

REGULAR MEETING
August 6, 2018

The City Council of the City of Forest City, Iowa, met in regular session on August 6, 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., followed by the Pledge of Allegiance. Councilmembers present at roll call were: Buffington, Davis, Holland, Mikes, Pehrson, Wooldridge, Zehren. Absent: None.

No one spoke under public forum.

Norma Hertzler, Director of Grow Forest City, presented her report for the Mayor and Council. Norma noted the WIT Rally information booth received many compliments on Forest City. The Farmer's Market is also going well, and she is working on Community Visioning. The Mayor and Council thanked Ms. Hertzler for the information presented.

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

1. Agenda (8/6/18)
2. Council Minutes (7/16/18)
3. Council Town Hall Minutes (8/1/18)
4. Board & Committee Minutes, as follows: Reports from IaCMA Summer Conference & Municipal Professional's Academy (Barb), Report from Municipal Professional's Institute (Val & Betty), Chamber of Commerce, Forest City Economic Development, and Housing Commission (7/31/18)
5. List of Claims
6. Approval of Fiber Project from Water Tower to Water Plant (\$2,975)
7. Approval to purchase concrete tools from Olson Trading Post, Rochester, MN (amount not to exceed \$3,000)
8. Payment from First Citizens' Trust & Investment Services to FC Community School for the Fine Arts Center (\$10,000)
9. Payment from Winnebago Industries' Foundation for Friday night entertainment for Puckerbrush (\$5,000)
10. TIF rebate payment to Waldorf University (\$97,649)
11. TIF payment to Forest City Family YMCA for childcare (\$50,000)
12. Payment from John K. & Luise V. Hanson Foundation to Bear Creek Golf Course (\$10,000)

Motion carried unanimously.

Tim Fredrickson presented a request to close the streets at the corner of East C & West Streets on Friday, August 17th, from 3:00 – 9:00 p.m. for a block party. There are 43 homes that are included, with Ron & Linda Haugen, Tom & Roberta Nolton and Tim & Karen Fredrickson planning and hosting the party. Moved by Wooldridge, seconded by Mikes, to approve closing this area for the block party on August 17th. Motion carried unanimously.

Larry Burger of Speer Financial reviewed bond sale bids and made recommendations regarding the General Obligation Corporate Purpose Bonds, Series 2018A (\$2,300,000) and Electric Revenue Bonds, Series 2018B (\$3,945,000). Six bids were received for the G.O. Corporate Purpose Bonds, with Burger recommending the bid of D.A. Davidson & Co., Denver, Colorado, at a price of \$2,327,080.40, with a true

interest rate of 2.7781%. There were five bids received for the \$3,945,000 Electric Revenue Bonds, with Burger recommending the bid of Banker's Bank, Madison, Wisconsin, at a price of \$3,925,275.00 with a true interest rate of 3.1612%. After discussion, the Council took the following action:

City Administrator Barbara Smith asked the Council to pass Resolution 18-19-14, A RESOLUTION AWARDING THE GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2018A. The bid for these bonds is awarded to D.A. Davison & Co., Denver, Colorado, at a price of \$2,327,080.40 and true interest rate of 2.7781%. Councilmember Mikes introduced Resolution 18-19-14 and moved its adoption, and Councilmember Wooldridge seconded the motion to adopt. Roll call vote – all ayes. The Mayor declared Resolution 18-19-14 duly adopted.

City Administrator Barbara Smith asked the Council to pass Resolution 18-19-15, A RESOLUTION AWARDING THE ELECTRIC REVENUE BONDS, SERIES 2018B. The bid for these bonds is awarded to Bankers' Bank, Madison, Wisconsin, at a price of \$3,925,275.00 and true interest rate of 3.1612%. Councilmember Holland introduced Resolution 18-19-15 and moved its adoption, and Councilmember Davis seconded the motion to adopt. Roll call vote – all ayes. The Mayor declared Resolution 18-19-15 duly adopted.

Dave Kingland presented an update on Westown Place Apartments. It has been one year since the facility opened. Things are going well, and they are at 75% capacity. The Mayor and Council thanked Mr. Kingland for the information presented.

Electric Department Manager Duane Kuhn asked the Council to approve Pay Request #1 to DGR Engineering in the amount of \$75,132.28 for work on Phase 1A of the Electric Distribution Improvements. Moved by Zehren, seconded by Wooldridge, to approve pay request #1 for the Electric Phase 1A Project. Motion carried unanimously.

Water/Wastewater Superintendent Kevin Reicks asked the Council to approve the WHKS Contract for Sanitary Sewer Smoke Testing. Moved by Zehren, seconded by Mikes, to approve the contract. Motion carried unanimously.

City Administrator/Clerk Barbara Smith asked the Council to pass Resolution 18-19-16, A RESOLUTION ESTABLISHING CHARGES AND FEES FOR SERVICES AND EQUIPMENT RENTAL FOR WATER/WASTEWATER DEPARTMENTS. Councilmember Buffington introduced Resolution 18-19-16 and moved its adoption, and Councilmember Davis seconded the motion to adopt. Roll call vote – all ayes. The Mayor declared Resolution 18-19-16 duly adopted.

City Administrator/Clerk Barbara Smith asked the Council to approve the Contract for the Public Safety Union, which is now composed of police officers and paramedics. Moved by Davis, seconded by Zehren to approve the Public Safety Union Contract. Motion carried unanimously.

City Administrator/Clerk Barbara Smith asked the Council to approve the Contract for the Public Works' Union, which currently covers the Public Works' employees but has no paying members. This is a 1-year contract that will recertify this Fall. Moved by Wooldridge, seconded by Buffington, to approve the Public Works' Union Contract. Motion carried unanimously.

City Administrator/Clerk Barbara Smith asked the Council to pass Resolution 18-19-17, A RESOLUTION AUTHORIZING THE CITY CLERK TO TRANSFER FUNDS. This will eliminate the need to spend down budgets

by transferring remaining balances to the department's reserve account. Councilmember Wooldridge introduced Resolution 18-19-17 and moved its adoption, and Councilmember Buffington seconded the motion to adopt. Roll call vote – all ayes. The Mayor declared Resolution 18-19-17 duly adopted.

Mayor Ruiter read the Farmer's Market Week Proclamation to those in attendance. The Mayor proclaimed August 5-11, 2018, as Forest City Farmers' Market Week.

The item on changing the date for the September 3rd (Labor Day) Council Meeting was tabled. The meeting will be held as scheduled on September 3, 2018.

Dan Davis of the Safety Committee stated the Committee had met twice to discuss the Breed Specific Animal Ordinance. The Committee is not yet ready to make any recommendations and plans on doing further research on all animal ordinances and reporting back at a future Council meeting.

Moved by Wooldridge, seconded by Davis to enter closed session, pursuant to Iowa Code 21.5(j) to discuss the purchase or sale of particular real estate. Motion carried unanimously.

The Council entered closed session at 8:41 p.m.

The Council re-opened the meeting at 9:48 p.m. and took the following action: Moved by Wooldridge, seconded by Zehren, to proceed as indicated during closed session. Motion carried unanimously.

The following invoices were approved for payment:

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
MOUNT VALLEY SERVICES	PURCHASED SKID LOADER	1,500.00
ADVANCED SYSTEMS	MAINTENANCE	102.23
AIR MACH	AIR COMPRESSOR REPAIR	1,923.00
AMERICAN FAMILY LIFE	GROUP INS PAYABLE	1,738.39
AMERICAN LIBRARY ASSOC.	MEMBERSHIP/C COSGRIFF	213.00
AVENET, LLC	GOV OFFICE PMT 2 OF 3	3,490.00
BAKER & TAYLOR COMPANY	BOOKS	1,251.19
STEVEN BAKKE	CONSUL/PROF FEES	14,341.72
BARCO MUNICIPAL SUPPLY	TRAFFIC CONES	732.13
BEAR CREEK GOLF COURSE	GOLF MEMBERSHIP	146.30
BEAR CREEK GOLF COURSE	GOLF COURSE REPAIRS	10,000.00
BLUE CROSS-BLUE SHIELD	GROUP INS PAYABLE	2,196.58
BOMGAARS SUPPLY	MISC SUPPLIES	676.76
BRASSE IMPLEMENT	BEARING PIN & REPAIR KIT	250.68
BRIAN CURRENT	APARTMENT REHAB #2	2,500.00
BROWN SUPPLY	MARKING FLAGS	150.00
BETTY BURRESS	MEAL REIMBURSE/ACADEMY	85.46
RICHARD CALDWELL	WEBSITE SUPPORT	300.00
CANON FINANCIAL SERVICES	LEASE PAYMENT	148.66
CENTRAL IA DISTRIBUTING	MISC SUPPLIES	83.60
CLEAR LAKE SANITARY DISTRICT	TESTING	121.00
COLLECTION SERVICE CENTER	CHILD SUPPORT	254.30
COLTON SHIPMAN	UMPIRE/COACH	500.00
CR HOLLAND CRANE SERVICE	MEDIA REMOVAL FROM RBC	743.75
CULVER HAHN	ELECTRICAL SUPPLIES	350.70

CYBERSMITH ENGINEERING	SPRAYER SHAFT	146.00
DGR ENGINEERING	PHASE 1A DISTRIB IMPROVEMENTS	7,344.78
EDDY'S GLASS & DOOR	WINDOW GLASS	85.02
EFTPS	FED/FICA TAX	24,477.89
ELECTRONIC ENGINEERING	MICROPHONE	126.00
F C AMBULANCE	CLEANING	50.00
F C CHAMBER OF COMMERCE	PUCKERBRUSH/HANSON FOUNDATION	5,000.00
F C EMPLOYEE ASSN	FLOWER FUND	41.92
F C MUN UTILITIES	UTILITIES	15,189.47
F C COMMUNITY SCHOOLS	FCB CHARITABLE FOUNDATION GRAN	10,000.00
F C COMMUNITY SCHOOLS	17-CAT-001 GRANT	162,322.65
FARMER'S CO-OP ASSOC	FUEL/REGULATOR	604.54
FEDERAL FIRE EQUIPMENT	INSPECTION	44.00
FLETCHER-REINHARDT	ELECTRICAL SUPPLIES	5,914.54
FOREST CITY FORD	PARTS/SERVICE	126.06
FOREST CITY ROTARY CLUB	DUES/B SMITH	135.50
G & H MOTOR PARTS	PARTS	1,130.82
GRAINGER	EAR PLUGS	52.62
GREG FLUGUM	FLOOR PLANS	120.00
H & S AUTO PARTS	MISC PARTS	37.02
HASTINGS FIBER GLASS PRODUCTS	CROSSARM	932.55
HAUGEN CONTRACTING	925 WEST I/MAIN BREAK	5,582.37
HEIMAN, INC	ANNUAL INSPECTION	121.00
HERMEL WHOLESALE	WATER	77.87
NORMA HERTZER	SERVICES	1,250.00
NORMA HERTZER	SERVICES	1,250.00
HOLLAND CONTRACTING	TIRE CHANGE	65.00
IOWA DEPT OF NATURAL RESOURCES	NPDES PERMIT FEE	1,275.00
IOWA ONE CALL	SERVICES	54.00
IOWA UTILITIES BOARD	YEARLY STATE LINE INSPECTION	901.61
IPERS	IPERS PAYABLE	32,034.12
IRBY	ELECTRICAL SUPPLIES	15,182.32
J & J MACHINING	TRAILER TANK BRACKET	65.28
JACK'S UNIFORMS & EQUIPMENT	MISC GUN SUPPLIES	5,400.44
KEVIN MASON	NAPC REGISTRATION	480.00
LINCOLN NATIONAL LIFE INS CO	GROUP INS PAYABLE	2,205.78
LYLE'S SALES & SERVICE	MISC PARTS	72.99
MENARDS	SAWHORSE	71.80
MERCY CLINICS	RANDOM TESTING	87.00
METERING & TECHNOLOGY SOLUTION	METER GASKETS	99.94
METLIFE - GROUP BENEFITS	GROUP INS PAYABLE	239.51
VAL MONSON	MEAL REIMBURSE/ACADEMY	128.00
MY-LOR. INC.	ACCOUNTABILITY TAG	12.50
N I A C O G	MONTHLY TRANSIT TICKETS	2,457.12
NELSON PLUMBING & HEAT	REPLACE WTR METER/FOREST PLAZA	478.47
NO IA MEDIA GROUP	ADV/LEGAL PUBLICATIONS	759.59
NORTH CENTRAL SALES & SERVICE	TOWING CHARGES	275.00
NORTH IA LUMBER & DESIGN	MISC SUPPLIES	136.38
NORTH IOWA LIBRARIES	BEACON/CATALOGING SUPPORT	2,525.88
OUTDOOR MAINTENANCE & REPAIR	PARTS/SERVICE	279.00
OVERDRIVE, INC.	BRIDGES E-BOOK CONTENT FEE	779.63
GLEN PANNKUK	STUMP GRINDING	120.00
PERRIN DIRECTIONAL DRILLING	ELEC IMPROVEMENTS PHASE 1A	75,132.28
PITNEY BOWES	MAINTENANCE	73.74
POWER LINE SUPPLY	ELECTRICAL SUPPLIES	3,912.99
QUILL CORPORATION	OFFICE SUPPLIES	15.98
QUILL CORPORATION	OFFICE SUPPLIES	116.42
QUILL CORPORATION	OFFICE SUPPLIES	591.79

RESCO	ELECTRICAL CORD	61.93
RIVER CITY COMMUNICATIONS	MONTHLY SECURITY	25.00
RIVER CITY FENCE	REPAIR FENCE/FLOOD DAMAGE	4,850.00
ROXANNE SCHNEIDER	REGISTRATION/B SMITH	65.00
SANDRY FIRE SUPPLY	PARTS	307.22
SMITH MOWING SERVICE	ABATEMENT MOWING	576.00
STANARD & ASSOCIATES	FORMS	92.00
STATE LIBRARY OF IOWA	BRIDGES E-BOOK SUBSCRIPTION	60.00
STATE LIBRARY OF IOWA	DATABASE PKG SUB FEE	274.06
STREICHER'S	SHIRT	45.99
SUNDE SERVICES, LLC	DRAINAGE DITCH MOWING	45.00
TAMA PROPERTIES	RENTAL INCENTIVE PAYMENTS	162.50
TASC	FLEX PRE-TAX	802.27
TASC	TASC ADJUSTMENT/JENSON	28.84
TEST AMERICA LABORATORIES	TESTING	971.25
TYLER THOMPSON	REIMBURSE DNR PMT FOR EXAM	60.00
TORKELSON PLUMBING	WATER METER INSTALLATION	45,090.00
TREAS, ST OF IOWA	STATE TAX	9,256.00
U P S	UPS CHARGES	66.09
U.S. BANK	CREDIT CARD CHARGES	404.60
ULTRAMAX	AMMUNITION	173.50
USA BLUE BOOK	PLUGS	143.16
VALIC	DEF COMP- 457	475.00
VISU-SEWER CLEAN	SANT SEWER CIPP INSTALLATION	29,682.20
WALDORF UNIVERSITY	TIF REBATE	97,649.00
WESCO RECEIVABLES CORP.	ELECTRICAL SUPPLIES	464.38
WESTOWN PLACE, LLC	RENT REIMBURSE/TENANT #4	950.00
WINNEBAGO CO AUDITOR	CO COMM DISPATCHING EXPENSE	54,872.99
Y M C A	YMCA	351.00
Y M C A	CHILDCARE PROGRAM FUNDING	50,000.00
TOTAL ACCOUNTS PAYABLE		729,996.61
PAYROLL CHECKS		77,023.02
**** PAID TOTAL ****		807,019.63
**** REPORT TOTAL ****		807,019.63

FUND RECAP:

FUND DESCRIPTION	CLAIMS
GENERAL FUND	164,528.79
GRANT ADMINISTRATION	25,000.00
ROAD USE	9,212.76
TIF	147,649.00
LOW/MOD INCOME	3,857.49
HANSON FINE ARTS CENTER	162,608.48
MOTEL PROJECT	10,923.18
WATER	19,000.88
SEWER	51,427.60
ELECTRIC	197,498.02
LANDFILL/GARBAGE	10,183.13
STORM WATER	5,130.30
TOTALS	<u>807,019.63</u>

Moved by Wooldridge, seconded by Davis, to adjourn the meeting at 9:50 p.m. Motion carried unanimously.

ATTEST:

Barbara Smith, City Administrator/Clerk

Byron Ruiters, Mayor