

State Center City Council
Regular Meeting Minutes
February 21, 2018

State Center City Council met in regular session on Wednesday, February 21, 2018 in the City Hall Council Room. Mayor Sodders called the meeting to order and asked everyone to rise for the Pledge of Allegiance. Roll Call: Mayor Sodders, Councilors: Bunn, Nichols, Shaffar and Wilkinson. Absent: Darrow. Others Present: Atty. O'Hare, Kristi Yates, Chief Bunn, Nick Frederickson, Jon Harger, Zach Faught, Chris Davis, Emma Pierce, Kyle Schaper and Clerk Bearden.

Motion by Bunn, 2nd by Wilkinson to approve the consent agenda. Motion passes 4-0.

Ms. Pitzen was unable to attend the meeting.

Introduction and motion to adopt Res. 18-37 approving of Gutekunst Library Addition Project Change Order #5 adding a garage electrical circuit and changing porch lights increasing the total contract amount by 2,787.00 to \$1,309,818.50 by Wilkinson. 2nd by Bunn; Res. 18-37 passes 4-0 roll call vote. Nick Frederickson with ISG recapped the 3rd St NW project. There are punch list items to be completed as weather permits and final assessments to be calculated. He will deliver assessment finals to John Danos, bond attorney when complete. He also spoke of the Street Capital Plan draft that had been delivered to State Center approximately a year ago. It was put aside until 3rd St NW reconstruction neared completion and financing future street projects could be reviewed. The public works committee will schedule a meeting in 3-4 weeks when Chair Darrow will be available.

Ordinance 340 Amending Chapter 9 Economic Development subsection 9.01 identifying State Center Development Association property 118 W Main, State Center, Iowa. Motion by Bunn, 2nd by Nichols to call for and approve the first reading of Ordinance 340. Motion passes 4-0 roll call vote. Motion by Nichols, 2nd by Wilkinson to suspend the rule requiring that an ordinance be voted on for passage at two council meetings prior to this meeting with respect to Ordinance 340. Motion passes 4-0 roll call vote. Motion by Bunn, 2nd by Wilkinson to approve final passage of Ordinance 340. Motion passes with 4-0 roll call vote.

Wilkinson introduced and moved to adopt Res. 18-38 encouraging county support of making Emergency Medical Services (EMS) an essential service. Res. 18-38 is adopted 4-0 roll call vote. Bunn, representing the public works committee, reviewed recent committee meeting discussion. At this point the committee believes pursuing the previous reverse osmosis treatment plan is in the best interest of the City. It was pointed out that it should be confirmed that Rural Water would not discontinue our emergency water connection with them should be proceed with a new treatment plant rather than converting to their system. The clerk will draft an engineer qualification request letter. It was recommended by Marty Wymore, Region 6, that an engineer be selected at the March 21st regular meeting to be able to submit a CDBG grant application by Oct.1. There are still some unanswered questions regarding reapplying for the grant and SRF loans before the letters can go out. 3 engineering firms were identified to receive the qualification request letters when ready: Veenstra & Kimm, McClure and IS Group.

J Robinson stated that he is hopeful that remaining items of the solar installation contract will be wrapped up next week. The panels are producing energy for our system.

Bunn shared that the finance committee met to review the FY19 budget draft. After changes lowering the solar operation expense budget and moving the Economic Development department to the General fund the committee is recommending proceeding with the budget as presented with an overall property tax rate of \$13.36. This is up slightly from FY18 which was 13.26. With the recommendation serving as a motion and 2nd; the budget proposal was accepted 4-0. Motion by Wilkinson, 2nd by Shaffar to set the Public Hearing and final adoption of the budget for March 12, 2018 at 6:30 p.m. Motion passes 4-0.

K Yates informed the council that there will be changes to the utility billing online payment service. As soon as there is specific information regarding services and costs this will be relayed to council. Utility bills went out for the first time using Fund Balance.

Other: J Robinson shared that the clerk did not find any written lease agreement with Loren Green so he spoke with him. Loren stated that it was a verbal agreement. Because of liability concerns, the clerk and attorney will draft a written agreement for consideration by both.

Finishing the development of the Figgins Addition was briefly discussed.

The WM Golf Association is requesting a golf committee meeting to discuss roof improvement; a meeting was set for February 28, 6:30 p.m. at City Hall. A personnel committee meeting will follow the golf to finalize a job description and budget for the proposed 3rd position at City Hall.

The clerk informed the council she expects to start a FY18 budget amendment that she would like to file by the end of April rather than waiting until the deadline in May.

CLAIMS APPROVED

02.21.18

1st AYD CORP	SUPPLY/MAINT	323.02
AIR GAS	SUPPLY	382.77
ALEX AIR APPARATUS	EQUIPMENT	805.70
ALLIANT	SERVICE	3,437.88
ARNOLD MOTORS	REPAIR/SUPPLY	388.16
BARCO	SAFETY CLOTHING	687.74
BAUDER CONSULTING	SERVICES	930.00
BEARDEN, L.	NAME PLATES	26.85
BEN'S TIRE	REPAIR/MAINT	31.04
BLUE TARP	SUPPLY	5.40
BORDER STATE ELEC	SAFETY CLOTHING	172.19
BRIAN'S COLLISION	VEHICLE REPAIR	660.74
BROWN SUPPLY	SUPPLY	1,388.77
CARPENTER UNIFORM	PD UNIFORM	111.37
CASEY'S	FUEL	356.01
CENTRAL PRINT	SUPPLY	1,576.98
CSB-VISA	OFFICE SUPPLY	99.99
CBS-VISA	ELEC DISTRIB	26.99
CINTAS	SUPPLY	104.97
CONTINENTAL RESEARCH	ELEC PLANT SPPLY WTR DISTIRB	220.11
CORE & MAIN	SPPLY	92.11
FASTENAL	ELEC PLANT SPPLY	31.47
FIERROS, A.	JANITOR	250.00
HACH	CHEMICALS	740.05
HALVERSON, D.	LED REBATE	40.00
HARRISON TRUCK	VEHICLE REPAIR	603.06
HAWKINS	SUPPLY	5.00
HEIMAN FIRE EQUIP	EQUIPMENT	205.95
HOKEL MACHINE SUPPLY	VEHICLE REPAIR	131.16
HOME RENTAL	SUPPLIES	56.00
HOMETOWN FOODS	SUPPLY	52.66
IAMU	DUES	3,649.00
IA DEPT REV	STATE PROP TAX	2.44
IA DEPT REV	SALES TAX	5,944.00
IOWA ONE CALL	LOCATES	9.00

IOWA UTILITY BOARD	ASSESSMENT	717.28
IA WHOLESALE SUPPLY	BLDG MAINT	111.65
IRBY	ELEC EQUIP	4,848.35
IS GROUP	3RD ST NW SRVC	1,241.04
THEISENS	SUPPLIES	90.50
KEYSTONE	LAGOON TESTING	28.00
KRIZ-DAVIS	ELEC DISTRIB	184.33
MTOWN WATERWORKS	TESTING	28.00
MARSHALLTOWN, CITY	TESTING	202.00
MARTIN MARIETTA	ICE CONTROL	395.69
MCATEE TIRE	VEHICLE REPAIR	129.49
MCMASTER-CARR	ELEC PLANT SPPLY	1,856.42
MENARDS	SUPPLY/MAINT	274.83
MID-IOWA ENTERPRISE	PUBLICATION	12.99
WALTON WINDOW		
CLEAN	SERVICE	50.00
NEW CENTURY FS	FUEL/OIL	9,622.45
PARTNER COMM.	TELECOMMUNICTN	1,043.61
PAYROLL 1.26.18	PAYROLL	23,352.40
PAYROLL 2.9.18	PAYROLL	28,941.41
PETTY CASH	SUPPLY	91.56
PLUMB SUPPLY	SUPPLY	32.77
RAINBOW CAR WASH	VEHICLE REPAIR	58.00
RANDY'S PEST		
CONTROL	SERVICE	160.00
RPGI	PURCHASED PWR	78,660.33
S & W ENTERPRISES	EQUIP REPAIR	99.25
SHERMCO	PLANT TESTING	17,120.00
SKARSHAUG TESTING	SAFETY CLOTHING	461.23
STAPLES	OFFICE SUPPLY	860.08
STONE SANITATION	SERVICE	286.09
STUCKER, D.	FIRE TRAINING	43.75
TRI STATE LOCK	SUPPLY	16.00
TRUCK EQUIP INC	VEHICLE REPAIR	63.33
	ANNUAL	
TYLER TECH	CONTRACT	3,694.70
US CELLULAR	SERVICE	359.12
WALMART	SUPPLY	12.18
WESCO	ELEC DISTRIB	2,777.97
WM SCHOOL	REIMBRS - FUEL	60.00
XEROX	SERVICE	64.39
TOTAL		201,599.77

APPROVED BY FUND

GENERAL FUND	18,849.49
ROAD USE	12,625.88
3RD ST NW CAP PRJ	1,241.04
WATER UTILITY	7,694.70

SEWER UTILITY	4,957.97
ELECTRIC UTILITY	155,691.95
STORM WATER	<u>538.74</u>
TOTAL	201,599.77

JANUARY REVENUE BY FUND

GENERAL FUND	36,598.64
ROAD USE	12,246.53
LOST	12,807.95
E'EE BENEFIT	368.80
TIF	786.14
DEBT SERVICE	1,148.96
WATER UTILITY	14,011.55
WATER IMPRV	1,905.86
SEWER UTILITY	12,334.57
SEWER IMPRV	1,213.42
ELECTRIC UTILITY	178,459.76
STORM WATER UTILITY	<u>2,469.97</u>
TOTAL	274,352.15

There being no further business, Wilkinson moved to adjourn at approximately 7:45 p.m. Bunn 2nd; meeting adjourned 4-0.

Steve Soddors, Mayor

Attest:

Lori Bearden, Clerk