

COUNCIL MINUTES
REGULAR SESSION
OCTOBER 18, 2021

Charles City city council met on October 18, 2021 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Jerry Joerger, DeLaine Freeseaman, Phoebe Pittman and Phillip Knighten. Absent was Keith Starr. Also present were city administrator Steve Diers, city attorney Brad Slotter and city engineer John Fallis.

Citizen comments - none.

Mayor Andrews welcomed everyone to the meeting.

Motion by Freeseaman, second Joerger to approve the agenda. Ayes - 4

Motion by Joerger, second Freeseaman to approve the minutes of the October 4 meeting. Ayes - 4

Motion by Joerger, second Pittman to approve the consent calendar. Ayes - 4. Consent calendar consisted of the following items: approve special class C liquor license w/ Sunday Sales and outdoor service for Prologue Books and Wine, approve renewal of Class C liquor license w/ Sunday Sales for Plaza Mexico, approve renewal of class B beer permit w/ Sunday Sales and outdoor service for Tellurian, approve financials for 9/21 for city of Charles City and CC Public Employee Health Plan and payment of claims (including those approved by other boards):

74391	CENTURYLINK, serv.	\$468.27
74392	MIDAMERICAN ENERGY, serv.	\$37,289.64
74393	SHANE BRUNSCHON, utility deposit refund	\$33.32
74394	AALIYAN GRAY, utility deposit refund	\$19.00
74395	JOSEPH REVELING, utility deposit refund	\$31.98
74396	DIANE BARR, utility deposit refund	\$90.00
74397	DALTON CLEVELAND, utility deposit refund	\$90.00
74398	CASSANDRA FUNTE, utility deposit refund	\$90.00
74399	MELISSA HORSMAN, utility deposit refund	\$90.00
74400	LARISSA INGERSOL, utility deposit refund	\$90.00
74401	RICHARD JOHNSON, utility deposit refund	\$90.00
74402	KYLIE KNUTSON, utility deposit refund	\$90.00
74403	ROBERT LAVIGNE, utility deposit refund	\$20.00
74404	DANIELA LEMLEY, utility deposit refund	\$90.00
74405	SUSANNE R MALINOSKI, utility deposit refund	\$90.00
74406	THERESA MCDERMOTT, utility deposit refund	\$90.00
74407	JARED MILLER, utility deposit refund	\$90.00
74408	STOCK GLASS, utility deposit refund	\$90.00
74409	LORI TAYLOR, utility deposit refund	\$20.00
74410	GERALD WRIGHT, utility deposit refund	\$90.00
74411-74427	PAYROLL ENDING 10/09/2021	\$101,484.08
74428	CITY OF CHARLES CITY, payroll liabilities	\$980.96
74429-74430	CC PUBLIC EMP HEALTH PLAN, payroll liabilities	\$9,300.93
ACH	EFTPS, payroll liabilities	\$27,030.85
74431	EMC NATIONAL LIFE COMPANY, payroll liabilities	\$6.00

	FAMILY COMM CREDIT UNION, payroll liabilities	\$1,683.00
ACH	ICMA, payroll liabilities	\$2,100.03
74432	CC CHAMBER OF COMMERCE, serv.	\$715.66
ACH	OCTOBER FGP STIPEND CHECKS	\$7,883.97
ACH	AUXIANT, serv.	\$173.07
ACH	BANCORPSV, serv.	\$45.00
ACH	BANCORPSV, serv.	\$73.00
ACH	CARMEN RAMSAY (FGP), mileage	\$15.68
ACH	DEBRA KANE (FGP), mileage	\$19.20
ACH	FIRST CITIZENS-CC, serv.	\$473.01
ACH	IMAGETEK OPERATIONS, serv.	\$496.00
ACH	JACQUELINE FERCH (FGP), mileage	\$7.20
ACH	LA DONNA NORRIS (FGP), mileage	\$9.60
ACH	MAVIS BEENEN (FGP), mileage	\$3.20
ACH	PORTZEN CONSTRUCTION, serv.	\$223,196.91
ACH	TREASURER, STATE OF IOWA, sales tax	\$467.69
ACH	US POSTAL SERVICE, supp.	\$1,000.00
74433	ALLIED SYSTEMS INC, supp.	\$3,190.00
74434	AMERICAN MEDICAL RESPONSE, serv.	\$7,291.67
74435	ARNOLD MOTOR SUPPLY LLP, supp.	\$804.33
74436	ASBESTROL INC, serv.	\$11,610.00
74437	AUDITOR OF STATE, serv.	\$850.00
74438	BREITBACH OFFICE LLC, serv.	\$25.00
74439	BRUENING ROCK PRODUCTS INC, supp.	\$274.27
74440	CALHOUN-BURNS & ASSOCIATES, serv.	\$967.83
74441	CENTURYLINK, serv.	\$43.70
74442	CHARLES CITY ELECTRONICS, supp.	\$179.98
74443	CHARLES CITY PRESS INC, serv.	\$623.94
74444	CINTAS, supp.	\$129.23
74445	CINTAS CORPORATION, serv.	\$107.55
74446	CITY OF CHARLES CITY, serv.	\$238.18
74447	CLAREY'S SAFETY EQUIPMENT, serv.	\$1,300.00
74448	CONSOLIDATED FLEET SERVICES, serv.	\$850.00
74449	CORY SPIEKER, travel reimbursement	\$103.72
74450	DEBOEST CONCRETE CORP, serv.	\$3,360.00
74451	DISH, serv.	\$79.64
74452	DMB SALES INC, supp.	\$942.00
74453	DORSEY & WHITNEY LLP, serv.	\$27,056.50
74454	DOUBLE Z GARAGE DOORS LLC, serv.	\$383.00
74455	ELECTRICAL ENG & EQUIP CO, supp.	\$5,405.50
74456	ENVIRONMENTAL RESOURCE ASSOC, serv.	\$261.30
74457	ETHANOL PRODUCTS LLC, supp.	\$964.91
74458	FAREWAY STORE, supp.	\$671.84
74459	FARM TILE PRO LLC, serv.	\$18,147.06

74460	FARMCHEM, supp.	\$336.21
74461	FARMERS FEED & GRAIN CO INC, serv.	\$240.00
74462	FMC LANDFILL, serv.	\$153.00
74463	HOLDEN HILLEGAS/H&R LAWNCARE, serv.	\$960.00
74464	HAWKINS INC, supp.	\$8,437.05
74465	HEARTLAND ASPHALT INC, serv.	\$79,998.93
74466	HRS LLC, serv.	\$2,000.00
74467	IEMSA, serv.	\$280.00
74468	INTERSTATE BATTERIES OF UPPER IOWA, supp.	\$110.95
74469	IOWA ONE CALL, serv.	\$130.20
74470	IOWA POLICE CHIEFS ASSOCIATION, serv.	\$50.00
74471	JENDRO SANITATION SERVICES, serv.	\$49,678.02
74472	JENDRO SANITATION SERVICES, serv.	\$238.00
74473	JOHN DEERE FINANCIAL, supp.	\$155.49
74474	KAMM EXCAVATING CORP, serv.	\$32,091.67
74475	KIRKWOOD COMM COLLEGE, serv.	\$260.00
74476	L&J INDUSTRIES INC, supp.	\$285.50
74477	LEAF, serv.	\$268.76
74478	LEAF, serv.	\$129.71
74479	LESSIN SUPPLY COMPANY	**VOIDED**
74480	LESSIN SUPPLY COMPANY, supp.	\$598.42
74481	LESSIN SUPPLY COMPANY, supp.	\$100.00
74482	MAIN STREET CHARLES CITY, serv.	\$10,000.00
74483	MAINSTAY SYSTEMS INC, serv.	\$144.00
74484	MARCO, serv.	\$126.60
74485	MARTIN EQUIPMENT, supp.	\$643.07
74486	MARVIN PLANNING CONSULTANTS, serv.	\$1,000.00
74487	MERRITT COMPUTER SERVICE INC, serv.	\$1,089.32
74488	MH EQUIPMENT COMPANY, supp.	\$202.92
74489	MICK GAGE PLUMBING & HEATING, serv.	\$10,468.02
74490	MIDAMERICAN ENERGY, serv.	\$169.58
74491	MIKE'S C&O TIRE INC, serv.	\$11,725.96
74492	MISSISSIPPI LIME COMPANY, supp.	\$6,912.56
74493	MUNICIPAL SUPPLY INC, supp.	\$1,812.10
74494	NEB-IA INDUSTRIAL FASTENERS, supp.	\$313.19
74495	NEWBAUER INC, serv.	\$208.89
74496	NEWBAUER INC, serv.	\$236.50
74497	NIACOG, serv.	\$9,280.72
74498-74499	NOAH, SMITH, SCHUKNECHT & SLOTER	**VOIDED**
74500	NORTH IOWA LAWN & SPORTS, supp.	\$228.93
74501	NATIONAL RURAL WATER ASSOC, supp.	\$75.00
74502	O'REILLY FIRST CALL, supp.	\$53.08
74503	OTTO'S ENTERPRISES LLC, serv.	\$6,235.29
74504	PERRY NOVAK ELECTRIC INC, serv.	\$962.00

74505	POLICE LEGAL SCIENCES INC, serv.	\$1,560.00
74506	POSTMASTER, serv.	\$1,100.00
74507	RADER PLUMBING	**VOIDED**
74508	RICK LENSING, repair reimbursement	\$195.65
74509	RILEY'S INC, supp.	\$312.32
74510	ROTARY CLUB OF CHARLES CITY, serv.	\$97.50
74511	SCHUETH ACE HARDWARE, supp.	\$238.05
74512	SECURITY & COMMUNICATION PROF, supp.	\$277.00
74513	SECRETARY OF STATE, serv.	\$30.00
74514	SHORT ELLIOTT HENDRICKSON INC, serv.	\$8,574.00
74515	SUPERIOR WELDING SUPPLY CO, supp.	\$500.25
74516	TERRACON CONSULTANTS INC, serv.	\$1,571.50
74517	TERRI NOVAK, mileage	\$143.36
74518	THAD JOHNSON, travel reimbursement	\$27.00
74519	TP ANDERSON & COMPANY PC, serv.	\$10,500.00
74520	USA BLUEBOOK, supp.	\$200.95
74521	UTILITY EQUIPMENT COMPANY, supp.	\$1,140.00
74522	VAN WERT COMPANY, supp.	\$6,039.36
74523	WEX BANK, supp.	\$8,083.82
74524	WISCONSIN INDEPENDENT NETWORK, serv.	\$1,200.00

TOTAL \$782,258.80

September Receipts - Gen - 166551.93;Disp-17.74;SafetyEd-1000.00;P/R C/I-8.03;CommEq-28.10;H/M-12.58;RAGBRAI-.26;RUT-123058.09;EmpBen-52051.60;CVTC-3327.37;Emerg-3013.38;OptTx-76621.29;TIF-10051.92;FGP-12617.09;PubHous-63194.28;Sect8-81459.08;DebtServ-20322.08;'20CapFnd-1950.99;HUD Grant-8318.00;CW Bridge-298357.98;Water-260010.67;Sewer-165552.36;WasteFnd-55725.33;Transit-31801.59;SWU-16609.51;FireExt-491.00
September Disbursements-421103.99;RUT-75675.44;EmpBen-110727.39;CVTC-5282.47;AMerRescue-13302.98;LibrTrust-3714.51;FGP-17379.24;PubHous-61483.59;Sect8-88205.06;StreetRelC/I-64504.25;'16CapFnd- -601.79;'20CapFnd-3087.59;'21CapFnd-96.19;HUD Grant-22727.23;CWBridge-24018.99;FibertoHome-218.87;IPCproj-5201.48;Water-337734.30;Sewer-116369.66;WWTPExpan-834024.55;WasteFnd-53513.33;Transit-42827.79;SWU-42325.96;FireExt-330.30

A request has been submitted for a street closure for Family Fall Fest put on by Bethany Alliance Church. It will be held October 24 on the block of Clinton Street from the corner of 8th Street to the driveway into their property. The event will be from 3:00 to 5:00. Motion by Freeseaman, second Knighten to approve the request. Ayes - 4

The audit for FMC Landfill for FY20 has been submitted for approval. The city is a member of the 28E entity that oversees the landfill operations and we have to approve the yearly audit. Council member Joerger is our member on this board and reported that the landfill is doing very well financially. Council member Freeseaman asked about the unreserved balance and if that could be used for purchases, such as for land. Council member Joerger replied yes. It was also noted that the current land owned by the landfill is enough to last for another 25-30 years. Council member Freeseaman introduced Resolution 124-21 entitled, "RESOLUTION APPROVING THE FY20 AUDIT REPORT FOR FLOYD/MITCHELL/CHICKASAW SOLID WASTE MANAGEMENT AGENCY" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Pittman, Knighten. Nays - none

Pay estimate #24 was submitted from Portzen Construction for the WRRF project. It is in the amount of \$223,196.91. Fox Engineering has reviewed this request and is recommending payment. City engineer Fallis commented that the bulk of the big ticket items have already been done. Council member Freeseaman asked the status of the reed beds and response was that we will need to replant some. Council member Freeseaman introduced Resolution 125-21 entitled, "RESOLUTION APPROVING PAY ESTIMATE #24 FOR WATER RESOURCE RECOVERY FACILITY PROJECT" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Pittman, Knighten. Nays - none

A resolution is needed to approve the Main Street Iowa agreement. The council previously approved funding this program. Council member Freeseaman introduced Resolution 126-21 entitled, "RESOLUTION APPROVING MAIN STREET IOWA PROGRAM CONTINUATION AGREEMENT WITH IOWA ECONOMIC DEVELOPMENT AUTHORITY" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Pittman, Knighten. Nays - none.

The city's local option sales tax expires at the end of next year, so we need to start the process to extend it. Dorsey Whitney, the city's bond counsel, has prepared the initial resolution of support for this election. We currently have this revenue earmarked 100% for streets and council has initially decided to continue with that use. Council will discuss this further at the next planning session. The ballot for this option tax will be done March 1, 2022. Council member Freeseaman stated that this revenue has been very important in maintaining our streets and he asked if a list of all the street projects that have been done since this tax was first implemented could be given to the council. John Fallis has been working on this already. Councilmember Joerger introduced Resolution 127-21 entitled, "RESOLUTION IN SUPPORT OF LOCAL OPTION SALES AND SERVICES TAX ELECTION" and moved for adoption. Second to adopt Knighten. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Pittman, Knighten. Nays - none

City clerk O'Donnell reported that the next planning session will be on October 25 at 6:00 p.m.

City administrator Diers reported that he has ordered the equipment that will be used as part of the AARP Smart Home pilot project for in home care for our elderly citizens. We have been notified of another project with AARP that would actually modify a home for an elderly citizen to be able to stay in their own home longer and we may be able to get a couple of homes included in this project. Staff has been working on a draft of a UTV ordinance and will meet next week with the committee to go over it. Met with Mark Holtkamp about his planned senior living complex, he reported that the timeline will be pushed back 6 months and he may have to cut back on some of the amenities since costs have risen quite considerably. Since the deadline for completion is 12/31/22, he may see a decrease in his TIF rebate but should catch up once the project is completed. We have advertised for a job opening in the wastewater department and have been working on a job description for a street department foreman position.

Motion by Pittman, second Freeseaman to adjourn. Ayes - 4

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk