

REGULAR MEETING
November 19, 2018

The City Council of the City of Forest City, Iowa, met in regular session on November 19, 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, and Zehren. Absent: Wooldridge.

No one spoke under public forum.

Moved by Zehren, seconded by Davis, to approve the consent agenda, with noted amendments of the Street Committee meeting date, changes to the invoice list (SB&A should be FCED; Pay Estimate No. 1 was listed as WHKS and should be Heartland Asphalt). The consent agenda is as follows:

1. Agenda (11/19/18)
2. Council Minutes (11/5/18)
3. Board & Committee Minutes, as follows: Street Committee (10/30/18 & 11/8/18); Safety Committee (11/12/18); Heritage Park (11/6/18); Park Board (11/18/18); Airport Commission (11/13/18)
4. List of Claims

Motion carried unanimously.

Moved by Buffington, seconded by Mikes, to approve Pay Estimate No. 2 in the amount of \$22,042.24 to Voltmer Inc., Decorah, Iowa, for work on the Reconstruct Runway 15/33 Edge Lighting Project, as requested by Airport Manager Dick Trimble. Motion carried unanimously.

Bev Retland and Mason Harms were present at the meeting to request a waiver on the student count provision for the Mayes' Education (Waldorf University) Urban Renewal Agreement. If approved, they will then prepare and forward their request for grant payment accordingly. Moved by Mikes, seconded by Holland, to approve the waiver. Motion carried unanimously.

Moved by Zehren, seconded by Holland, to approve Pay Request No. 1 in the amount of \$437,714.26 to Heartland Asphalt, Mason City, Iowa, for work on the 2018 Street & Utility Improvements Project, as requested by Street Superintendent Mike O'Rourke. Motion carried unanimously.

Street Superintendent Mike O'Rourke asked the Council's approval to purchase a 2000 tandem-axle 4900 International dump truck from the State. This vehicle will replace the current dump truck, which is the Street Department's largest snow-hauling vehicle. This is a budgeted item and will have a total cost of approximately \$12,000. Moved by Holland, seconded by Zehren, to approve the purchase of this used dump truck for the Street Department. Motion carried unanimously.

The Mayor & Council discussed the proposed Animal Control & Protection Policy. The cost for a lifetime license for animals will be \$10 for chipped animals and \$60 if not chipped. This will allow a greater chance to return animals to their owners. Marcia Tweeten of West K Street asked what the funds would be used for, if the Council would be supportive of a facility to house animals and offered to assist with future meetings on animal control. Kathy McEnelly of West B Street asked about strays, registered animals and vicious dogs. Kathy Rollefson of East L Street asked about dogs with pit bull characteristics. Funds will be used toward administrative costs, a kennel, a chip reader and Humane Society fees. Strays will not be picked up unless they pose a danger. The pit bull ban will remain in place and any dogs with pit bull

characteristics will have to be taken out of town. City Administrator Barbara Smith noted the City will clarify service dogs and emotional support animals. Moved by Buffington, seconded by Davis, to move forward with the first reading of this proposed ordinance at the next regular Council meeting. Motion carried unanimously.

City Administrator Barbara Smith asked the Council's consideration of the second reading of Ordinance No. 787, AMENDING CHAPTER 97.01 OF THE CODE OF ORDINANCES, FOREST CITY, IOWA, TO AMEND THE SURFACE DISCHARGE POINT FOR SUMP PUMPS IN FOREST CITY, IOWA. Councilmember Pehrson introduced Ordinance No. 787, which was seconded by Councilmember Zehren. Roll call vote – all ayes. The third reading of Ordinance No. 787 will be at the December 3rd Council meeting.

Street Committee Chairman Ron Holland noted that the Street Committee is recommending that the yield sign at 11th & J Street be changed to a stop sign, and that two stop signs be added on South Central at the intersection of South Central and E Street.

Councilmember Davis introduced the first reading of Ordinance No. 789, AN ORDINANCE AMENDING CHAPTER 65 OF THE CODE OF ORDINANCES, FOREST CITY, IOWA, BY THE REPEALING OF ONE SUB-SECTION ELIMINATING THE YIELD SIGN AT THE INTERSECTION OF 11TH STREET AND WEST J STREET, REPLACING SAID YIELD SIGN WITH A STOP SIGN, ALSO TO PLACE STOP SIGNS ON SOUTH CENTRAL STREET AT THE INTERSECTION OF E STREET, ALL WITHIN THE CITY OF FOREST CITY, IOWA. Councilmember Holland seconded the motion. Roll call vote – all ayes. The second reading of Ordinance No. 789 will be at the December 3rd Council meeting.

City Administrator Barbara Smith asked the Council to pass a resolution to move the City's checking account to MBT. Councilmember Mikes introduced Resolution 18-19-31, A RESOLUTION DESIGNATING MANUFACTURER'S BANK AND TRUST AS DEPOSITORY FOR THE CITY OF FOREST CITY, IOWA, which was seconded by Councilmember Davis. Roll call vote – all ayes. Whereupon the Mayor declared Resolution 18-19-31 duly adopted.

City Administrator Barbara Smith asked the Council to pass a resolution to finalize the purchase of the Forest City Foods Building and approve the offer for real estate. Councilmember Buffington introduced Resolution 18-19-32, A RESOLUTION APPROVING THE OFFER FOR REAL ESTATE BETWEEN FOREST CITY FOODS PARTNERSHIP AND THE CITY OF FOREST CITY, IOWA, FOR CERTAIN REAL ESTATE FOR DEVELOPMENT WITHIN THE CITY OF FOREST CITY, IOWA, which was seconded by Councilmember Mikes. Roll call vote – all ayes. Whereupon the Mayor declared Resolution 18-19-32 duly adopted.

Electric Superintendent Duane Kuhn asked the Council to approve the quote from Border States, Ames, Iowa, in the amount of \$21,396.52 for new LED lighting on L & J Streets. Moved by Zehren, seconded by Holland, to approve the quote. Motion carried unanimously.

Mayor Ruitter asked that it be noted in the minutes that Light Plant Operator Trent Anderson was to move to Step 3 (\$23.27) of the wage matrix.

The Mayor and Council discussed nuisance abatements. Moved by Davis, seconded by Mikes, to drop the suit against 108 Indian Avenue in exchange for the USDA to foreclose on this property and sell within one year. Motion carried unanimously. Moved by Buffington, seconded by Pehrson, to proceed with the nuisance abatement on 246 North 8th Street, paying the back taxes to the tax sale owner in exchange for deeding over the property to the City. Motion carried unanimously.

Moved by Davis, seconded by Zehren, to set Thursday, December 13th, from noon to 2:00 p.m. as the date and time for a Holiday Open House in the Council Chambers of City Hall, 305 North Clark Street, Forest City, Iowa. Motion carried unanimously.

Forest City Economic Development Director Beth Bilyeu gave a power point presentation on industrial marketing TIF to the Mayor and Council, regarding industrial marketing, workforce recruitment retention and housing assistance. Per Beth, they are at the end of their three-year agreement with the City and are asking for authorization of another \$75,000 in TIF for one year. City Administrator Smith asked that a resolution be approved at the next regular Council meeting to approve \$75,000 appropriation each year, noting that the appropriation could be denied at any given year. Moved by Zehren, seconded by Davis, to proceed with the resolution. Motion carried unanimously.

The following invoices were approved for payment:

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ABSOLUTE WASTE REMOVAL	ROLL OFF/MOTEL PROJ	313.02
ADVANCED SYSTEMS	MAINTENANCE	134.22
ADVANCED SYSTEMS	COPIER PAYMENT	83.04
AGVANTAGE FS	15W40 BULK OIL	1,311.30
AIRGAS	CYLINDER RENTAL	52.05
AMARIL	SAFETY CLOTHING	233.63
ARAMARK	LAUNDRY SERVICE	166.18
ATLANTIC BOTTLING COMPANY	CONCESSION SUPPLIES	245.50
B & B TRANSFORMER	ELECTRICAL SUPPLIES	3,911.00
BAKKE TRUST ACCOUNT	PROPERTY PURCHASE	149,000.00
BILL'S FAMILY FOODS	MISC SUPPLIES	193.25
BILL'S FAMILY FOODS	MISC SUPPLIES	202.92
BLACK HILLS ENERGY	GAS FOR HEAT	1,810.79
BMC AGGREGATES LC	PEA GRAVEL	2,170.48
BOMGAARS SUPPLY	MISC SUPPLIES	174.86
BOMGAARS SUPPLY	MISC SUPPLIES/WOODLAND PRK	342.68
BORDER STATES ELECTRIC	ELECTRICAL SUPPLIES	577.80
BRIAN CURRENT	RENT REIMBURSE/TENANT #11	237.50
CANON FINANCIAL SERVICES	LEASE PAYMENT	148.66
CENTRAL IA DISTRIBUTING	SUPPLIES	585.30
CLAPSADDLE GARBER ASSOCIATES	RUNWAY 15/33 LIGHTING PROJ	229.86
COLLECTION SERVICE CENTER	CHILD SUPPORT	254.30
CONTINENTAL RESEARCH	MELT AWAY	322.54
CREATIVE PRODUCT SOURCING	SHIRTS	51.10
DAIRYLAND POWER CO-OP	PURCHASED ENERGY	179,784.65
DALE'S BODY SHOP	WINDOW	130.00
DITCH-WITCH OF MINN & IOWA	SHUT-OFF	54.23
EDDY'S GLASS & DOOR	REIMBURSE WORK FROM 9-11-18	343.50
EFTPS	FED/FICA TAX	23,200.37
ELECTRONIC ENGINEERING	BATTERY PACK	22.00
ENCORE ENERGY	NAT GAS BOILER	1,733.30
F C CHAMBER OF COMMERCE	REBATE/J BRAUN	100.00
FARMER'S CO-OP ASSOC	ROAD SALT	19,337.74
FLETCHER-REINHARDT	ELECTRICAL SUPPLIES	5,073.26
FOREST CITY FORD	2019 FORD SUPER DUTY	26,694.72
FOREST CITY FORD	TIRE MOUNT & BALANCE	153.70
FUN EXPRESS, LLC	HALLOWEEN SUPPLIES	188.56
G & H MOTOR PARTS	RV ANTIFREEZE	21.96

G & H MOTOR PARTS	PARTS	887.21
G C DISTRIBUTING	BAGS	4,749.80
GLOBE GAZETTE	SUBSCRIPTION	66.99
GROVES CONTRACTING	CURB & GUTTER	960.00
HAWKINS INC	CHEMICALS	440.67
HEARTLAND ASPHALT	COLD MIX	684.45
NORMA HERTZER	SERVICES	1,250.00
HOLLAND CONTRACTING	TIRE DISPOSAL	40.00
HOLLAND CONTRACTING	TIRE	125.00
HYGIENIC LAB ACCTS RECEIVABLE	TESTING	84.50
IA MUN FINANCE OFFICER ASSOC	MUNICIPAL CLERK RENEWAL/SMITH	50.00
IMPRINTS LABEL & DECAL	GOLF CART/PARKING DECALS	363.00
INTERSTATE MOTOR TRUCKS	PARTS	39.27
IOWA DEPT OF NATURAL RESOURCES	EXAM FEE/T THOMPSON	30.00
IOWA PRISON IND	FIRE NUMBERS	35.20
IRBY	GLOVES	45.29
J.A. HILL CONSTRUCTION CO.	WORK AT OLD CASEY'S	220.00
K I O W	WATER FLUSHING	237.60
K.C. NIELSEN, LTD.	LAWN MOWER REPAIR	561.17
KBA	REC SUPPLIES	147.85
LAHARV CONST	CONCRETE PATCH/A & W	633.27
LANDFILL OF NORTH IOWA	LANDFILL CHARGES	6,852.50
MANUFACTURER'S BANK	RENT REIMBURSE/TENANT #28	187.50
MASON CITY RECYCLING	RECYCLING CHARGES	3,988.20
MATT PARROTT & SONS	12 DAY NOTICE	631.52
MJR PROPERTIES	RENTAL REIMBURSEMENT	187.50
VAL MONSON	FUEL REIMBURSEMENT	25.63
N I A C O G	TRANSIT TICKETS	3,278.88
NATIONAL BUSINESS FURNITURE	FURNITURE	1,104.00
NELSON PLUMBING & HEAT	CITY HALL A/C	315.64
NEW YORK LIFE	GROUP INS PAYABLE	360.12
NEXT GENERATION	SYSTEM SUPPORT	211.41
NO IA MEDIA GROUP	ADV/LEGAL PUBLICATIONS	2,160.18
NORTH CENTRAL LABS	CHEMICALS	290.67
NORTH IA LUMBER & DESIGN	MISC SUPPLIES	505.65
OFFICE DEPOT	OFFICE SUPPLIES	36.16
PETTY CASH	REIMBURSE PETTY CASH	60.01
PHOENIX RENTALS	RENT REIMBURSE/TENANT #26	150.00
POLLARD WATER #3325	PARTS	135.62
PRAIRIE ENERGY CO-OP	UTILITIES	123.78
QUILL CORPORATION	OFFICE SUPPLIES	667.82
KEVIN J REICKS	UNIFORM ALLOWANCE	118.74
RESCO	TRANSFORMER PAD	856.00
RIHM KENWORTH	PARTS	145.84
RIVER CITY COMMUNICATIONS	MONTHLY SECURITY	45.00
SCHNEBLY'S 66" "	TIRE REPAIR	50.00
SHOPKO STORES OPERATING CO	MISC SUPPLIES	72.93
NORTH AMERICAN BANKING COMPANY	SHREDDING	67.60
SIRCHIE FINGER PRINT LAB	EVIDENCE BAGS	68.35
STOTT BARRIENTOS & ASSOCIATES	BUILDING STUDY & REPORT	1,500.00
TASC	FLEX PRE-TAX	802.27
TORKELSON PLUMBING	METER INSTALLATION	9,500.00
DICK TRIMBLE	SERVICES	4,032.08
TURFWERKS	LAWN TRACTOR	65,511.00
UMMEG	STS COSTS	17,373.20
UMMEG-RUGBY	RUGBY FARM	13,064.48
UNITY POINT CLINIC	DRUG SCREEN	42.00
VERIZON	PHONE SERVICE/DEVICE	68.27
VESSCO	MARPENE TUBING	408.88
VOLTMER	PAY ESTIMATE #2	22,042.24

WALLACE,HOLLAND,KASTLER	PAY ESTIMATE #1	486,380.42
WCTA	SERVICES	1,619.18
WESTECH	ATOMERATOR TUBE ASSEMBLY	1,866.76
WESTOWN PLACE, LLC	RENT REIMBURSE/TENANT #4	712.50
WHEELER WORLD	GASKETS	126.20
WINNEBAGO COUNTY SHERIFF	GARNISHMENT	142.83
YOHNCO	MATERIALS/DELIVERY	564.75
**** PAID TOTAL ****		1,079,695.55
***** REPORT TOTAL *****		1,079,695.55

FUND RECAP:

FUND DESCRIPTION	CLAIMS
GENERAL FUND	118,269.34
PARK IMPR FUND	3,583.56
ROAD USE	16,524.77
LOW/MOD INCOME	1,475.00
MOTEL PROJECT	313.02
2018-20 STREET PROJECTS	484,287.77
LIBRARY	150,500.00
WATER	21,932.07
SEWER	18,162.10
ELECTRIC	242,120.92
LANDFILL/GARBAGE	20,888.17
STORM SEWER	1,638.83
TOTALS	<u>1,079,695.55</u>

Moved by Davis, seconded by Mikes, to adjourn the meeting at 8:36 p.m. Motion carried unanimously.

ATTEST:

Barbara Smith, City Administrator/Clerk

Byron Ruiter, Mayor