

REGULAR MEETING
April 15, 2019

The City Council of the City of Forest City, Iowa, met in regular session on April 15, 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 included: Buffington, Davis, Holland, Mikes, Pehrson and Wooldridge. Absent: Zehren.

Under Public Forum, Grow Forest City Director Norma Hertzler presented a map for a painted crosswalk at the intersection of School Street and West I Street to slow down traffic. The crosswalk would have a temporary stop sign that the YMCA will move in and out. They plan to check with other cities regarding this type of project. Also under Public Forum, Leslie Torkelson presented questions about procedures and asked the Council to change meeting hours to after 5:00 p.m. for Housing Committee meetings to allow more people to attend.

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

1. Agenda (4/15/19)
2. Council Minutes (4/01/19)
3. Board & Committee Minutes, as follows: Heritage Park (4/2/19), Business & Industry Committee (4/8/19) & Boman Fine Arts Center Committee (3/28/19)
4. List of Claims

Motion carried unanimously.

Boy Scout Troop 418 was present at the meeting to request setting City-wide Cleanup Day as May 11th and to allow the Boy Scouts to participate. Scout Zach Hill listed the troops' highlights for 2018. Moved by Davis, seconded by Mikes, to set May 11, 2019, as City-wide Cleanup Day with the Boy Scouts participating. Motion carried unanimously.

City Administrator Barbara Smith led the discussion regarding the renewal of a Parklet Agreement with Paddler's Tap. The new agreement will expire in December of 2020. Moved by Wooldridge, seconded by Buffington, to approve the Parklet Agreement renewal with Paddler's Tap. Motion carried unanimously.

Councilmember Holland introduced the first reading of Ordinance No. 793, AN ORDINANCE TO AMEND CHAPTER 111.02 OF THE CODE OF ORDINANCES TO UPDATE THE RATES FOR THE ELECTRICAL UTILITY SYSTEM FOR THE CITY OF FOREST CITY, IOWA, and moved its adoption. Councilmember Wooldridge seconded the motion. Per City Administrator Barbara Smith, this 2% increase is per DGR and is included in the budget. It will become effective 6/15/19. Roll call vote – all ayes. This represents the first reading of Ordinance No. 793.

Councilmember Davis introduced the first reading of Ordinance No. 796, AN ORDINANCE AMENDING CHAPTER 106 OF THE CODE OF ORDINANCES, FOREST CITY, IOWA, BY INCREASING COLLECTION FEES FOR THE DISPOSAL OF CERTAIN SOLID WASTE and moved its adoption. Councilmember Pehrson seconded the motion. Per City Administrator Barbara Smith, this is a 1.5% increase which will become effective 6/15/19. Roll call vote – all ayes. This represents the first reading of Ordinance No. 796.

Councilmember Mikes introduced the first reading of Ordinance No. 797, AN ORDINANCE TO AMEND CHAPTER 99.02 OF THE CODE OF ORDINANCES BY AMENDING THE RATES FOR WATER SERVICE, CITY OF FOREST CITY, IOWA, and moved its adoption. Councilmember Pehrson seconded the motion. This is a 1.5% increase that will become effective 6/15/19. Roll call vote – all ayes. This represents the first reading of Ordinance No. 797.

Councilmember Wooldridge introduced the first reading of Ordinance No. 798, AN ORDINANCE TO AMEND CHAPTER 99.02 OF THE CODE OF ORDINANCES BY AMENDING THE RATES FOR THE SANITARY SEWER SYSTEM FOR THE CITY OF FOREST CITY, IOWA, and moved its adoption. Councilmember Mikes seconded the motion. Roll call vote – all ayes. This represents the first reading of Ordinance No. 798.

City Administrator Barbara Smith notified the Council that Nate Forsberg is interested in helping the Library raise money for their new building. His first proposed project is to have a performance by the Cactus Blossoms at the Boman Fine Arts Center on August 10th. The cost to have this country western show is \$3,500, and tickets will be available at \$20/person. Moved by Buffington, seconded by Wooldridge, to approve the contract with Cactus Blossoms, pending Library Board approval. Motion carried unanimously.

City Attorney Steve Bakke presented a letter of intent from Cobblestone Motel to locate in Forest City with at least 41 rooms, a swimming pool and a meeting room. The letter includes the transfer of up to three acres of real estate for this project. Moved by Mikes, seconded by Holland, to approve the Letter of Intent regarding a Cobblestone Motel to be located in Forest City, Iowa. Motion carried unanimously.

Mayor Ruitter asked that it be noted in the minutes that Doug Price is entitled to a longevity increase in the amount of \$180. Doug has been with the City for 10 years.

City Administrator Barbara Smith asked the Council to pass a resolution to set the date for a Public Hearing on the F.Y. 2019 Budget Amendment. Councilmember Mikes introduced Resolution 18-19-62, A RESOLUTION SETTING DATE OF A PUBLIC HEARING FOR A BUDGET AMENDMENT FOR THE CITY OF FOREST CITY FOR FISCAL YEAR 2019 and moved its adoption, which was seconded by Councilmember Davis. Roll call vote – all ayes. Whereupon the Mayor declared Resolution 18-19-62 duly adopted. The Public Hearing will be held May 6, 2019, in the Council Chambers of City Hall, 305 North Clark Street, Forest City, Iowa.

City Attorney Bakke asked the Council to pass a resolution on the forgivable loan to Winnebago Industries for Project Acorn. Councilmember Wooldridge introduced Resolution 18-19-63, A RESOLUTION AUTHORIZING INTERNAL ADVANCE FOR FUNDING ECONOMIC DEVELOPMENT FORGIVABLE LOAN TO WINNEBAGO INDUSTRIES, INC. AND AUTHORIZING ECONOMIC DEVELOPMENT FORGIVABLE LOAN AGREEMENT and moved its adoption, which was seconded by Councilmember Buffington. Roll call vote – ayes, with Mikes abstaining. Whereupon the Mayor declared Resolution 18-19-63 duly adopted.

Airport Manager Dick Trimble asked the Council to pass a resolution to approve the application of grants to repair or replace the damaged hangar building at the Airport. Councilmember Davis introduced Resolution 18-19-64, A RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATIONS FOR IOWA AIRPORT IMPROVEMENT PROGRAM AND CERTIFYING ELIGIBILITY REQUIREMENTS. Councilmember Pehrson seconded the motion. Roll call vote – all ayes. Whereupon the Mayor declared Resolution 18-19-64 duly adopted.

Electric Department Manager Duane Kuhn asked the Council to pass a resolution regarding the Electric Meter Cutover Project – Phase 1B. Councilmember Wooldridge introduced Resolution 18-19-65, A RESOLUTION ORDERING BIDS, APPROVING PLANS, SPECIFICATIONS AND FORM OF CONTRACT AND NOTICE TO BIDDERS, FIXING AMOUNT OF BID SECURITY, AND ORDERING CLERK TO PUBLISH NOTICE AND FIXING A DATE FOR RECEIVING SAME, AND FOR A PUBLIC HEARING ON PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COSTS FOR THE ELECTRIC METER CUTOVER PROJECT – PHASE 1B, FOR FOREST CITY, IOWA. Councilmember Davis seconded the motion. Roll call vote – all ayes. Whereupon the Mayor declared Resolution 18-19-65 duly adopted.

City Administrator Barbara Smith presented a bid for a new roof on the new Library building. Midwest Roofing Company, Mason City, Iowa, had submitted a bid of \$52,450 for a ballasted membrane roof for the 10,000 square foot replacement area. Additionally, \$23,400 would add a new tapered roof insulation sloping 8” per foot to the north and south, with elevations for improved water drainage. The total cost for the new roof would be \$75,850. This item was tabled due to the lack of a motion, and bids will be requested from additional companies.

The following invoices were approved for payment:

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
ADVANCED SYSTEMS	MAINTENANCE	46.60
ADVANCED SYSTEMS	MAINTENANCE	102.23
TRENT ANDERSON	UNIFORM ALLOWANCE	53.50
B & B TRANSFORMER	ELECTRICAL SUPPLIES	6,116.00
BAKER & TAYLOR COMPANY	BOOKS	1,067.20
KEN BAKER	ALUMNI OFFICIAL	280.00
BILL'S FAMILY FOODS	MISC SUPPLIES	64.87
BLACK HILLS ENERGY	GAS FOR HEAT	5,035.30
BMC AGGREGATES LC	CONCRETE SAND	319.16
BOMGAARS SUPPLY	MISC SUPPLIES	52.89
BROWN SUPPLY	GUTTER BROOM	201.44
CAMPUS VIEW APARTMENTS	APR RENT/S ARMSTRONG	650.00
CANON FINANCIAL SERVICES	LEASE PAYMENT	148.66
CEMSTONE CONCRETE MATERIALS	CONCRETE/INTAKE TOPS	229.00
CLAPSADDLE GARBER ASSOCIATES	ROTATING BEACON IMPROVEMENTS	657.00
CLEAR LAKE SANITARY DISTRICT	TESTING	370.00
COLLECTION SERVICE CENTER	CHILD SUPPORT	314.30
COMPUTER SYSTEMS UNLIMITED	ITRON SOFTWARE UPDATE	55.00
COMPUTER SYSTEMS UNLIMITED	PARTS/TECH SUPPORT	299.95
CHRISTA COSGRIFF	REIMBURSEMENT	66.73
CRAIGS AUTO REPAIR	PARTS/SERVICE	42.50
DAHLE TONY	ALUMNI OFFICIAL	165.00
DAIRYLAND POWER CO-OP	PURCHASED ENERGY	159,875.45
DAVE YOKIMISHYN	ALUMNI OFFICIAL	300.00
DOLLAR GENERAL-REGIONS 410526	MISC SUPPLIES	36.25
EFTPS	FED/FICA TAX	23,557.16
ELLIOTT EQUIPMENT	SWEEPER REPAIR	7,641.11
EMC INSURANCE	WORK COMP DEDUCTIBLE	250.00
ENCORE ENERGY	NAT GAS BOILER	3,175.28
F C CHAMBER OF COMMERCE	REBATE/ J STERBA	150.00
FARMER'S CO-OP ASSOC	LP	11,132.29
FARMER'S CO-OP ASSOC	FUEL	134.65
FARUS CONTRACTING	RENT REIMBURSE/TENANT #19	150.00

FARUS CONTRACTING	RENT REIMBURSE/TENANT #20	95.00
FEDERAL FIRE EQUIPMENT	EXTINGUISHER INSPECTION	70.00
FIRE SERVICE TRAINING BUREAU	REGISTRATION FEES	430.00
FLETCHER-REINHARDT	ELECTRICAL SUPPLIES	2,028.50
FOREST CITY AUTO CENTER	BATTERIES	468.32
FOREST CITY ROTARY CLUB	MEALS-DUES/B SMITH	128.00
G & H MOTOR PARTS	FILTER SALE	2,335.35
GALL'S	UNIFORM SUPPLIES	492.80
GRAINGER	SUBMERSIBLE PUMP	1,526.80
HACH CHEMICAL CO	CHEMICALS	515.67
BEN HAUGE	ALUMNI OFFICIAL	200.00
HAWKINS INC	CHEMICALS	2,571.53
HEARTLAND ASPHALT	COLD MIX	891.54
HERMEL WHOLESale	WATER	25.67
NORMA J. GINTHER-HERTZER	SERVICES	1,250.00
HMR SUPPLIES	SUPPLIES/CAR #29	47.80
HYGIENIC LAB ACCTS RECEIVABLE	TESTING	639.50
IOWA DEPT OF NATURAL RESOURCES	TESTING FEE/M HAUGEN	60.00
IOWA DEPT OF NATURAL RESOURCES	CERTIFICATION/M HAUGEN	20.00
IOWA DEPT OF NATURAL RESOURCES	EXAM FEE/T THOMPSON	30.00
IOWA WATER MANAGEMENT	SERVICE VISIT FEE	150.00
IPRA	CPO MANUALS	100.00
KIRK JEFSON	ALUMNI OFFICIAL	160.00
JETCO, INC.	WATER TOWER CONTROL RELAYS	51.85
JOHNSON CONTROLS FIRE PROTECT	PARTS/SERVICE CALL	1,025.71
MALLORY JOHNSON	SCORER/TIMER	220.00
K I O W	SNOW EVENT	72.48
K.C. NIELSEN, LTD.	SNOWBLOWER	1,099.00
LYLE'S SALES & SERVICE	PARTS/SERVICE	77.72
MANUFACTURER'S BANK	RENT REIMBURSE/TENANT #29	187.50
MENARDS	AIR CONDITIONER/PARTS	256.22
METTLER TOLEDO	SERVICE/MAINTENANCE	602.01
KEN MEYERS	ALUMNI OFFICIAL	375.00
MIDWEST PIPE SUPPLY	TILE PROBE	44.00
RON MILLER	ALUMNI OFFICIAL	315.00
MSA SAFETY SALES, LLC	CHEMICALS	331.89
N I A C C	REG/K REICKS	180.00
N I A C C	BLS TRAINING	24.00
N I A C O G	TRANSIT OPERATION	2,128.93
DAVE NEE	ALUMNI OFFICIAL	175.00
NELSON PLUMBING & HEAT	FILTERS	151.24
NEW YORK LIFE	GROUP INS PAYABLE	350.12
NEXT GENERATION	SYSTEM SUPPORT	30.45
NO IA MEDIA GROUP	ADV/LEGAL PUBLICATIONS	450.74
NO IA REGIONAL HOUSING	CREDIT BAL/J BURKS	10.99
NORTH CENTRAL LABS	CHEMICALS	275.62
NORTH IA LUMBER & DESIGN	LUMBER/REROD	29.94
MICHAEL O'ROURKE	REIMBURSE UNIFORM ALLOWANCE	43.65
PETTY CASH	REIMBURSE PETTY CASH	39.48
PETTY CASH	ALUMNI START UP CASH	400.00
PHOENIX RENTALS	RENT REIMBURSE/TENANT #21	137.50
PHOENIX RENTALS	RENT REIMBURSE/TENANT #26	150.00
PRAIRIE ENERGY CO-OP	UTILITIES	129.74
PREMIER CLEANERS	UNIFORM CLEANING	45.60
QUILL CORPORATION	OFFICE SUPPLIES	137.73
QUILL CORPORATION	OFFICE SUPPLIES	305.29
RIVER CITY COMMUNICATIONS	MONTHLY SECURITY	45.00
RYAN MEYERS	ALUMNI OFFICIAL	280.00

SANDRY FIRE SUPPLY	VULCAN LED SYSTEM	526.42
SCHNEBLY'S 66" "	LUBE/OIL/FILTER	95.40
MADALYN SCHOTT	ALUMNI OFFICIAL	175.00
SCOOPY DOOS	CONE CERTIFICATES	45.00
SERVICE MASTER	FIRE DAMAGE CLEAN UP	15,667.54
SISCO	MARCH PREMIUM	31,333.19
TASC	FLEX PRE-TAX	944.17
THE LEADER	SUBSCRIPTION	51.00
DICK TRIMBLE	SERVICES	3,725.85
U.S. BANK	CREDIT CARD CHARGES	79.51
UMMEG	STS COSTS	17,378.99
UMMEG-RUGBY	RUGBY FARM	16,431.11
UTILITY EQUIP CO	CLAMP	216.82
VALIC	DEF COMP- 457	475.00
VERIZON	MARCH/APR PHONE SERVICE	73.72
VISA	CREDIT CARD CHARGES	535.37
VISA	CREDIT CARD CHARGES	58.15
VISA	CREDIT CARD CHARGES	871.38
AMY VRIEZE	ALUMNI OFFICIAL	200.00
WCTA	SERVICES	1,632.77
WESCO RECEIVABLES CORP.	PROJECT SUPPLIES	35,175.70
KARL WOOLDRIDGE	ALUMNI OFFICIAL	250.00
ZIEGLER, INC.	PARTS/SERVICE	140.42
TOTAL ACCOUNTS PAYABLE		373,237.91
PAYROLL CHECKS		70,021.45
**** PAID TOTAL ****		443,259.36
***** REPORT TOTAL *****		443,259.36

FUND RECAP:

FUND DESCRIPTION	CLAIMS
GENERAL FUND	94,585.70
DRUG FORFEITURE	409.01
ROAD USE	14,100.68
LOW/MOD INCOME	720.00
MOTEL PROJECT	577.17
LIBRARY	371.30
WATER	15,345.98
SEWER	19,848.45
ELECTRIC	277,587.56
LANDFILL-GARBAGE	11,160.07
STORM WATER	8,553.44
TOTALS	<u>443,259.36</u>

MONTHLY FUND RECAP (March 2019)

FUND	DESCRIPTION	RECEIPTS
001	General	\$ 113,592.35
002	Drug Forfeiture	\$ 2,425.00
110	Road Use	\$ 44,164.87
112	Employee Benefits	\$ 4,432.79
119	Emergency	\$ 331.74
121	Local Option Sales Tax	\$ 33,703.34
122	Hotel-Motel Tax	\$ 11,648.84
125	TIF	\$ 1,646.38
127	Low/Mod Income	\$ 368.27

200	Debt Service	\$	4,698.49
600	Water	\$	62,729.40
610	Sewer	\$	79,608.91
630	Electric	\$	517,465.92
670	Landfill/Garbage	\$	46,781.51
740	Storm Sewer	\$	12,017.70
	TOTAL ALL FUNDS	\$	935,615.51

Moved by Wooldridge, seconded by Davis, to adjourn the meeting at 8:28 p.m. Motion carried unanimously.

ATTEST:

Barbara Smith, City Administrator

Byron Ruitter, Mayor