

**REGULAR MEETING  
DECEMBER 18, 2017**

The City Council of the City of Forest City, Iowa, met in regular session on December 18, 2017, at 7:00 p.m. in the Council Chambers of City Hall, Forest City, Iowa.

Mayor Byron Ruitter called the meeting to order at 7:05 p.m. Councilmembers present at roll call were: Davis, Holland, Mikes, West, Zehren (via telecom). ABSENT: Buffington, Wooldridge.

Mayor Ruitter called for the Pledge of Allegiance.

No one spoke under public forum.

Moved by Zehren, seconded by Davis, to approve the following consent agenda items:

- 1) Agenda
- 2) Council Minutes (12/4/17)
- 3) Council Workshop Minutes (12/11/17)
- 4) Board & Committee minutes for the following: Housing Commission (12/4/17), Heritage Park (12/5/17), Safety Committee (12/11/17), Water/Wastewater Committee (12/11/17), Airport Commission (12/12/17), & Park Board (12/11/17)

Motion carried unanimously.

Mayor Byron Ruitter issued the Oath of Office for new Ward III Councilmember Win Pehrson. Win will take office on January 1, 2018.

Mayor Ruitter asked for the adoption of Resolution 17-18-16, which recognizes outgoing Ward III Councilmember Jon West. After discussion, the Council took the following action:

Councilmember Davis introduced the following Resolution and moved its adoption. Councilmember Holland seconded the motion to adopt. The roll was called, and the vote was AYES: Davis, Holland, Mikes, West, Zehren. NAYS: None. ABSENT: Buffington, Wooldridge. Whereupon the Mayor declared the Resolution duly adopted as follows:

Resolution No. 17-18-16, a Resolution found in Resolution Book 17-18. A RESOLUTION RECOGNIZING JON WEST FOR HIS SERVICE AS COUNCILMEMBER OF THE CITY OF FOREST CITY FOR ELEVEN (11) YEARS, FROM JANUARY 2007 THROUGH DECEMBER 2018.

The Mayor and Council discussed the first reading of Ordinance 776, AN ORDINANCE AMENDING THE FOREST CITY CODE OF ORDINANCES BY PROVIDING FOR THE OPERATION OF ASV'S ON CITY STREETS. The change to this ordinance renames the term 'golf carts' to 'Alternative Street Vehicles (ASV'S)', and updates the ordinance accordingly. After discussion, the Council took the following action:

Councilmember Holland introduced Ordinance No. 776 and moved its adoption as amended, with the addition of verbiage allowing driving of ASV's after sunset with appropriately installed brake lights and headlights. Councilmember Mikes seconded the motion to adopt. The roll was called, and the vote was AYES: Davis, Holland, Mikes, West, Zehren. NAYS: None. ABSENT: Buffington, Wooldridge. Whereupon the Mayor declared the motion carried. This represents the first reading of Ordinance No. 776. The second reading of Ordinance No. 776 will be at the January 2, 2018, Council meeting. ORDINANCE NO. 776 IS AN ORDINANCE AMENDING THE FOREST CITY CODE OF ORDINANCES BY PROVIDING FOR THE OPERATION OF ASV'S ON CITY STREETS.

Moved by Mikes, seconded by Holland, to approve the Rural Economic Development Loan Agreement with WCTA in the amount of \$1,000,000. This is a no-interest loan to be repaid with TIF. Motion carried unanimously.

Moved by Davis, seconded by Zehren, to approve the promissory note giving TIF revenue for the Rural Economic Development loan. Motion carried unanimously.

City Attorney Bakke led the discussion regarding the approval of the Kwik Star Development Agreement and reviewed the conditions of the agreement with the Mayor and Council. After discussion, the Council took the following action:

Moved by Holland, seconded by West, to approve the Kwik Star Development agreement. Motion carried unanimously.

City Attorney Bakke led the discussion for setting the date for a Public Hearing on vacating easements at 806 Highway 69 North for Kwik Star. After discussion, the Council took the following action:

Councilmember Davis introduced the following Resolution and moved its adoption. Councilmember Mikes seconded the motion to adopt. The roll was called, and the vote was AYES: Davis, Holland, Mikes, West, Zehren. NAYS: None. ABSENT: Buffington, Wooldridge. Whereupon the Mayor declared the Resolution duly adopted as follows:

Resolution No. 17-18-17, a Resolution found in Resolution Book 17-18. A RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING ON VACATING EASEMENTS AT 806 HIGHWAY 69 NORTH. The hearing is to be held January 2, 2018, in the Council Chambers of City Hall, 305 North Clark Street, Forest City, Iowa, at 7:00 p.m.

Mayor Ruitter asked that it be noted in the minutes of the following personnel matters:

- Step increases to Step 2 (\$21/hr.) for light plant operators Jason Weiss and Jesse Groves, per the union contract
- Lateral transfer from Wastewater Foreman to Water Foreman for Steve Haugen

Councilmember Wooldridge entered the meeting at 7:26 p.m. Councilmember Buffington entered the meeting at 7:28 p.m.

Moved by Mikes, seconded by Davis, to go into closed session, per Iowa Code 21.5(j). A roll call vote was requested, and the vote was AYES: Buffington, Davis, Holland, Mikes, West, Wooldridge, Zehren. NAYS: None. ABSENT: None. Whereupon the Mayor declared the motion carried.

The Council entered closed session at 7:50 p.m.

Moved by Mikes, seconded by Wooldridge, to re-open the Council meeting at 8:27 p.m. Motion carried unanimously.

Moved by Davis, seconded by Zehren, to authorize City Attorney Bakke to proceed with preliminary documents for the issue discussed during the closed session. Motion carried unanimously.

The following invoices were approved for payment:

### **CLAIMS REPORT**

<b>VENDOR</b>	<b>REFERENCE</b>	<b>AMOUNT</b>
ADVANCED SYSTEMS	QUARTERLY CHARGES	102.81
ADVANCED SYSTEMS	LEASE PAYMENT	108.11
AGVANTAGE FS	DIESEL EXHAUST FLUID	173.31
AHLERS & COONEY PC	LEGAL SERVICES	53
AIRGAS	CYLINDER RENTAL	44.65
JUERN AKKERMAN	MILEAGE REIMBURSEMENT	32.64
ARAMARK	LAUNDRY SERVICE	115.39

ATLANTIC BOTTLING COMPANY	CONCESSION SUPPLIES	85.6
AXON ENTERPRISE, INC.	BATTERY PK/DOWNLOAD	234.39
BARB'S STITCHERY	SERVICES	17
BILL'S FAMILY FOODS	PLANT/T NELSON	159.06
BLACK HILLS ENERGY	GAS FOR HEAT	3,558.87
BLACK HILLS ENERGY	GAS FOR HEAT	48.29
CANON FINANCIAL SERVICES	LEASE PAYMENT	148.66
DAN CARLSON	UNIFORM ALLOWANCE	32.09
CE POWER	BREAKERS	13,370.00
CHARTERHOUSE PUBLISHING	TIME SHEET FORMS	112.39
CLAPSADDLE GARBER ASSOCIATES	CONSUL/PROF FEES	2,853.93
COLLECTION SERVICE CENTER	CHILD SUPPORT	254.3
COMPUTER SYSTEMS UNLIMITED	MONITOR/SETUP	651.5
CREATIVE PRODUCT SOURCING	DARE SHIRTS	62.5
DAIRYLAND POWER CO-OP	PURCHASED ENERGY	179,025.28
EDDY'S GLASS & DOOR	WINDOW REPAIR	75.7
EFTPS	FED/FICA TAX	30,304.69
ELECTRONIC ENGINEERING	EQUIPMENT INSTALL	2,800.10
ENCORE ENERGY	UTILITIES	2,778.25
ERNIE WILLIAMS LTD	PARTS	577.35
EXCEL PROMOTIONAL PRODUCTS	UNIFORM PATCHES	386
F C CHAMBER OF COMMERCE	REBATE/B THOMPSON	100
F C CHAMBER OF COMMERCE	HOTEL-MOTEL	10,388.24
F C ECON DEVEL CORP	EMAIL ADDRESSES	1,285.00
F C ECON DEVEL CORP	HOTEL-MOTEL	3,462.74
DEB FARDAL	CHRISTMAS DANCE CHAPARONE	75
FARMER'S CO-OP ASSOC	FUEL	5,301.52
FO PROPERTIES	RENT REIMBURSEMENT/DEC	125
FOREST CITY FORD	PARTS/SERVICE	35.45
FOREST CITY VET CLINIC	CANINE SUPPLIES	90.6
FULL CIRCLE PLOWS	SNOW PLOW PART	407.78
G & H MOTOR PARTS	PARTS	4.69
G & H MOTOR PARTS	PARTS	1,174.02
GRAINGER	HAND DRUM PUMP	158.22
H & S AUTO PARTS	MIG WIRE	36.67
NORMA HERTZER	SERVICES	1,250.00
HOTSY EQUIPMENT	POWERSHINE SOAP	499
HYGIENIC LAB ACCTS RECEIVABLE	TESTING	84.5
I WIRELESS	PHONE SERVICE	187.76
IA ASSN OF MUN UTIL	NCISA	1,447.13
IMMANUEL LUTHERAN CHURCH	MET DEP REFUND/G LABORDE	120.08
INTERSTATE ALL BATTERY CENTER	BATTERIES	23.4
SIMMERING-CORY/IA CODIFICATION	SERVICES	168
IOWA DEPT OF NATURAL RESOURCES	EXAM REGISTRATION/B SCHMIDT	90
IOWA PRISON IND	SIGNS	305.64
JORDAN JEWEL	REF/BB LEAGUE	300
K I O W	THANKSGIVING GARBAGE PICKUP	158.4
DUANE KUHN	BATTERY	36.97
LAKELAND ENGINEERING	RESET TIMER	203.62
LANDFILL OF NORTH IOWA	LANDFILL COSTS	4,747.38
LAW ENFORCEMENT SUPPLY	MITCH'S GUN LOCK	130.99
MANUFACTURER'S BANK	INTEREST PAYMENT	584.38
MANUFACTURER'S INSURANCE AGY	INSURANCE	1,980.27
MASON CITY RECYCLING	RECYCLE CHARGES	3,988.20
MEAD & HUNT	PRESERVATION PLANNING	428.15
MID AMERICAN RESEARCH CHEMICAL	THERMO DRAIN/ICE MELT	203.72
RON MILLER	REFEREE	750
TOM MONTGOMERY	FUEL REIMBURSEMENT	22.61
MOTOROLA SOLUTIONS, INC.	SQUAD CAR RADIO	6,386.60
N I A C O G	TRANSIT TICKETS	2,188.04
N I C A O	REF ENERGY ASST/G LABORDE	240
NEW YORK LIFE	GROUP INS PAYABLE	360.12
NEXT GENERATION	SYSTEM SUPPORT	105.95
NO IA MEDIA GROUP	PUBLISHING	578.34
NORTH IA LUMBER & DESIGN	MISC SUPPLIES	202.41

OFFICE DEPOT	OFFICE SUPPLIES	145.98
OTIS ELEVATOR	SERVICE CALL	576
MIKE PEDERSEN	CHRISTMAS DANCE DJ	350
PRAIRIE ENERGY CO-OP	UTILITIES	103.87
QUILL CORPORATION	OFFICE SUPPLIES	191.25
RHODE ISLAND NOVELTY	SPINNER BALLS	305.52
RIVER CITY COMMUNICATIONS	MONTHLY SECURITY	45
ANDY SINNWELL	DECAL INSTALL	208.65
SIOUX CITY FOUNDRY CO.	PLOW BLADES	2,889.57
SIRCHIE FINGER PRINT LAB	EVIDENCE BAGS	106.15
STREICHER'S	UNIFORM ITEMS	279.97
TASC	FLEX PRE-TAX	858.22
TEAM SERVICES, INC.	ENGINEERING SERVICES	499.6
THEISS SHIRTS, INC	CLOTHING	358.1
TRANS IOWA EQUIPMENT	ROD-NOZZLES	34.79
DICK TRIMBLE	AIRPORT MANAGER SALARY	3,451.83
U S POST OFFICE	PO BOX RENEWAL FEE	52
U.S. BANK	CREDIT CARD CHARGES	620.31
UMMEG	STS COSTS	16,352.94
UMMEG-RUGBY	RUGBY FARM	30,619.55
VERIZON	PHONE SERVICE	594.59
AMY VRIEZE	DRILL/STRING TRIMMER	64.19
WCTA	SERVICES	1,593.03
WI SCTF	CHILD SUPPORT	168.97
TOTAL ACCOUNTS PAYABLE		349,052.53
PAYROLL CHECKS		75,553.25
**** PAID TOTAL ****		424,605.78
**** REPORT TOTAL ****		424,605.78

**FUND RECAP:**

<b>FUND DESCRIPTION</b>	<b>CLAIMS</b>
GENERAL FUND	94,447.61
ROAD USE	12,803.81
HOTEL/MOTEL FUND	13,850.98
LOW/MOD INCOME	125.00
DEBT SERVICE	584.38
WATER	20,625.25
SEWER	13,424.83
ELECTRIC	268,105.89
STORM WATER	638.03
TOTALS	<u>424,605.78</u>

Moved by Wooldridge, seconded by Zehren, to adjourn the meeting at 8:28 p.m. Motion carried unanimously.

ATTEST:

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Barbara Smith, City Administrator/Clerk

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Byron Ruitter, Mayor