

State Center City Council
Regular Meeting Minutes
May 17, 2017

State Center City Council met in regular session on Wednesday, May 17, 2017 in Council Chambers. Mayor Quick called the meeting to order at 7:00 p.m. and asked everyone to rise for the Pledge of Allegiance. Roll Call: Mayor Quick, Councilors: Bunn, Darrow, Lively, Riemenschneider and Wilkinson present. Absent: None. Others Present: Jeff Robinson, Phil Pitzen, Chris Davis, Buffi Honeck, Danielle Toyne, Jim Eckhardt, Jeff Hiel, John & Dawn Dierks, Wayne Larson, Kristi Yates, Mike Kielly and Clerk Bearden.

- Motion by Lively, 2nd by Bunn to approve the consent agenda including Casey's liquor license renewal. Motion passes 5-0.
- Public Comment: Wayne Larson spoke on behalf of himself and Scott Simatovich. Recently City personnel have placed obstructions on a bridge that has been "closed" for a period of time. Wayne & Scott would like the obstructions moved to allow for pedestrian and lawnmower/golf cart traffic. Phil Pitzen stated that the obstructions were placed as the bridge does not appear to be safe for vehicle traffic and the "Closed" signs that were there have been removed by someone other than City personnel. The City will take steps to have the bridge condition evaluated and for now will block vehicle traffic but allow pedestrian and lawn mower traffic. Jim Eckhardt thanked City officials for allowing the purchase of the new ambulance. He also shared that a "mini" circus has contacted State Center to see if they could set up for a week-end in August. The Figgins Development hay field may work for a location. The Fire/EMT department would sell tickets as a fund raiser. More information will be presented at a future council meeting. Jim also spoke of the farmer's market and its June 1 start date.
- At 7:20 the Mayor opened the FY16.17 Budget Amendment Public Hearing and asked if anyone present wanted to comment on the proposed amendment. There were none. The Clerk reported there had been no comment submitted to her office. The Mayor closed the public hearing at 7:21.
- At 7:21 the Mayor opened the public hearing on the Proposal to enter into a Library Pledge Revenue Loan Agreement and asked if anyone present wanted to comment on the proposed Library Pledge Agreement note not to exceed \$400,000.00. There were none. The Clerk reported there had been no comment submitted to her office. The Mayor closed the public hearing at 7:22.
- Lively moved to approve the addition of Joe Long to the Volunteer Fire/EMS roster. Bunn 2nd; motion passes 5-0.
- Motion by Bunn, 2nd by Wilkinson to approve the outdoor liquor license for the Rose Festival "Rock the Depot" and "Bike Night" events contingent upon Chief Bunn's approval. There was much discussion regarding last year's event and issues. A voice vote count was unclear and a roll call vote was called for by the Mayor: Wilkinson, Lively and Bunn - Aye; Riemenschneider and Darrow - Nay. Motion passes 3-2 roll call vote. Buffi updated the council on Rose Festival activities. Riemenschneider moved to approve requested road closures contingent upon Chief Bunn's approval. Lively 2nd; motion passes 5-0. Motion by Darrow, 2nd by Bunn to approve the hiring of Zach Tichy and Joe Halverson as swimming lesson lifeguards and Dana Pope as lesson coordinator all at \$10.00/hour. Motion passes 5-0.
- John and Dawn Dierks expressed their interest to the council of purchasing the City owned SE corner lot at the intersection of 4th St. SE and 3rd Ave SE. This lot was purchased from Farrell Properties for \$25,000.00 in 2013 and is not a part of the Figgins Covenant. Riemenschneider moved to approve directing the clerk to prepare a resolution that the City Council will offer this lot, legally described as Parcel H in Lot 3 of the Northeast Quarter of the Southeast Quarter of

Section 10, Township 83 North, Range 20 West of the 5th P.M., City of State Center, Marshall County, Iowa, for sale in the amount of \$25,000.00. Bunn 2nd; motion passes 5-0.

- Darrow introduced and moved to adopt Res. 17-117 approving final payment in the amount of \$15,800.00 to Fox Engineering for unbilled services performing related to the terminated R/O Water Treatment Project and approving termination of the engineering contract with Fox Engineering for same project. Bunn 2nd; Res. 17-117 is adopted 5-0 roll call vote.
- Some recommended changes to the proposed Computer/Internet Usage/Disaster Recovery Policy were discussed. A resolution for passage will be on the June meeting agenda.
- Bunn introduced and moved to adopt Res. 17-118 approving the proposed Investment Policy. Riemenschneider 2nd; Res. 17-118 is adopted 5-0 roll call vote.
- Riemenschneider introduced and moved to adopt Res. 17-119 approving a Bond Purchase Agreement of the sale of bonds thereunder not to exceed 1.6 million for the 3rd St NW reconstruction project. Darrow 2nd; Res. 17-119 is adopted 5-0 roll call vote. The clerk, Mike Riemenschneider and Mike Kielly met with Jim Hagerman(co-owner) and Josh Weigelt(resident) regarding the proposed easement/right-of-way being requested on the corner of 208 3rd Ave NW. Jim and Josh proposed that the property owner and resident remove the old sidewalk on the east property line and the City replace the sidewalk as a part of the project in exchange for the easement/right-of-way. The engineer has estimated the forming and pouring of concrete for this to be \$2,100.00. Riemenschneider moved to approve forming and pouring of sidewalk on the east property line at City cost contingent upon the property owner's timely removal of old sidewalk. Wilkinson 2nd; motion passes 5-0. The City attorney will prepare documents.
- Lively introduced and moved to adopt Res. 17-120 authorizing and approving a Loan Agreement with Central State Bank and providing for the issuance and securing the payment of a \$400,000.00 Library Pledge Note along with a Pledge Agreement with the Gutekunst Public Library. Darrow 2nd; Res. 17-120 is adopted 4-0 roll call vote with Wilkinson abstaining.
- Jeff Robinson updated the council on the RFP process for the proposed Solar Array project. 12 interested vendors attended an informational meeting of the project held recently. Proposals from vendors are due May 30th. Shermco engineers will help evaluate the proposals that may be in either a purchase agreement form or outright ownership form. Riemenschneider introduced and moved to adopt Res. 17-121 setting June 21 at 7 p.m. as the time/place for a public hearing on the proposed Electric Revenue Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$1.7 million. Lively 2nd; Res. 17-121 passes 5-0 roll call vote.
- Wilkinson, representing the personnel committee, reported that the committee has approved temporary light duty for Z. Faught, public works. The council will be apprised of any further changes to the scope of this. Wilkinson also stated that it is the recommendation of the personnel committee that the new "City Laborer" position be advertised as prepared. This position is budgeted to start FY17.18. This passes 5-0. Riemenschneider moved to approve 25 cent/hour raises for both Faught & Robinson for obtaining their mosquito spraying licenses. Lively 2nd; motion passes 5-0. Robinson recommended B. Hilleman be given a 50 cent/hour raise for system knowledge. Riemenschneider moved to approve this raise effective May 15th. Wilkinson 2nd; motion passes 5-0.
- Motion by Wilkinson, 2nd by Lively approving police station security system installation and payment of \$3,642.50. There will also be a monthly service fee of \$45.95/month billed quarterly. Motion passes 5-0. Security for the park and brush dump was discussed. We have a quote from Astra and it was suggested that we get one from David Beary.
- There was brief discussion on fireworks and the State law changes. Currently use of fireworks requires a permit issued by the City. Future discussion will be needed.

- Wilkinson introduced and moved to adopt Res. 17-122 approving the FY16.17 budget amendment as published May 4th. Darrow 2nd; Res. 17-122 is adopted 5-0 roll call vote. After some discussion by the clerk on how to tackle audit comments, Lively introduced and moved to adopt Res. 17-123 accepting the FY15.16 audit as submitted. Wilkinson 2nd; Res. 17-123 is adopted 5-0 roll call vote.
- The clerk mailed out RFPs for FYs 17, 18 & 19 and we have received two sealed proposals, one from the Auditor of State and one from Bowman & Miller, PC. Upon opening it is noted that Bowman & Miller offered services for the 3 years for \$11,000.00, \$11,300.00 & \$11,700.00 respectively. The State's proposal costs are roughly \$2,000.00 higher for each year but do estimate 25% more hours needed to conduct the process. Bowman & Miller can conduct the audit in August and deliver the final report by October 31. The State cannot deliver the report until February 15. The clerk prefers the earlier report date as it gives a more timely picture of the City financial and procedure status and therefore necessary corrections to comments can be implemented quicker, however, either auditor would serve the City well. Bunn moved to approve execution of the audit agreement with Bowman & Miller, PC. Darrow 2nd; motion passes 5-0.
- Harlan spoke of correspondence relating to become a State "model community." This will be discussed with the development association to determine any interest.
- At this time, Lively asked to be recognized. He acknowledged that the earlier in the meeting the Rose Festival liquor license application had been approved 3-2 and was accepting of that. He wanted it on the record that he wished that he had submitted a nay vote based on the number of negative comments he received after last year's festival.

CLAIMS PAID THRU

5.17.17

AIR GAS	SUPPLY	114.87
ALLIANT	SERVICE	1,089.65
ARNOLD MOTORS	REPAIR/SUPPLY	156.93
ASTRA SECURITY	PD EQUIP	3,642.50
BAUDER CONSULTING	INS CONSULT	120.00
BANKERS TRUST	LOAN PAYMENT	85,827.50
BANKERS TRUST	LOAN PAYOFF	260,998.75
BDH TECHNOLOGY	WEBSITE	1,542.50
BROWN, T	APPL REBATE	100.00
BUCK, A	LESSON REF	195.00
CASEY'S	FUEL/SUPPLY	70.85
CID	MAINT SUPPLY	327.18
CENTRAL STATE BANK	SERVICE	90.00
CITY OF MTOWN	TESTING	232.00
COUNTRY LANDSCAPE	PARK SUPPLY	430.00
CRANE, B	APPL REBATE	200.00
CROP RITE	STREET SUPPLY	185.01
EMSAR	VEHICLE REPAIR	351.00
FIERROS, A.	JANITOR	250.00
FLETCHER REINHARDT	SUPPLY	281.83
FOX ENGINEERING	R/O FINAL	15,800.00
GERADS, N	MTR DEP REFUND	181.15
HACH COMPANY	TEST EQUIP	71.77

HARRISON TRUCK	SWEEPER MAINT	135.23
HAWKINS	SUPPLY	631.79
HD SUPPLY	SUPPLIES	116.39
HOMETOWN FOODS	SUPPLIES	39.98
INTERSTATE BATTERY	SUPPLY	89.80
IA DEPT AG	MOSQ. LICENSE	15.00
IFA	SWR LOAN PMNT	50,155.34
IA DEPT REVENUE	APRIL SALES TAX	5,611.00
IOWA ONE CALL	LOCATES	45.90
IA POLICE CHIEF ASSN	DUES	75.00
IA PRISON INDUSTRIES	SIGNAGE	171.00
IA UTILITY BOARD	ASSESSMENT	206.10
KUNCH, J	APPL REBATE	100.00
JETCO	SERVICE	307.50
JOHN DEERE FINANCIAL	SUPPLIES	297.84
JR LAWN SERVICE	EQUIP RENTAL	120.00
KRIZ DAVIS	ELECTIC SUPPLY	568.83
LATHAM ASSOCIATES	SOLAR SERIVCES	3,835.00
LEDFORD	STUMP REMOVAL	175.00
MTOWN WATERWORKS	TESTING	28.00
MARTIN MARIETTA	ROCK	106.49
MCATEE	VEHICLE REPAIR	69.90
MCMASTER-CARR	ELEC SUPPLU	1,237.57
MENARDS	SUPPLY	512.75
METERING & TECH SOL	SUPPLY	3,661.47
METZGER, A	METER REFUND	83.14
MID-IOWA ENTERPRISE	PUBLICATION	288.79
WALTON WINDOW CLN	SERVICE	50.00
NEW CENTURY FS	FUEL/OIL	1,863.78
NUCARA	AMBL SUPPLY	399.98
PAYROLL 04.21.17	PAYROLL	22,304.22
PAYROLL 05.5.17	PAYROLL	28,273.54
PARTNER COMM.	SERVICE/EQUIP	2,691.29
PETTY CASH REPLENISH	POSTAGE	52.49
RACOM	FIRE/EMS MAINT	16.50
RAINBOW CAR WASH	VEHICLE MAINT	67.00
POSTMASTER	UTILITY BILLING	241.13
RANDY'S PEST CONTROL	SERVICE	185.00
RPGI	PURCHASE PWR	57,390.70
SEI	SECURITY	534.96
STAPLES	SUPPLY	63.52
SCDA	2ND HALF PMNT	21,643.00
STONE SANITATION	SERVICE	264.90
TBS	EQUIP REPAIR	287.00
WIGNALL, T	APPL REBATE	100.00
US CELLULAR	SERVICE	416.92
US POSTAL SERVICE	SUPPLY	1,178.75

WESCO	ELEC SUPPLY	406.60
WEUVE ENTERPRISES	VEHICLE MAINT	38.00
XEROX	MAINTENANCE	<u>73.60</u>
TOTAL		579,486.18

THRU 5.17.17 BY FUND

GENERAL FUND	23412.62
ROAD USE	7,087.39
TIF	21643.00
DEBT SERVICE	346826.25
WATER UTILITY	24772.64
SEWER UTILITY	54692.77
ELECTRIC UTILITY	100447.87
METER DEPOSIT	264.29
STORM WATER UTILITY	<u>339.35</u>
TOTAL	579,486.18

APRIL REVENUE BY FUND

GENERAL FUND	82,822.83
ROAD USE	11,832.24
METER DEPOSITS	840.00
LOST	11,539.88
E'EE BENEFIT	7,862.61
INSURANCE	14,588.25
TIF	57,111.97
DEBT SERVICE	3,873.39
HOUSING REHAB	3.36
E'EE HEALTH	1.74
WATER UTILITY	17,963.02
WATER IMPRV	2,634.19
SEWER UTILITY	17,332.53
SEWER IMPRV	1,718.79
ELECTRIC UTILITY	178,429.29
STORM WATER UTILITY	<u>3,753.40</u>
TOTAL	412,307.49

There being no further business, Riemenschneider moved to adjourn at 8:48 p.m. Wilkinson 2nd; meeting adjourned 5-0.

Harlan Quick, Mayor

Attest:

Lori Bearden, Clerk