTS INC | \$7,750.00 |
| 81730 | TERRI NOVAK | \$171.61 |
| 81731 | TITUS LOCK SERVICES | \$389.00 |
| 81732 | TRIUMPH SURPLUS LLC | \$15.98 |
| 81733 | UNITED STATES CELLULAR | \$1,225.46 |
| 81734 | UTILITY EQUIPMENT COMPANY | \$1,982.04 |
| 81735 | WISCONSIN INDEPENDENT NETWORK | \$1,250.00 |
| 81736 | ZACHARIAH SULLIVAN | \$11.86 |
| 81737 | ZARNOTH BRUSH WORKS INC | \$837.40 |
| 81738 | ZIEGLER INC | \$188.72 |
| ACH | CARMEN RAMSAY (FGP) | \$12.80 |
| ACH | HAWKINS INC | \$2,243.50 |
| ACH | JACQUELINE FERCH (FGP) | \$25.60 |
| ACH | JANET JOHNSON (FGP) | \$12.80 |
| ACH | MICROBAC LABORATORIES, INC | \$1,209.75 |
| ACH | MISSISSIPPI LIME COMPANY | \$9,828.54 |
| ACH | VESSCO INC | \$860.00 |
| ELEC | COLLECTION SERVICE CENTER | \$211.84 |
| ELEC | EFTPS (PAYROLL TAXES) | \$28,291.26 |
| ELEC | ICMA MEMBERSHIP RENEWALS | \$1,825.28 |
| ELEC | VISA | \$424.91 |
| ELEC | BANCORPSV | \$789.87 |

| | | |
|------|------------------------------|-------------|
| ELEC | KABRICK DISTRIBUTING CO | \$193.00 |
| ELEC | PEPSI-COLA | \$702.22 |
| ELEC | TREASURER, STATE OF IOWA | \$23,192.02 |
| ELEC | UNITED BEVERAGE-MC | \$253.30 |
| ELEC | US ENVIRONMENTAL PRO. AGENCY | \$950.98 |
| ELEC | BUSINESS CARD | \$3,314.33 |
| ELEC | DAIDA | \$519.55 |
| ELEC | US POSTAL SERVICE | \$1,000.00 |
| ELEC | FIRST CITIZENS BANK-CC | \$343.66 |

TOTAL: \$973,282.16

August Receipts - Gen - 82197.94;P/R C.I-319.04;H/M-34124.35;RAGBRAI-.92;P/R Purch Res-8500.00;RUT-85240.56;CVTC-15968.69;OptTx-119861.27;TIF-1645.23;AmerResc-5861.28;FGP-16444.80;PubHous-57713.03;Sect8-78799.90;Hous Non Res-913.81;CWBridge-1239999.00;TreeRemove?ReplaceProj-5000.00;Water-302616.42;WRRF-232099.09;WasteFnd-64838.39;Transit-4692.09;SWU-18258.90;FireExt-94.00

August Disbursements - Gen-540055.73;SafetyEd-3000.00;RUT-69451.18;EmpBen-145719.26;CVTC-9048.81;TIF-4710.56;LibrTr-232.70;FGP-23282.70;PubHous-114811.56;Sect8-96082.25;Cable-10000.00;StreetRelC/I-9851.50;FibertoHome-1076.47;IPC-7361.17;Water-144813.38;ClearWell-291845.27;WRRF-108669.84;WWTPExpFnd-2268.50;WasteFnd-60584.70;Transit-33899.47;SWU-7664.77;FireExt-66.75

Business of the Mayor - Mayor Andrews has been busy helping to paint the wall of the Kloberdanz building in preparation of a mural being painted there.

Police chief Hugh Anderson then did a presentation of several life saving awards for three police officers for their part in saving the life of former Charles City police officer Vic Dunn. Dawn Staudt from AMR also distributed awards to the EMS personnel who also assisted with Vic.

Street superintendent Cory Spieker reviewed the quote we have received from HydroKlean for doing monoform rehabbing on 9 storm sewer manholes. They have quoted \$47,861.57 for this service. Council member Freeseaman introduced Resolution 98-23 entitled, "RESOLUTION APPROVING MONOFORM REHAB FOR STORM SEWER MANHOLES" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none

Valero is working with PCI to install a rail spur that is located over our water main on E St. This main is estimated to be 70-80 years old. The length under the spur is approximately 80' and staff is recommending replacing an additional 120' while this area is opened up. A casing will be placed around the main under the spur. PCI has quoted us \$35,100 for parts and labor to replace the 200' of water main. Valero has agreed to pay the labor to replace and case the 80' under the spur. Water superintendent Cory Spieker is recommending we replace the extra length of main while this area is opened up. Councilmember Freeseaman introduced Resolution 99-23 entitled, "RESOLUTION APPROVING REPLACEMENT OF WATER MAIN ON E STREET" and moved for adoption. Second to adopt Lumley. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none

The 401 N. Main Parking Lot project is done and ready for acceptance. Larry Elwood Concrete was the contractor for this project and the final cost came in at approximately \$4000 lower than the bid. Council member Starr introduced Resolution 100-23 entitled, "RESOLUTION ACCEPTING THE 401 N. MAIN PARKING LOT PROJECT AND AUTHORIZING FINAL PAYMENT" and moved for adoption. Second to adopt Lumley. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none.

There are two change orders for the Southwest Water Looping project. There was a sanitary sewer line located here that wasn't known by the city and therefore was not included in the plans. This line was hit while excavation was being done, so it needed to be repaired. The second change order involved installation of a 12" live tap and valve in lieu of the 3 planned 12" valves and cut in tee. This change will make it easier to turn off water in this area without having to turn off service to several other businesses in the area. The total of the two change orders is an increase to the contract price of \$40,970.82. Council member Starr introduced Resolution 101-23 entitled, "RESOLUTION APPROVING CHANGE/EXTRA WORK ORDER #1 AND #2 FOR THE SOUTHWEST WATER LOOPING PROJECT" and moved for adoption. Second to adopt Freeseaman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none.

Pay estimate #7 has been submitted by Gridor Construction for the clear well project. It is for \$353,119.75 and has been reviewed by SEH. They are recommending approval. Council member Freeseaman introduced Resolution 102-23 entitled, "RESOLUTION APPROVING PAY ESTIMATE #7 FOR THE CLEAR WELL PROJECT" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none.

One of the requirements of the CDBG grant we received for the clear well project is to hold a public hearing on the status of funded activities (SOFA). Chris Diggins from NIACOG will be here to present the necessary information during the public hearing, which will be held October 2. Council member Freeseaman introduced Resolution 103-23 entitled, "RESOLUTION DIRECTING THE CLERK TO PUBLISH NOTICE OF HEARING ON STATUS OF FUNDED ACTIVITIES FOR THE CDBG CLEARWELL PROJECT" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Lumley, Freeseaman, Pittman, Knighten. Nays - none.

City attorney Slotter reported that he had contacted the engineers on the clear well regarding the change order and will report back on his findings.

City clerk O'Donnell reported that the next planning session is September 27 at 6:00 p.m. We have several people attending the annual conference for the League of Cities this week in Cedar Rapids. The auditors will be here next week for the yearly audit of the city books.

City administrator Diers reported that he was in attendance last week to accept an award for the CW Bridge that was recently built. The owls were ordered for use at our planning sessions and should be here for the September 27 planning session. The tree planting event is wrapping up and has gone very smoothly.

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

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk