

**REGULAR MEETING
JANUARY 15, 2018**

The City Council of the City of Forest City, Iowa, met in regular session on January 15, 2018, at 7:00 p.m. in the Council Chambers of City Hall, Forest City, Iowa.

Mayor Byron Ruitter called the meeting to order at 7:00 p.m. Councilmembers present at roll call were: Wooldridge, Holland, Mikes, Pehrson, Buffington, Zehren (via telecom) & Davis (via telecom). ABSENT: none. Mayor Ruitter called for the Pledge of Allegiance and a moment of silence in Honor of Martin Luther King, JR.

Brian Current spoke under the public forum. He was concerned that after one of his resident's vehicles were towed due to the snow ordinance that it took multiple phone calls for the tenant to find where their car had been towed. Mayor Ruitter explained that there was a break down in communications and this will not happen in the future.

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

- 1) Agenda
- 2) Council Minutes (1/2/18)
- 3) Board & Committee minutes for the following: Heritage Park (1/3/18), Park Board (1/8/18), Airport Commission (1/9/18), and Housing commission (1/2/18)
- 4) A list of invoices
- 5) Liquor License for Wild Prairie Primitives & Antiques

Motion carried unanimously.

Larry Pump discussed the City's annual audit. He stated the City's receipts for FY 2017 were \$12,669,893 and disbursements were \$13,502,359.

Mayor Ruitter asked for a motion to approve the audit report.

Motion by Mikes; seconded by Wooldridge to approve the FY17 audit report and to have said report submitted to the Auditor of State. Motion carried unanimously.

Stephan Sheehan addressed the council about his concerns with the new parking ordinance. He has three tenants that have expressed concerns about the new program. After much discussion, the Council stated that they would take his concerns under advisement and let the Downtown Task Force know his concerns.

Moved by Pehrson, seconded by Buffington, to approve Resolution 17-18-21, a Resolution appointing Andrew Buffington to a five (5) year term on the Airport Zoning Board ending December 31, 2022; Eric Hertzler to a seven (7) year term on the Airport Commission ending January 1, 2024; Kevin Mason to a three (3) year term on the Historic Preservation Board ending December 231, 2020; and Kay Sorensen to fulfill Win Pehrson's position on the Board of Adjustment that will expire on July 1, 2019.

Rollcall vote: ayes all; motion carried.

Moved by Zehren, seconded by Wooldridge, to approve Resolution 17-18-22, a Resolution accepting the Rehabilitation Runway Project at the airport. Rollcall vote: ayes all; motion carried.

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

- Longevity increase for Valerie Monson to \$21.84
- A promotion for Brandon Schmidt to Wastewater Foreman and a pay increase to \$26.29
- A promotion for Joseph Langfald to Street/Sanitation Floater and a pay increase to \$21.86

During City Staff reports, Smith stated that she would like to set up a Budget Workshop for January 29, 2017 at 6 pm. An e-mail will be sent to remind everyone of the date.

Moved by Zehren, seconded by Buffington, 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 7:52 p.m.

Moved by Mikes, seconded by Wooldridge, to re-open the Council meeting at 8:18 p.m. Motion carried unanimously.

During the closed session a report about the progress of the project and a slight language change was made in the agreement.

The following invoices were approved for payment:

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT	CHECK #
ABM EQUIPMENT	VACUUM BREAKER/TRUCK #123	75.71	93777
ADVANCED SYSTEMS	MAINTENANCE	91.28	93758
ADVANCED SYSTEMS	COPIER PAYMENT	80.25	93728
AFSCME - IOWA COUNCIL 61	UNION DUES	230.5	93703
AHLERS & COONEY PC	LEGAL SERVICES	265	93734
AIRGAS	CYLINDER RENTAL	47.74	93736
ARAMARK	LAUNDRY SERVICE	115.39	93712
STEVEN BAKKE	CONSUL/PROF FEES	6,420.44	93735
BAKKE TRUST ACCOUNT	EARNEST MONEY	1,000.00	93690
BARB'S STITCHERY	PATCHES ON SHIRTS	10	93769
	CITY HALL HOLIDAY OPEN		
BILL'S FAMILY FOODS	HOUSE	133.04	93737
BLACK HILLS ENERGY	GAS FOR HEAT	3,023.01	93692
BLACK HILLS ENERGY	GAS FOR HEAT	1,577.59	93715
BLACKHAWK SPRINKLERS	ANNUAL BACKFLOW TESTING	307	93757
BOMGAARS SUPPLY	MISC SUPPLIES	118.13	93717
BOMGAARS SUPPLY	MISC SUPPLIES	86.97	93784
BROWN SUPPLY	BOLT DOWN PLATES	140	93739
C & D OIL SERVICES	FILTERS	40	93763
	WEEKLY WEBSITE REPORT		
RICHARD CALDWELL	UPDATE	300	93753
CANON FINANCIAL SERVICES	LEASE PAYMENT	148.66	93771
DAN CARLSON	UNIFORM ALLOWANCE	182.97	93770
CINTAS FIRST AID	MISC SUPPLIES	58.85	93738
CITY OF FOREST CITY	PROJ SHARE/JUVELAND	100	93729
CLAPSADDLE GARBER ASSOCIATES	CONSUL/PROF FEES	6,665.16	93732
COLLECTION SERVICE CENTER	CHILD SUPPORT	254.3	17052267
DAIRYLAND POWER CO-OP	PURCHASED ENERGY	184,951.39	93705
DES MOINES STAMP MFG	DATE STAMPER	71	93741
EFTPS	FED/FICA TAX	26,285.83	17052269
ELECTRONIC ENGINEERING	6 NEW PAGERS	2,636.00	93781

EMC INSURANCE	WORK COMP DEDUCTIBLES	421.5	93706
ENCORE ENERGY	NAT GAS BOILER	2,861.55	93694
ERNIE WILLIAMS LTD	JOHN DEERE 1420 REPAIR	995.78	93724
F C AMBULANCE	NOVEMBER CLEANING	87.5	93783
FARM & CITY INSURANCE	11/22/17 DEL '08 INTL, ADD '18	252	93743
FARMER'S CO-OP ASSOC	FUEL	5,816.16	93707
FARMER'S CO-OP ASSOC	FUEL	26.49	93782
FIRE RESCUE SPECIALTY	PARTS	280	93778
FOREST CITY AUTO	BATTERIES/ASTRO VAN	309.9	93733
FOREST CITY ROTARY CLUB	MEMBER DUES/B SMMITH	128	93780
G & H MOTOR PARTS	PARTS	803.47	93746
GLOBE GAZETTE	SUBSCRIPTION	45	93709
GREEN CANOPY	KYBO RENTAL	562.5	93725
H & S AUTO PARTS	PARTS	139.76	93785
HERMEL WHOLESAL	WATER	16.21	93755
NORMA HERTZER	SERVICES	1,250.00	93691
HYGIENIC LAB ACCTS RECEIVABLE	TESTING	84.5	93752
I WIRELESS	PHONE SERVICE	189.99	93718
INTERSTATE MOTOR TRUCKS	PARTS	15.59	93740
IPRA	MEMBERSHIP/S EDMONDSON	330	93720
K I O W	ADVERTISING	175	93710
K I O W	HOLIDAY GARBAGE PICKUP	255.2	93748
KNAPPER OIL CO	FUEL	21.95	93711
LANDFILL OF NORTH IOWA	LANDFILL COSTS	4,506.15	93764
LARRY ELWOOD CONSTRUCTION	SNOW PLOW PARTS	81.59	93767
LAW ENFORCEMENT TARGETS, INC	RANGE TRAINING TARGETS 2018 ANNUAL MEMBERSHIP	204.13	93779
M O C I C	FEES	100	93760
N I C A O	REF ASST PAYMENT/J BAILEY JR	38.72	93695
NELSON PLUMBING & HEAT	STAGE HEAT/CIVIC AUD	129.68	93756
NEW YORK LIFE	GROUP INS PAYABLE	360.12	93713
NO IA MEDIA GROUP	ADVERTISING	184	93716
NO IA MEDIA GROUP	PUBLISHING/ADVERTISING	761.66	93751
NORTH CENTRAL LABS	CHEMICALS/SUPPLIES	206.94	93765
NORTH IA LUMBER & DESIGN	MISC SUPPLIES	521.76	93772
OFFICE DEPOT	OFFICE SUPPLIES	299.37	93723
OFFICE DEPOT	TONER	272.97	93761
GLEN PANNKUK	STUMP REMOVAL	120	93774
PRAIRIE ENERGY CO-OP	UTILITIES	140.9	93708
PRESTO-X	SERVICES	41	93722
QUILL CORPORATION	OFFICE SUPPLIES	468.96	93754
RIVER CITY COMMUNICATIONS	MONTHLY SECURITY	45	93776
SCHNEBLY'S 66	PARTS/SERVICE	81.79	93750
SCOTT MERRIMAN INC	TRAFFIC TICKETS	510.5	93762
SHOPKO STORES OPERATING CO		71.89	93714
SHOPKO STORES OPERATING CO	MISC SUPPLIES	54.46	93749
STREICHER'S	BATTERIES	37.78	93773

TASC	FLEX PRE-TAX	831.11	17052268
THEISS SHIRTS, INC	SHIRTS	190	93719
DICK TRIMBLE	AIRPORT MANAGER SALARY	3,513.13	93731
U.S. BANK	CREDIT CARD CHARGES	1,221.52	93775
UMMEG	STS COSTS	16,616.65	93727
UMMEG-RUGBY	RUGBY FARM	21,847.07	93726
VALIC	DEF COMP- 457	950	93704
VANDER HAAGS	USED AIR RIDE SEAT	250	93759
VERIZON	PHONE SERVICE	1,342.61	93721
WADE THOMPSON TRUCK & REPAIR	PARTS/SERVICE	3,909.80	93768
WCTA	SERVICES	1,594.22	93693
WESTOWN PLACE, LLC	JAN/RENT REIMBURSEMENT	237.5	93689
WHEELER WORLD	REBUILDS/PARTS/SERVICE	17,526.75	93766
WI SCTF	CHILD SUPPORT	168.97	93702
WINN CO CONSERVATION BOARD	HANSON TRAIL CRACK REPAIR	1,190.00	93730
ZIEGLER, INC.	PARTS	103.37	93747
TOTAL ACCOUNTS PAYABLE		331,216.33	
PAYROLL CHECKS		66,499.06	
**** PAID TOTAL ****		397,715.39	
***** REPORT TOTAL *****		397,715.39	

Moved by Wooldridge, seconded by Zehren, to adjourn the meeting at 8:20 p.m. Motion carried unanimously.

ATTEST:

Barbara Smith, City Administrator/Clerk

Byron Ruitter, Mayor