

## REGULAR MEETING

March 5, 2018

The City Council of the City of Forest City, Iowa, met in regular session on February 19, 2018, at 7:00 p.m. in the lower level of the Police Station, 525 N 4<sup>th</sup> Street, 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, Buffington and Pehrson. Zehren and Davis attended via telecom.

Mayor Ruitter opened the public hearing for the Fiscal Year 2019 Budget at 7:01pm. There being no written or oral objections, Mayor Ruitter closed the public hearing at 7:02 pm. The public hearing for the Street Sweeper Financing was opened at 7:02 pm. There being no written or oral objections, Mayor Ruitter closed the public hearing at 7:03 pm. The Mayor then opened the public hearing on granting an Easement to Verizon for a Communications Tower located at 531 John K. Hanson Drive at 7:03 pm. There were no oral or written objections. Mayor Ruitter then closed the public hearing at 7:05 pm.

Norma Hertzler of Grow Forest City briefed the Council on the first Community Visioning meeting held on February 26. The project will take approximately 8 months to complete.

Smith noted a correction to the March 21, 2018 special council meeting minutes. The minutes state that a public hearing on the Prairie View Drainage Improvement Project will be held on March 5, 2018. The correct date for the public hearing is April 2, 2018. Wooldridge motioned to approve the consent agenda with the change noted; seconded by Buffington. Ayes all; motion carried.

Jason Conn with the Iowa Department of Natural Resources joined the meeting via telephone to answer any questions the Council Members may have in reference to the new flood plain maps and the new flood plain ordinance. After all questions were asked and answered; Zehren motioned to approve the second reading of Ordinance 779-Flood Plain Regulations seconded by Holland. Roll call vote was taken: ayes all; motion carried. The new Flood Plain Regulations will take effect once the ordinance has been published in the newspaper.

Buffington motioned to waive the rules for the Ordinance; seconded by Davis. Roll call vote: ayes all; motion carried.

Mikes motioned to approve the final reading of Ordinance 779; seconded by Wooldridge. Roll call vote was taken: Ayes all; motion carried.

Mikes motioned to approve Resolution 17-18-29, approving the Fiscal Year 2019 budget; seconded by Wooldridge. Roll call vote: Ayes all; motion carried.

Wooldridge motioned to approve the second reading of Ordinance 778-Electric Rates; seconded by Holland. Roll call vote: ayes all; motion carried.

Buffington then motioned to approve Resolution 17-18-30, authorizing a bid letting and setting the date for bid opening for the Electric Upgrades, Phase 1A; seconded by Zehren. Roll call vote: Ayes all; motion carried.

Zehren motioned to donate the remaining fixtures at the old Casey's building to Heritage Park; seconded by Buffington. Ayes all; motion carried.

Smith led the discussion on the new LMI program for low income homeowners. This program will be a grant program for low income owner occupied homes. This program will require a match up to \$1,000 to be used for home repairs. For this program, low income is considered less than 30% of the county median income. Buffington motioned, seconded by Mikes to approve the program. Ayes all; motion carried.

Smith also lead the discussion of a loan program for mobile/manufactured homes. This program will allow a \$5,000 loan at 0% interest to be repaid over 10 years to aid in the purchase of a new manufactured owner-occupied home. Holland motioned to approve the program, seconded by Pehrson. Ayes all; motion carried.

It was noted in the minutes that Levi Leckrone will receive a pay increase to Step 3 (\$27.2039) per the union contract.

Zehren motioned to approve Resolution 17-18-31, approving the easement for the Verizon communication tower located at 531 John K. Hanson Drive; seconded by Wooldridge. Roll call vote: ayes all; motion carried.

The new structure of the Police Department was discussed. Incoming Chief Montgomery would like to change the department from a Chief and Assistant Chief structure to a department with a Chief and two Lieutenants. Davis motioned to approve the change in structure, seconded by Buffington. Ayes all; motion carried. Smith then lead the discussion of the Police Chief salary. She had completed a wage survey of other Police Chiefs. Mikes motioned to increase the Police Chief salary to \$70,000 beginning July 1, seconded by Wooldridge. Ayes: Buffington, Davis, Holland, Mikes, Pehrson, Wooldridge. Nay – Zehren.

Wooldridge motion to go into closed session at 8:17 pm seconded by Davis. Roll call vote: ayes all; motion carried.

The council returned to open session at 8:26 pm with no action to report.

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ADVANCED DOOR SYSTEMS	DOOR LABOR	144.00
ADVANCED SYSTEMS	MAINTENANCE	135.76
AFSCME - IOWA COUNCIL 61	UNION DUES	230.50
AMAZON.COM	BOOKS	470.52
AMERICAN FAMILY LIFE	GROUP INS PAYABLE	1,748.81
AMERICAN LEGION	US FLAG	40.00
BAKER & TAYLOR COMPANY	BOOKS	1,203.38
BALZER	VALVE SEAL KIT	68.06
BLACK HILLS ENERGY	GAS FOR HEAT	4,629.41
BLUE CROSS-BLUE SHIELD	GROUP INS PAYABLE	2,460.75
BOMGAARS SUPPLY	MISC SUPPLIES	684.58
CE POWER	BREAKERS	6,970.00
CENTRAL IA DISTRIBUTING	TOWELS	260.00
CITY OF FOREST CITY	OVERPAY/A RUNNEBERG	7.18
COLLECTION SERVICE CENTER	CHILD SUPPORT	254.30
CONSUMER REPORTS	SUBSCRIPTION	29.00
CHRISTA COSGRIFF	REIMBURSEMENT	5.34
CREATIVE PRODUCT SOURCING	DARE SHIRTS	48.00
CRESCENT ELECTRIC	ELECTRICAL SUPPLIES	29.70
D & D SALES	INITIAL ISSUE/M HAUGEN	458.00
DEMCO	OFFICE SUPPLIES	466.93
DGR ENGINEERING	PHASE 1A DISTRIB IMPRV	9,241.20
EDDY'S GLASS & DOOR	KEYS/SERVICE CALL	64.00

EFTPS	FED/FICA TAX	20,569.48
F C EMPLOYEE ASSN	FLOWER FUND	39.92
F C MUN UTILITIES	UTILITIES	16,653.93
F C COMMUNITY SCHOOLS	18MHGAX448	121,746.27
FLETCHER-REINHARDT	ELECTRICAL SUPPLIES	408.32
G C DISTRIBUTING	BAGS	4,526.28
GOOD HOUSEKEEPING	SUBSCRIPTION	37.42
H & S AUTO PARTS	MISC SUPPLIES	15.91
HAWKINS INC	CHEMICALS	1,916.03
HERMEL WHOLESALE	HOT/COLD WATER COOLER	163.97
NORMA HERTZER	SERVICES	1,250.00
HMR SUPPLIES	STEEL PLATE	21.40
	ELEC DUES/RESEARCH	
IA ASSN OF MUN UTIL	ASSESSMENT	7,295.00
IOWA LIBRARY ASSOC	REGISTRATION/C COSGRIFF	50.00
IOWA ONE CALL	SERVICES	4.60
IOWA PRISON IND	PARKING SIGNS	1,690.00
J.D. POWER	SUBSCRIPTION RENEWAL	125.00
	FOOD	
DOUG JENSON	REIMBURSEMENT/INTERVIEWS	43.64
JOSH EARLL	BB LEAGUE OFFICIAL	85.00
LINCOLN NATIONAL LIFE INS CO	GROUP INS PAYABLE	2,009.92
MERCY CLINICS	PRE-EMPLOYMENT PHY	252.00
METLIFE - GROUP BENEFITS	GROUP INS PAYABLE	270.15
MID AM RESEARCH CHEMICAL	GLASS CLEANER	97.01
MOVIE LICENSING USA	COMPLIANCE SITE LICENSE	231.00
N I A C O G	MONTHLY TRANSIT TICKETS	2,334.31
NO IA MEDIA GROUP	ADV/LEGAL PUBLICATIONS	490.32
NORTH CENTRAL SALES & SERVICE	TOWING/WUBBEN'S CHARGER	80.00
PETTY CASH	REIMBURSE PETTY CASH	40.10
PRINTING SERVICES INC	OFFICE SUPPLIES	245.12
QUILL CORPORATION	OFFICE SUPPLIES	287.11
QUILL CORPORATION	OFFICE SUPPLIES	112.06
RIVER CITY COMMUNICATIONS	MONTHLY SECURITY	25.00
ROBERT SNITZER	REIMBURSE/OFFICE SUPPLIES	51.81
TASC	FLEX PRE-TAX	792.65
TEREX SERVICES	HYDROLIC FILTERS	262.83
TEST AMERICA LABORATORIES	TESTING	777.00
TRAVIS BECK	FINALED UTILITY ACCOUNT	89.33
TREAS, ST OF IOWA	STATE TAXES	7,669.00
U P S	UPS CHARGES	53.40
UMMEG	ANNUAL MEMBERSHIP DUES	500.00
VALIC	DEF COMP- 457	925.00
VEENSTRA & KIMM	PRAIRIE VIEW DRAINAGE PROJ	6,300.00
WESTOWN PLACE, LLC	RENT REIM/TENANT #7	237.50
WESTOWN PLACE, LLC	FEBRUARY-TENANT #5	1,675.00
WESTRUM LEAK DETECTION	LOCATE WATER LEAK/N 4TH ST	650.00
WI SCTF	CHILD SUPPORT	168.97

Y M C A	YMCA	352.00
TOTAL ACCOUNTS PAYABLE		233,270.18
PAYROLL CHECKS		64,616.71
**** PAID TOTAL ****		297,886.89
***** REPORT TOTAL *****		297,886.89

Moved by Mikes, seconded by Wooldridge, to adjourn the meeting at 8:27 p.m. Motion carried unanimously.

ATTEST:

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Barbara Smith, City Administrator/Clerk

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Byron Ruiter, Mayor