

REGULAR MEETING
June 18, 2018

The City Council of the City of Forest City, Iowa, met in regular session on June 18, 2018, at 7:00 p.m. in the Council Chambers of City Hall, 305 North Clark Street, Forest City, Iowa.

Mayor Byron Ruitter called the meeting to order at 7:00 p.m. and led with the Pledge of Allegiance. Councilmembers present at roll call were: Buffington, Davis, Holland, Mikes, Wooldridge, Zehren. Absent: Pehrson.

Mayor Ruitter announced that this was the time and the place for a Public Hearing on Phase 1A of the 2018 Electric Meter Cutover Project. Per Electric Department Manager Duane Kuhn, this project involves 50 homes. Since there were no written objections filed, nor were there any oral objectors present at the meeting, the Mayor declared the Hearing to be closed at 7:02 p.m.

No one spoke under public forum.

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

1. Agenda (6/18/18), with removal of Item 17 (closed session)
2. Council Minutes (6/04/18)
3. Board & Committee Minutes, as follows: Heritage Park (6/5/18), Oakland Municipal Cemetery (6/6/18), & Park Board (6/11/18)
4. List of Claims
5. Approval to purchase 3 Varidesks & 4 monitor arms (\$1,579.50 – budgeted item)
6. Cigarette Permits for: Sid's, North Casey's, South Casey's, Goldy's, Uptown Liquor, Bill's Family Foods, Dollar General, VIP Lounge
7. Class E Liquor License for Sid's Gas & Groceries

Motion carried, with Wooldridge abstaining from the vote.

Drew Sweers of Veenstra & Kimm was present at the meeting and asked the Council to approve Pay Request No. 2 in the amount of \$39,696.27 for the 2018 Prairie View Storm Water Project. This is a partial pay request that includes everything except restoration in the culvert and final grading. Moved by Zehren, seconded by Holland, to approve Pay Request No. 2 in the amount of \$39,696.27 to Veenstra & Kimm for the 2018 Prairie View Storm Water Project. Motion carried unanimously.

Electric Department Manager Duane Kuhn asked the Council to pass Resolution 17-18-64, A RESOLUTION MAKING AWARD OF A CONTRACT FOR THE ELECTRIC METER CUTOVER – PHASE 1A PROJECT FOR FOREST CITY, IOWA. DGR recommended the low bid of Linahon Electric, Mason City, Iowa, in the amount of \$35,000.20 for this project. Councilmember Wooldridge introduced Resolution 17-18-64 and moved its adoption, and Councilmember Mikes seconded the motion to adopt. Roll call vote – all ayes. The Mayor declared Resolution 17-18-64 duly adopted.

Ryan Surber of Keltek was present at the meeting to discuss a contract for Police Department computers in the amount of \$17,689.08 per year for a period of 5 years, which is a budgeted item. Per Surber, standardizing the department all at once would be best for training and implementation. Keltek provides an excellent warranty and IT support. Moved by Wooldridge, seconded by Davis, to approve the Keltek contract in the amount of \$17,689.08 for Police Department computers. Motion carried unanimously.

Hannah Niederkofler was present at the meeting to ask the Council to change the Dangerous & Vicious Animal Ordinance to allow pit bulls in Forest City. Per Hannah, the pit bull is a very strong and protective animal, but it is also one of the top dogs listed on the family dog list. Given the right environment and training, they make an excellent family pet. She presented a letter from former Police Chief Doug Jenson in support of modernizing this ordinance. Hannah wishes to adopt a dog from the Humane Society. City Administrator/Clerk Barbara Smith will contact other cities to see if their ordinances are breed specific or just prohibit vicious animals. This item will be sent to the Safety Committee for review, and Hannah will be invited to attend these meetings. Mayor Ruiter commended Hannah for her excellent research and presentation. Moved by Wooldridge, seconded by Davis, to send this issue to the Safety Committee for their recommendation. Motion carried unanimously.

Kathy Rollefson of the Forest City Chamber of Commerce asked the Council's approval to close Clark Street from the School Street Alley to the Clark Lane Alley for Fridays in the Forest, which will be held June 22nd, August 17th, and September 7th. Moved by Zehren, seconded by Wooldridge, to approve closing Clark Street as requested for Fridays in the Forest. Motion carried unanimously.

City Administrator/Clerk Barbara Smith asked the Council to pass Resolution 17-18-65, A RESOLUTION ESTABLISHING NEW BASE SALARIES AND BENEFITS FOR CITY EMPLOYEES. Councilmember Mikes introduced Resolution 17-18-65 and moved its adoption. Councilmember Buffington seconded the motion to adopt. Roll call vote – all ayes. The Mayor declared Resolution 17-18-65 duly adopted.

Electric Department Manager Duane Kuhn asked the Council to approve the City's annual Shared Transmission Service (STS) fee to Dairyland Power Coop. Moved by Wooldridge, seconded by Holland to approve the STS payment to Dairyland Power Coop. Motion carried unanimously.

City Administrator/Clerk Barbara Smith asked the Council to pass Resolution 17-18-66, A RESOLUTION APPROVING THE AGREEMENT FOR ASSISTING WITH THE EDUCATION OF SPENCER ARMSTRONG AS A PARAMEDIC FOR THE CITY OF FOREST CITY. Per Barb, Spencer has registered for class at a \$450 registration fee. Our share of this agreement is one third or up to \$7,000 max, and the Ambulance Service and Council have agreed to also pay one third each. Councilmember Zehren introduced Resolution 17-18-66 and moved its adoption, and Councilmember Davis seconded the motion to adopt. This contract is contingent upon Spencer Armstrong's signature on the contract. Roll call vote – all ayes. The Mayor declared Resolution 17-18-66 duly adopted.

The Mayor and Council discussed amending the Code of Ordinances of the City of Forest City by adding regulations for building apartments within the Fire Zone. City Attorney Bakke suggested adding verbiage that, if the unit is not currently considered a dwelling unit, it will be considered new construction. City Administrator/Clerk Barbara Smith advised a sprinkler system will be required if deemed as new construction. Sprinklers in new construction would be required on the second floor. If an apartment doesn't pass inspection, the owner will be given an order to make necessary repairs. Moved by Holland, seconded by Zehren, to change the wording of Ordinance No. 782. Motion carried unanimously.

City Attorney Bakke asked the Council to pass Resolution 17-18-67, A RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING ON AMENDING ZONING CHAPTER 165 OF THE CODE OF ORDINANCES, FOREST CITY, IOWA, TO ADD AN ADDITIONAL SECTION REGULATING THE CONSTRUCTION OF APARTMENTS IN THE FIRE DISTRICT ZONE. Councilmember Wooldridge introduced Resolution 17-18-67 and moved its adoption, and Councilmember Davis seconded the motion to adopt. Roll call vote – all ayes. Motion

carried unanimously. The Mayor declared Resolution 17-18-67 duly adopted. The hearing will be held July 16, 2018, at 7:00 p.m. in the Council Chambers of City Hall, 305 North Clark Street, Forest City, Iowa.

The following invoices were approved for payment:

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
GLEND A KEOUGH	PMT REFUND/SENT BY MISTAKE	170.37
A & P FOOD SERVICE	POOL CONCESSIONS	321.06
A 1 MARKING PRODUCTS	OFFICE SUPPLIES	60.95
ABSOLUTE WASTE REMOVAL	ROLL OFF/LANDFILL FEES-SCOUTS	935.76
ADVANCED SYSTEMS	COPIER PAYMENT	106.91
AHLERS & COONEY PC	CONSUL/PROF FEES	1,452.00
AIR CARE INC.	LABOR - OLD CASEY'S	139.10
AIRGAS	CYLINDER RENTAL	47.74
ALBERT LEA SEED HOUSE	GRASS SEED	58.75
AMERICAN LEGION	FLAG	40.00
ARAMARK	LAUNDRY SERVICE	138.47
ATLANTIC BOTTLING COMPANY	POOL CONCESSIONS	764.26
B & B TRANSFORMER	TRANSFORMER	8,819.00
BANKER'S TRUST	PRINCIPAL/INT/REG FEES	216,767.50
BANKER'S TRUST	PRINCIPAL/INT/REG FEES	321,850.00
BANKER'S TRUST	PRINCIPAL/INT/REG FEES	136,005.00
BANKER'S TRUST	PRINCIPAL/INT/REG FEES	128,133.75
BANKER'S TRUST	PRINCIPAL/INT/REG FEES	244,178.75
BANKER'S TRUST	PRINCIPAL/INT/REG FEES	111,935.00
BILL'S FAMILY FOODS	MISC SUPPLIES	1,361.82
BLACK HILLS ENERGY	GAS FOR HEAT	2,513.75
BOMGAARS SUPPLY	MISC SUPPLIES	310.23
BOMGAARS SUPPLY	MISC SUPPLIES	39.92
BORDER STATES ELECTRIC	125 AMP FUSES	1,749.45
BRIAN CURRENT	RENT REIMBURSE/TENANT #11	237.50
CANON FINANCIAL SERVICES	LEASE PAYMENT	148.66
CE POWER	REBUILD BREAKER	6,970.00
CITY OF FOREST CITY	RECONNECT/NESTOR JIMENEZ	50.00
CITY OF FOREST CITY	SPECIAL PICKUP	7.18
CLAPSADDLE GARBER ASSOCIATES	RUNWAY 15/33 LIGHTING PROJ	3,949.80
COLLECTION SERVICE CENTER	CHILD SUPPORT	254.30
COMPUTER SYSTEMS UNLIMITED	COMPUTER SERVICE	275.00
CRAIGS AUTO REPAIR	PARTS/SERVICE	30.69
D & D SALES	SMITH/MONSON/MONSEN	148.94
DAIRYLAND POWER CO-OP	PURCHASED ENERGY	192,557.88
DECKER'S SPORTING GOODS	YOUTH REC	151.96
DIAMOND VOGEL	STAIN	103.76
EAGLE ENGRAVING, INC.	ID TAGS	11.40
EFTPS	FED/FICA TAX	24,934.67
ELECTRONIC ENGINEERING	SWEEPER TRUCK RADIO INSTALL	441.77
ELSMORE SWIM SHOP	SWIM SUPPLIES	664.00
F C AMBULANCE	CLEANING	50.00
F C CHAMBER OF COMMERCE	HOTEL-MOTEL	5,568.78
F C CHAMBER OF COMMERCE	REBATE/D JOHNSON	100.00
F C ECON DEVEL CORP	HOTEL-MOTEL	1,856.26
FARMER'S CO-OP ASSOC	FUEL	8,787.84
FLETCHER-REINHARDT	ELECTRICAL SUPPLIES	671.96
FOREST CITY FOODS	TREE TOWN/FLIGHT BREAKFAST	345.50

FOREST CITY FORD	OIL CHANGE	35.45
FOREST CITY HOMES	RENT REIMBURSE/TENANT #13	137.50
G & H MOTOR PARTS	PARTS	84.13
G & H MOTOR PARTS	PARTS	260.37
GALL'S	SHIRTS	1,809.54
GRAINGER	BATTERY	196.20
GROVES CONTRACTING	1225 PLEASANT ST CURB/GUTTER	9,504.50
H & S AUTO PARTS	TAPE	17.98
HARRISON TRUCK CENTERS	PARTS/SERVICE	176.84
HAWKINS INC	CHEMICALS	5,672.51
HODGES BADGE CO	BADGES	1,827.36
HOLLAND CONTRACTING	TIRE/REPAIR	405.00
HYGIENIC LAB ACCTS RECEIVABLE	TESTING	13.00
HYGIENIC LAB ACCTS RECEIVABLE	TESTING	282.00
I WIRELESS	PHONE SERVICE	185.34
IA ASSN OF MUN UTIL	NCISA	1,447.13
IA DEPT OF AGRICULTURE	TEST FEE/B COPPES	15.00
IA STATE UNIVERSITY	PATCHES/BARS	92.00
IOWA CITY-COUNTY MANAGEMENT	IA CMA MEMBERSHIP/B SMITH	150.00
IOWA DEPT OF NATURAL RESOURCES	EXAM FEE/T THOMPSON	60.00
IOWA FINANCE AUTHORITY	INTEREST PAYMENT	1,875.00
IOWA LEAGUE OF CITIES	2018/19 MEMBER DUES	2,317.00
IOWA ONE CALL	SERVICES	88.60
IRBY	MULTI METER	522.83
JOHNSON CONTROLS FIRE PROTECT	ALARM SYSTEM MONITORING	400.00
K I O W	LIVE IN FOREST CITY AD	1,448.45
K.C. NIELSEN, LTD.	MOWER PARTS	143.29
K.C. NIELSEN, LTD.	PARTS	82.60
KAISER AUTO REPAIR	PARTS/SERVICE	49.27
KELTEK INC.	MISC PARTS	121.25
KIEFER SWIM PRODUCTS	POOL SUPPLIES	156.78
KNAPPER OIL CO	FUEL	439.83
LAHARV CONST	4TH, CENTRAL, J ST PATCHES	2,752.44
LANDFILL OF NORTH IOWA	LANDFILL CHARGES	6,522.20
LARSON CONTRACTING CENTRAL	PRAIRIE VIEW DRAINAGE PROJ	39,696.27
LINCOLN AQUATICS	POOL SUPPLIES	94.55
MACQUEEN EMERGENCY GROUP	AIR PRESSURE SWITCH SERVICE	335.68
MATT PARROTT & SONS	LASER UTILITY BILLS	1,415.13
MENARDS	LUMBER	268.96
MENARDS	WIRE	104.31
METERING & TECHNOLOGY SOLUTION	METERS/PARTS	13,534.37
MIDWEST BREATHING AIR, LLC	ANNUAL AIR TESTING	675.37
MJR PROPERTIES	RENT REIMBURSE/TENANT #6	187.50
MUNICIPAL SUPPLY	PARTS	605.62
NELSON PLUMBING & HEAT	SERVICE/FIRE DEPT	1,192.84
NEW YORK LIFE	GROUP INS PAYABLE	360.12
NEXT GENERATION	SYSTEM SUPPORT	34.23
NO IA PLUMBING, HEATING & ELEC	PARTS/SERVICE CALL	97.50
NORTH CENTRAL SALES & SERVICE	TOWING/STORAGE	275.00
NORTH IA LUMBER & DESIGN	MISC SUPPLIES	520.97
OFFICE DEPOT	OFFICE SUPPLIES	516.02
OFFICE DEPOT	OFFICE SUPPLIES	114.28
PETTY CASH	POSTAGE	47.58
PRAIRIE ENERGY CO-OP	UTILITIES	119.02
PRINTING SERVICES INC	OFFICE SUPPLIES	249.07
QUILL CORPORATION	OFFICE SUPPLIES	143.85
RECREATION SUPPLY COMPANY	REC SUPPLIES	609.33
KEVIN J REICKS	UNIFORM ALLOWANCE	53.46

RELIANT FIRE APPARATUS, INC.	GAUGES #174	694.02
RESCO	3M TRANSFORMER	2,117.92
RIVER CITY COMMUNICATIONS	MONTHLY SECURITY	45.00
SCHNEBL'S 66" "	FUEL	297.40
SCHNEBL'S 66" "	FUEL	59.62
SHOPKO STORES OPERATING CO	MISC SUPPLIES	121.01
SHOPKO STORES OPERATING CO	WATER	59.62
SID'S	ICE	6.73
ROBERT SNITZER	MEAL REIMBURSEMENT	11.32
SUNDE SERVICES, LLC	DRAINAGE DITCH MOWING	90.00
TAMA PROPERTIES	RENT REIMBURSE/TENANT #10	162.50
TASC	FLEX PRE-TAX	802.27
THEISS SHIRTS, INC	SWIM TEAM	828.12
TMF CORPORATION	RECYCLING BINS	1,074.33
DICK TRIMBLE	AIRPORT MANAGER SALARY	3,614.98
U S POST OFFICE	PO BOX RENEWAL FEE	188.00
U.S. BANK	CREDIT CARD CHARGES	2,401.95
UMMEG	PURCHASED ENERGY	18,985.73
UMMEG-RUGBY	STS COSTS	12,367.59
VESSCO	PUMP HOUSING	56.06
WADE THOMPSON TRUCK & REPAIR	SERVICE CALL/LABOR	285.00
WCTA	SERVICES	1,504.96
WESTOWN PLACE, LLC	RENT REIMBURSE/TENANT #2	237.50
**** PAID TOTAL ****		1,572,771.44
**** REPORT TOTAL ****		1,572,771.44

FUND RECAP:

FUND DESCRIPTION	CLAIMS
GENERAL FUND	66,695.11
ROAD USE	5,699.77
HOTEL/MOTEL FUND	7,425.04
LOW/MOD INCOME	1,891.75
WATER	8,979.23
SEWER	5,513.00
ELECTRIC	269,686.46
STORM WATER	46,088.50
TOTALS	<u>411,978.86</u>

Moved by Wooldridge, seconded by Davis, to adjourn the meeting at 8:23 p.m. Motion carried unanimously.

ATTEST:

Barbara Smith, City Administrator/Clerk

Byron Ruiter, Mayor