

**REGULAR MEETING**  
**October 1, 2018**

The City Council of the City of Forest City, Iowa, met in regular session on October 1, 2018, at 7:00 p.m. in the Emergency Services Center, 105 South Highway 69, 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 (via telecom), Holland, Mikes, Pehrson, Wooldridge, Zehren.

Mayor Ruitter announced that this was the time and the place for a Public Hearing regarding amending RMO Districts to allow a convenience store/gas station as a special exception use. The Mayor and Council opened the floor to allow those in attendance to express their concerns or support of this issue. After listening to the citizens present who spoke and noting no further oral comments and no written objections or written support were received, the Mayor declared the hearing to be closed at 8:13 p.m.

Chamber of Commerce Director Kathy Rollefson presented her report for the Mayor and Council. She noted that the final Fridays in the Forest was held September 7<sup>th</sup>, two additional weeks were added to the Farmer's Market, and Ladies' Day Out will be held November 3<sup>rd</sup>. The Mayor and Council thanked Ms. Rollefson for the information presented.

No one spoke under public forum.

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

1. Agenda (10/01/18)
2. Council Minutes (9/17/18)
3. Board & Committee Minutes, as follows: Park Board (9/10/18), Safety Committee (9/17/18), Housing Commission (9/25/18), Library Board (8/15/18), Heritage Park (9/18/18), Board of Adjustment (9/26/18), FCED report, Grow Forest City report
4. Report from the Iowa League of Cities' Conference
5. List of Claims
6. Class B Beer Permit for Paddler's Tap

Motion carried unanimously.

The Mayor and Council discussed the first reading of Ordinance No. 785, AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF FOREST CITY, IOWA, BY ADDING A NEW SECTION, 165.37B, REGULATING RMO DISTRICTS. The Council expressed their views on this issue, and further discussion was allowed from those in attendance. Councilmember Holland introduced the first reading of Ordinance No. 785 and moved its adoption. Councilmember Mikes seconded the motion to adopt. The roll was called, and the vote was AYES: Davis, Holland, Mikes, Wooldridge. NAYS: Buffington, Pehrson, Zehren. Motion carried. The second reading of Ordinance No. 785 will be at the October 15<sup>th</sup> Council meeting at noon in the Council Chambers of City Hall, 305 North Clark Street, Forest City, Iowa.

The Mayor and Council discussed the first reading of Ordinance No. 786, AN ORDINANCE AMENDING CHAPTER 69.08(44) OF THE CODE OF ORDINANCES, FOREST CITY, IOWA, BY CHANGING THE NO PARKING ZONE ON THE WEST SIDE OF JOHN K. HANSON DRIVE TO THE EAST SIDE, ALL WITHIN THE CITY OF FOREST CITY, IOWA. Councilmember Wooldridge introduced the first reading of Ordinance No. 786 and moved its adoption. Councilmember Mikes seconded the motion to adopt. Roll call vote – all Ayes. Motion carried.

Councilmember Holland moved that the rules requiring said ordinance to be read on three different days be dispensed with. Councilmember Wooldridge seconded the motion to adopt. Roll call vote – all Ayes. Motion carried.

Councilmember Zehren moved that Ordinance No. 786 now be adopted. Councilmember Pehrson seconded the motion to adopt. Roll call vote – all Ayes. Whereupon the Mayor declared the Ordinance duly adopted.

City Administrator Barbara Smith discussed the vacancy on the Cable Television Committee, as this Committee has not met in several years. Moved by Buffington, seconded by Pehrson, to table this issue to allow City Attorney Bakke to research requirements for this committee. Motion carried unanimously.

Mayor Ruitter asked that it be noted in the minutes that Ricky Folkerts was promoted to Sanitation Lead at a base rate of \$19.41, per recommendation by City Administrator Barbara Smith and Street Superintendent Mike O'Rourke.

City Administrator Barbara Smith presented a request from Dennis Heimdal to purchase for \$10.00 and move a small building at the hotel site. Moved by Holland, seconded by Wooldridge, to approve this sale, provided the entire building is taken except for the foundation, and that this area is fully cleaned up after removing the building. Motion carried unanimously.

Moved by Mikes, seconded by Wooldridge, to enter closed session under Iowa Code 21.5(j) to discuss the purchase or sale of particular real estate. Roll call vote – all Ayes.

The Council entered closed session at 9:07 p.m. The Council re-opened the meeting at 9:15 p.m. and took the following action:

Moved by Mikes, seconded by Zehren, to authorize City Attorney Bakke to accept the offer as indicated during closed session. Motion carried unanimously.

The following invoices were approved for payment:

### **CLAIMS REPORT**

<b>VENDOR</b>	<b>REFERENCE</b>	<b>AMOUNT</b>
DISCOVER MAGAZINE	SUBSCRIPTION	24.95
ACCESS SYSTEMS	QUARTERLY CHARGES	447.35
ADVANCED DOOR SYSTEMS	PARTS/SERVICE	352.00
ADVANCED SYSTEMS	MAINTENANCE	148.83
ADVANCED SYSTEMS	COPIER PAYMENT	90.66
AGVANTAGE FS	TANK RENTAL	1.00
AHLERS & COONEY PC	CONSUL/PROF FEES	352.00
AIRGAS	CYLINDER RENTAL	47.74
JUERN AKKERMAN	MILEAGE REIMBURSEMENT	126.44
AMAZON.COM	PKG OF 2 BROTHER SX-14	9.00
AMERICAN FAMILY LIFE	GROUP INS PAYABLE	1,752.69
AUTOMATED SYSTEMS OF IOWA	PARTS/SERVICE	840.26
BAKER & TAYLOR COMPANY	BOOKS	1,172.08
BARB'S STITCHERY	SERVICES	11.00
BEAR CREEK GOLF COURSE	GOLF MEMBERSHIP	146.30
BERGO ENVIRONMENTAL	ASBESTOS ABATEMENT/MOTEL	16,656.00
BILL'S FAMILY FOODS	MISC SUPPLIES	41.35

BLACK HILLS ENERGY	GAS FOR HEAT	1,458.17
BLACKBURN	SOLVENT	403.92
BLUE CROSS-BLUE SHIELD	GROUP INS PAYABLE	2,372.12
BMC AGGREGATES LC	ROADSTONE	632.19
BMC AGGREGATES LC	ROADSTONE	534.74
BOMGAARS SUPPLY	MISC SUPPLIES	491.47
BOMGAARS SUPPLY	MISC SUPPLIES	1,631.91
BORDER STATES ELECTRIC	PARTS/UNDERGROUND PROJ	4,330.46
BORDER STATES ELECTRIC	RYCOM CLAMP MITTER	736.16
BRAKKE IMPLEMENT	MISC PARTS	120.52
BRIAN CURRENT	RENT REIMBURSE/TENANT #11	237.50
BROWN SUPPLY	FIRE HYDRANT	2,245.00
CANON FINANCIAL SERVICES	LEASE PAYMENT	148.66
CENTRAL IA DISTRIBUTING	MISC SUPPLIES	757.00
CENTRAL IA DISTRIBUTING	MISC SUPPLIES	805.40
CITY OF FOREST CITY	SPECIAL PICK UP	32.30
CLAPSADDLE GARBER ASSOCIATES	RUNWAY 15/33 LIGHTING PROJ	738.80
COLLECTION SERVICE CENTER	CHILD SUPPORT	254.30
COLLECTION SERVICE CENTER	CHILD SUPPORT	254.30
COMPUTER SYSTEMS UNLIMITED	COMPUTER/SOFTWARE/BACK UP	2,234.50
CHRISTA COSGRIFF	MILEAGE & MEAL REIMBURSEMENT	262.24
CRAIGS AUTO REPAIR	OIL/FILTER	33.00
CRESCENT ELECTRIC	MISC PARTS	616.23
DAIRYLAND POWER CO-OP	PURCHASED ENERGY	225,663.62
DEMCO	OFFICE SUPPLIES	89.70
DGR ENGINEERING	PHASE 1A DISTRIB IMPROVEMENTS	5,064.60
EDDY'S GLASS & DOOR	ENTRY LOCKSET	174.38
EFTPS	FED/FICA TAX	22,778.26
EFTPS	FED/FICA TAX	23,016.56
ROSS EIDEN	GAS REIMBURSEMENT	31.22
ELECTRONIC ENGINEERING	RADIO/PAGER BATTERIES	1,957.54
ELECTRONIC ENGINEERING	RADIO INSTALL/CAT 926M	364.22
ELITE K-9	MISC SUPPLIES	19.36
EMERY PRATT COMPANY	OLD FARMERS ALMANAC 2019	7.95
F C AMBULANCE	1/2 JIM & DUDES INVOICE	1,242.50
F C CHAMBER OF COMMERCE	HOTEL/MOTEL	9,233.86
F C CHAMBER OF COMMERCE	REBATE/D BUFFINGTON	250.00
F C ECON DEVEL CORP	HOTEL/MOTEL	3,077.96
F C EMPLOYEE ASSN	FLOWER FUND	41.75
F C MUN UTILITIES	UTILITIES	14,856.38
FARM & CITY INSURANCE	ADD EXCAVATOR & PARTS	291.00
FARMER'S CO-OP ASSOC	FUEL	7,392.46
FLETCHER-REINHARDT	ELECTRICAL SUPPLIES	1,880.82
FLETCHER-REINHARDT	ELECTRICAL SUPPLIES	1,355.90
FOREST CITY FORD	LUBE OIL & FILTER	35.45
FOREST CITY VET CLINIC	CANINE SUPPLIES	169.10
FRANK WATER CONDITIONING	SERVICE WATER SOFTNER	64.20
G & H MOTOR PARTS	MISC PARTS	747.97
GALL'S	GLOVES	92.91
GALL'S	BOOTS	608.64
GRAINGER	MOTOR FAN	186.64
GREEN CANOPY	KYBO RENTAL	203.58
H & S AUTO PARTS	PALLET JACK WHEELS	178.69
HACH CHEMICAL CO	SENSOR CAP	151.15
STEVE HAUGEN	UNIFORM ALLOWANCE	160.45
HAWKINS INC	CHEMICALS	2,361.04
HERCULES INDUSTRIES	PAD LOCKS	632.70
HERMEL WHOLESAL	WATER	77.87
HERMEL WHOLESAL	WATER	29.95
NORMA HERTZER	SEPT 15TH CHECK	1,250.00

HMR SUPPLIES	STEEL PLATE	75.30
HOLLAND CONTRACTING	TIRE REPAIR	25.00
HOUSE BEAUTIFUL	MAGAZINE SUBSCRIPTION	32.07
HOWIE'S FIRE EXTINGUISHERS	FIRE EXTINGUISHER INSPECTION	187.11
HYGIENIC LAB ACCTS RECEIVABLE	TESTING	407.00
IA DEPT OF PUBLIC SAFETY	TERMINAL BILLING	600.00
IA LAW ENFORCEMENT ACADEMY	ADMIN & EVAL/TJ SPOONER	200.00
IA ST FIRE MARSHAL DIVISION	FY19 TANK REGISTRATION	40.00
INTERSTATE MOTOR TRUCKS	RADIATOR	426.63
IOWA DEPT OF NATURAL RESOURCES	CERTIFICATION FEE/T THOMPSON	40.00
IOWA DEPT OF NATURAL RESOURCES	PERMIT FEE	350.00
IOWA DEPT OF NATURAL RESOURCES	ANNUAL WATER USE FEE	134.00
IOWA DEPT OF TRANSPORTATION	STEEL/WOOD POSTS	519.82
IOWA ONE CALL	SERVICES	69.40
IOWA PRISON IND	STREET SIGNS	981.70
IPERS	IPERS PAYABLE	31,665.39
J.A. HILL CONSTRUCTION CO.	PARTS/LABOR	220.20
K I O W	AD/SANITATION OPERATOR	774.40
K.C. NIELSEN, LTD.	BELT	65.09
KELTEK INC.	HAAS AGREEMENT	16,613.34
KNAPPER OIL CO	FUEL	112.70
DUANE KUHN	REIMBURSE UPS CHARGE	23.10
LANDFILL OF NORTH IOWA	LANDFILL CHARGES	6,099.39
LYLE'S SALES & SERVICE	TRIMMER/PARTS	392.54
MANUFACTURER'S INSURANCE AGY	HANGER FEE	893.45
MENARDS	MISC SUPPLIES	995.22
MENARDS	SHOP VAC ACCESSORIES	49.35
MERCY CLINICS	DRUG SCREEN	43.00
METERING & TECHNOLOGY SOLUTION	METER/PARTS	509.39
METLIFE - GROUP BENEFITS	GROUP INS PAYABLE	247.80
MOODY'S INVESTORS SERVICE, INC	BOND SERVICES	24,500.00
MOSQUITO CONTROL OF IOWA	2018 MOSQUITO CONTROL	16,500.00
NELSON PLUMBING & HEAT	FIX ROOF DRAIN	428.03
NELSON PLUMBING & HEAT	METER AT GOOD SAM	577.98
NELSON PLUMBING & HEAT	SERVICE CALL	70.00
NEW YORK LIFE	GROUP INS PAYABLE	360.12
NO IA PLUMBING, HEATING & ELEC	SERVICE CALL/445 N CLARK	291.50
NORTH IA LUMBER & DESIGN	PAINT	259.56
NORTHSIDE REPAIR	CALIPER/BRAKE FLUID	114.24
OLD HOUSE JOURNAL	MAGAZINE SUBSCRIPTION	28.00
HERB OLSON EXCAVATING	ROD SEWER	250.00
OLSON TRADING POST	PARTS	2,478.88
ORIENTAL TRADING COMPANY	HALLOWEEN SUPPLIES	144.93
PHOENIX RENTALS	RENT REIMBURSE/TENANT #26	427.50
PHOENIX RENTALS	RENT REIMBURSE/TENANT #24	415.00
PITNEY BOWES	EQUIP SERVICE AGREEMENT	621.30
POSITIVE PROMOTIONS	MISC ITEMS	165.75
POWER LINE SUPPLY	BASES/ENCLOSERS PROJECT	2,359.35
PRAIRIE ENERGY CO-OP	UTILITIES	90.03
DOUG PRICE	UNIFORM ALLOWANCE	103.75
QUILL CORPORATION	OFFICE SUPPLIES	61.88
QUILL CORPORATION	OFFICE SUPPLIES	243.72
RIHM KENWORTH	FUEL FILTER	81.44
RIVER CITY COMMUNICATIONS	MONTHLY SECURITY	45.00
RIVER CITY COMMUNICATIONS	MONTHLY SECURITY	25.00
RYLIND MANUFACTURING	CUTTING EDGE FOR PLOW	266.20
SCHNEBL'S 66" "	FUEL	522.85
SCHNEBL'S 66" "	FUEL	158.18
SHOPKO STORES OPERATING CO	MISC SUPPLIES	390.16
SID'S	ICE	20.19

SIOUX CITY FOUNDRY CO.	PLOW/GRADER BLADES	4,682.50
STREICHER'S	BOOTS	149.99
SUNDE SERVICES, LLC	DRAINAGE DITCH MOWING	90.00
TAMA PROPERTIES	RENT REIMBURSE/TENANT #10	281.25
TASC	FLEX PRE-TAX	802.27
TEST AMERICA LABORATORIES	TESTING	777.00
TORKELSON PLUMBING	METER INSTALLATION	8,060.00
TORKELSON PLUMBING	SERVICE CALL-REPAIR	65.00
TREAS, ST OF IOWA	STATE TAX	8,851.00
DICK TRIMBLE	SERVICES	3,760.56
U P S	UPS CHARGES	53.40
U S POST OFFICE	UTILITY BILL POSTAGE	2,000.00
UMMEG	STS COSTS	21,154.17
UMMEG-RUGBY	RUGBY FARM	10,573.86
UTILITY EQUIP CO	FERNCO CAPS	202.02
VALIC	DEF COMP- 457	475.00
VALIC	DEF COMP- 457	475.00
VERIZON	PHONE SERVICE	722.57
VERIZON	ACCT #880638503-00001	68.27
WCTA	SERVICES	1,654.44
WESTOWN PLACE, LLC	RENTAL REIMBURSEMENT	237.50
WINNEBAGO CO AUDITOR	COMM INFRASTRUCTURE FUND	1,500.00
Y M C A	YMCA	351.00
TOTAL ACCOUNTS PAYABLE		551,070.65
PAYROLL CHECKS		135,445.28
**** PAID TOTAL ****		686,515.93
***** REPORT TOTAL *****		686,515.93

**FUND RECAP:**

FUND DESCRIPTION	CLAIMS
GENERAL FUND	170,449.53
ROAD USE	25,390.21
HOTEL/MOTEL	12,311.82
LOW/MOD INCOME	1,598.75
MOTEL PROJECT	16,920.00
2018-20 STREET PROJECTS	12,000.00
CASEY'S STORE	30.47
WATER	26,834.00
SEWER	33,837.07
ELECTRIC	362,160.71
LANDFILL/GARBAGE	24,677.72
STORM WATER	305.65
TOTALS	<u>686,515.93</u>

Moved by Wooldridge, seconded by Buffington to adjourn the meeting at 9:20 p.m. Motion carried unanimously.

ATTEST:

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Barbara Smith, City Administrator/Clerk

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Byron Ruitter, Mayor