

REGULAR MEETING
February 4, 2019

The City Council of the City of Forest City, Iowa, met in regular session on January 21, 2019, 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 (via web conference), Holland, Pehrson, Wooldridge and Zehren (via web conference). Mikes joined via telephone at 7:16 pm. Absent: None.

Under the public forum, Marcia Tweeten asked about the procedures to amend or rescind an Ordinance. City Attorney, Steve Bakke, explained that it would take the same procedures as passing an Ordinance – three readings and the required publishing in the newspaper.

Bakke asked to have the agenda amended to remove the closed session and move Resolution 18-19-46 before the staff reports.

Moved by Wooldridge, seconded by Zehren, to approve the consent agenda, as follows:

1. Agenda (2-4-19) as amended
2. Council Minutes (1/21/19)
3. Board & Committee Minutes, as follows: Personnel-Finance Committee (1/21/19), Housing Commission (1/29/19), Business & Industry Committee (1/10/19 & 1/28/19), and Forest City Chamber of Commerce.
4. The purchase of an Opticam Sewer Camera for \$6,080
5. The purchase of a Panasonic Toughpad for \$2,495 for meter reading
6. List of Claims

Motion carried unanimously.

Councilmember Buffington introduced the second reading of Ordinance No. 792, AN ORDINANCE REPEALING CHAPTERS 55 AND 56 OF THE CODE OF ORDINANCES, FOREST CITY, IOWA, REPLACING SAID CHAPTERS WITH A NEW CHAPTER 55 ANIMAL PROTECTION AND CONTROL WITHIN THE CITY OF FOREST CITY, IOWA, and moved its adoption. Councilmember Holland seconded the motion. There were no questions or discussion of the Ordinance. Roll call vote: Ayes – Buffington, Davis, Holland, Mikes, Pehrson, Zehren. Nay – Wooldridge. This represents the second reading of Ordinance No. 792. The third reading of Ordinance No. 792 will be at the February 18, 2019, Council meeting.

Councilmember Buffington motioned to approve tax abatements for the following addresses: 915 N 13th St., 506 S 6th St., and 234 W B Street; seconded by Pehrson. Ayes all, motion carried.

Councilmember Wooldridge introduced Resolution 18-19-43, A RESOLUTION APPROVEING THE FOREST CITY CREDIT CARD POLICY, which was seconded by Councilmember Pehrson. Roll call vote – all ayes. Whereupon the Mayor declared Resolution 18-19-43 duly adopted.

Councilmember Wooldridge introduced Resolution 18-19-44, A RESOLUTION TO APPOINT A HOUSING COMMISSION TO RECOMMEND THE BEST WAY TO UTILITIZE FOREST CITY'S LOW TO MODERATE INCOME SET ASIDE FUNDS, which was seconded by Councilmember Buffington. Roll call vote – all ayes. Whereupon the Mayor declared Resolution 18-19-44 duly adopted.

City Administrator Barbara Smith led the discussion regarding the upcoming fiscal year 2020 budget. After all questions were answered, Councilmember Wooldridge introduced Resolution 18-19-45, A RESOLUTION SETTING DATE OF A BUDGET PUBLIC HEARING FOR FISCAL YEAR 2020, which was seconded by Councilmember Pehrson. Roll call vote – all ayes. Whereupon the Mayor declared Resolution 18-19-45 duly adopted. The public hearing will be held at 7:00 pm on March 4, 2019.

Smith led the discussion about the Paramedic salary and vacation. The Personnel Committee met prior to the Council meeting and recommends payment Rayhons for the 64 hours that he would lose in vacation pay due to the paramedic shortage. The committee also feels that Rayhons is under paid and recommends a pay matrix for all superintendents throughout the city.

Councilmember Buffington motioned to pay Rayhons for the 64 hours of lost vacation pay and to instruct the City Administrator to bring a pay matrix for the city’s superintendents back to the next council meeting. Councilmember Pehrson seconded the motion. Ayes all; motion carried.

Bakke led the discussion relating to the incentives that were offered to Winnebago Industries to bring 175 jobs back to Forest City in the production of the Class A diesel motorhomes. He explained that the proposed property tax abatement was on the building improvements, which the City has done for many businesses. The \$165,000 exterior electrical upgrades are also something that the Electric Department would do for any business needing the upgrade. The nearly \$700,000 in electrical improvements were planned for summer of 2019 and summer of 2020. The \$1,300,000 forgivable loan will be tied to job creation and the City can repay themselves from the combined TIF area in less than five years. After all questions about the incentives had been answered, Councilmember Buffington introduced Resolution 18-19-46, A RESOLUTION APPROVING THE FORGIVABLE LOAN AND OTHE RINCENTIVES FOR PROJECT ACORN PROVIDED BY THE CITY OF FOREST CITY, IOWA FOR ECONOMIC DEVELOPMENT WITHIN THE CITY OF FOREST CITY, IOWA, which was seconded by Wooldridge. Roll call vote: ayes – Buffington, Holland, Davis, Wooldridge, Pehrson, Zehren; Mikes abstained. Whereupon the Mayor declared Resolution 18-19-46 duly adopted.

CLAIMS REPORT

| VENDOR | REFERENCE | AMOUNT |
|----------------------------|----------------------------|-----------|
| ADVANCED SYSTEMS | MAINTENANCE | 102.23 |
| AIRGAS | TANK PURCHASE | 670.70 |
| AMER WATER WORKS ASSN | MEMBERSHIP | 371.00 |
| AMERICAN FAMILY LIFE | GROUP INS PAYABLE | 1,752.69 |
| MITCH BARTLESON | MEAL REIMBURSEMENT | 14.74 |
| BEAR CREEK GOLF COURSE | GOLF MEMBERSHIP | 146.30 |
| BLUE CROSS-BLUE SHIELD | GROUP INS PAYABLE | 2,513.32 |
| BOMGAARS SUPPLY | MISC SUPPLIES | 745.95 |
| BORDER STATES ELECTRIC | GRAPPLING HOOK | 71.58 |
| CHRISTIANSOIN INTERIORS | FLOOR PREP/OLD CASEY'S | 500.00 |
| CITY OF FOREST CITY | PROJ SHARE/B EIDE | 50.00 |
| COLLECTION SERVICE CENTER | CHILD SUPPORT | 254.30 |
| CONTINENTAL RESEARCH | CLEANER | 229.12 |
| DGR ENGINEERING | PHASE 1B DIST IMPROVEMENTS | 10,296.00 |
| DISPLAY SALES | BULBS/CHRISTMAS SUPPLIES | 633.50 |
| DITCH-WITCH OF MINN & IOWA | MISC PARTS | 855.08 |

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| EFTPS | FED/FICA TAX | 22,304.15 |
| F C CHAMBER OF COMMERCE | REBATE/S FISCHER | 100.00 |
| F C EMPLOYEE ASSN | FLOWER FUND | 43.00 |
| F C MUN UTILITIES | UTILITIES | 11,417.45 |
| FARUS CONTRACTING | TENANT #22 DEC & JAN | 1,360.00 |
| FLETCHER-REINHARDT | ELECTRICAL SUPPLIES | 719.27 |
| FOREST CITY FORD | LUBE/OIL/FILTER | 35.45 |
| FOREST CITY ROTARY CLUB | MEALS & DUES/B SMITH | 128.00 |
| H & S AUTO PARTS | PARTS | 9.39 |
| HACH CHEMICAL CO | CHEMICALS | 476.91 |
| HAUGEN CONTRACTING | SEWER REPAIR/EDDY'S GLASS | 15,895.75 |
| NORMA J. GINTHER-HERTZER | FEBRUARY 1ST CHECK | 1,250.00 |
| HOLLAND CONTRACTING | TIRE INSTALL | 100.00 |
| IA FIREFIGHTERS ASSOCIATION | DUES | 559.00 |
| IRBY | ELECTRICAL SUPPLIES | 461.91 |
| KAISER AUTO REPAIR | REAR ROTERS | 171.16 |
| KEITH GATTON | UB ACCT OVERPAYMENT | 116.60 |
| KELTEK INC. | NEW CAR INSTALLS | 6,260.54 |
| LINCOLN NATIONAL LIFE INS CO | GROUP INS PAYABLE | 2,230.11 |
| LYLE'S SALES & SERVICE | CHAIN SAW/PARTS | 307.47 |
| MASON CITY RECYCLING | RECYCLING CHARGES | 3,988.20 |
| AMY MEINECKE | DANCE CHAPERONE | 60.00 |
| MELLEN & ASSOCIATES, INC. | AIR RELEASE VALVE | 536.19 |
| MENARDS | MISC SUPPLIES | 235.51 |
| METLIFE - GROUP BENEFITS | GROUP INS PAYABLE | 239.51 |
| KATHY MONTGOMERY | DANCE CHAPERONE | 60.00 |
| TOM MONTGOMERY | MEAL REIMBURSEMENT | 12.28 |
| N I A C O G | MONTHLY TRANSIT OPERATION | 2,764.61 |
| NELSON PLUMBING & HEAT | SERVICE CALL | 179.23 |
| NORTH CENTRAL LABS | CHEMICALS | 252.63 |
| NORTH IA LUMBER & DESIGN | MISC SUPPLIES | 165.70 |
| NORTHERN SAFETY CO. | MISC SUPPLIES | 61.59 |
| MIKE PEDERSEN | DANCE DJ | 350.00 |
| PETTY CASH | REIMBURSE PETTY CASH | 35.85 |
| PHOENIX RENTALS | RENT REIMBURSE/TENANT #24 | 140.00 |
| PITNEY BOWES | EQUIP SERVICE AGREEMENT | 73.74 |
| QUILL CORPORATION | FIRST AID KITS | 687.74 |
| RIVER CITY COMMUNICATIONS | MONTHLY SECURITY | 25.00 |
| RJ INDUSTRIES | DUMPSTER LINER KITS | 510.00 |
| BRANDON SCHMIDT | UNIFORM ALLOWANCE | 200.00 |
| NORTH AMERICAN BANKING COMPANY | SHREDDING | 67.60 |
| KEVIN SWANSON | KEROSENE REIMBURSEMENT | 85.56 |
| TASC | RENEWAL/ADMIN FEES | 1,714.24 |

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| TASC | FLEX PRE-TAX | 1,021.09 |
| TEST AMERICA LABORATORIES | TESTING | 971.25 |
| TREAS, ST OF IOWA | STATE TAX | 8,859.00 |
| TRISTAN KOOPMAN | TOBACCO COMPLIANCE CHECK | 100.00 |
| TYLER CHAPA | METER DEP REFUND | 150.00 |
| U P S | UPS CHARGES | 200.43 |
| U S POST OFFICE | PERMIT FEE RENEWAL | 235.00 |
| U.S. BANK | CREDIT CARD CHARGES | 1,373.08 |
| UNITY POINT CLINIC | MUCCA MEMBERSHIP DUES | 60.00 |
| US DEPT IF EDUCATION AWG | GARNISHMENT | 239.56 |
| VALIC | DEF COMP- 457 | 475.00 |
| VERIZON | PHONE SERVICE | 805.42 |
| WALLACE,HOLLAND,KASTLER | VILLAGE CHATEAU SITE | 503.04 |
| WEBWISE SOLUTIONS INC. | DOMAIN/HOSTING FEE | 405.00 |
| WINNEBAGO COUNTY SHERIFF | GARNISHMENT | 142.13 |
| Y M C A | YMCA | 296.00 |
| TOTAL ACCOUNTS PAYABLE | | 111,433.85 |
| PAYROLL CHECKS | | 67,270.01 |
| **** PAID TOTAL **** | | 178,703.86 |
| **** REPORT TOTAL **** | | 178,703.86 |

Moved by Wooldridge, seconded by Pehrson, to adjourn the meeting at 8:05 p.m. Motion carried unanimously.

ATTEST:

Barbara Smith, City Administrator

Byron Ruitter, Mayor