

REGULAR MEETING
May 6, 2019

The City Council of the City of Forest City, Iowa, met in regular session on May 6, 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.

Mayor Ruitter announced that this was the time and the place for a Public Hearing regarding the F.Y. 2019 Budget Amendment #1. Since there were no written objections, nor were any oral objectors present at the meeting, the Mayor declared the meeting to be closed at 7:01 p.m.

Councilmembers present at roll call included: Buffington, Davis, Holland, Mikes, Pehrson, Wooldridge and Zehren. Absent: None.

Under Public Forum, Leslie Torkelson asked questions regarding the ad hoc committee.

Norma Hertzler of Grow Forest City presented her report for the Mayor and Council and noted there would be a community garden this year on the West side of the YMCA. The Mayor and Council thanked Ms. Hertzler for her report.

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

1. Agenda (5/6/19)
2. Council Minutes (4/15/19 & 5/1/19)
3. Board & Committee Minutes, as follows:
 - a. Airport Commission (4/9/19)
 - b. Library Board (3/14/19, 3/20/19, 4/3/19)
 - c. Heritage Park (4/16/19)
 - d. Housing Commission (4/30/19)
 - e. IMFOA Report – Barb
 - f. IMFOA Report – Val
 - g. Park Board (4/15/19)
 - h. Street Committee (4/22/19)
 - i. Safety Committee (4/23/19)
 - j. Boman Fine Arts Center (4/25/19)
 - k. Chamber Director Report (4/17/19)
 - l. Economic Development Director Report (April 2019)
 - m. Grow Forest City Director Report (April 2019)
 - n. Historic Preservation (4/23/19)
- 1) Approve Checks from Hanson Foundation to:
 - a. Pucker Brush Committee - \$10,000
 - b. North Iowa Karting Club - \$3,600
 - c. Forest City Economic Development - \$20,000
- 2) List of Claims
- 3) Approve Licenses & Permits
 - a. Class C Beer Permit for Goldy's
 - b. Tobacco Permit for Mobile Marketing Solutions

Motion carried unanimously.

Doug Foreshoe, AIA, of Bergland & Cram was present at the meeting to discuss the services they will provide for the proposed new library. They are requesting approval of their contract, which is in two phases. Phase I is a lump sum fee of \$15,000 to create a preliminary building program and conceptual design for the new library. Phase II is a fee of 8.35% of construction costs to create the construction documents, assist with bidding of the project, construction administration, and warranty walk-through. Moved by Wooldridge, seconded by Mikes, to approve the contract with Bergland & Cram for services for the new library. Motion carried unanimously.

The Mayor and Council discussed the new library roof repair. Moved by Holland, seconded by Mikes, to table this item to allow Bergland & Cram to get additional costs for a proposal to present at the next Council meeting. Motion carried unanimously.

Moved by Zehren, seconded by Holland, to approve Pay Request #2 in the amount of \$14,631.63 to Heartland Asphalt Inc., Mason City, for work on the 2018 Street & Utility Improvements Project. Motion carried unanimously.

Councilmember Davis introduced Resolution 18-19-66, A RESOLUTION APPROVING THE CITY BUDGET AMENDMENT AND CERTIFICATION RESOLUTION – FY 2019 – AMENDMENT #1 and moved its adoption, which was seconded by Councilmember Mikes. Roll call vote – all ayes. Whereupon the Mayor declared Resolution 18-19-66 duly adopted.

Councilmember Wooldridge introduced the second 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 Holland seconded the motion. Roll call vote – all ayes. This represents the second reading of Ordinance No. 793.

Councilmember Zehren introduced the second 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 Davis seconded the motion. Roll call vote – all ayes. This represents the second reading of Ordinance No. 796.

Councilmember Mikes introduced the second 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 Wooldridge seconded the motion. Roll call vote – all ayes. This represents the second reading of Ordinance No. 797.

Councilmember Holland introduced the second 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 Zehren seconded the motion. Roll call vote – all ayes. This represents the second reading of Ordinance No. 798.

Water/Wastewater Superintendent Kevin Reicks asked the Council to accept the Sewer Lining Proposal in the amount of \$26,187.50 from Visu-Sewer, Mason City, Iowa, for the intersection of Park Street and South 6th Street. Moved by Davis, seconded by Wooldridge, to approve the proposal. Motion carried unanimously.

The Mayor and Council discussed nuisance abatements and action to be taken, as follows:

- Moved by Mikes, seconded by Wooldridge, to proceed with a search warrant and 657(a) filing for the property at 645 West O Street, per City Attorney Bakke. This is an abandoned property with no utilities. Motion carried unanimously.
- Moved by Zehren, seconded by Buffington, to approve sending a letter via the Sheriff's Department to 245 West B Street. The owner will be given 30 days to clean up this property or receive a municipal infraction. Motion carried unanimously.
- Moved by Buffington, seconded by Zehren, to approve sending a letter via the Sheriff's Department to 506 South 6th Street. The owner will be given 30 days to clean up this property or receive a municipal infraction. Motion carried unanimously.

Councilmember Davis introduced the first reading of Ordinance No. 799, AN ORDINANCE AMENDING CHAPTER 65 OF THE CODE OF ORDINANCES, FOREST CITY, IOWA, BY ADDING A PORTABLE STOP SIGN AT THE INTERSECTION OF SCHOOL STREET AND I STREET, WITHIN THE CITY OF FOREST CITY, IOWA, and moved its adoption. Councilmember Wooldridge seconded the motion. Roll call vote – all ayes. The YMCA will move the stop sign out one hour before school and take it back in one hour after school. Councilmember Wooldridge moved that the rule requiring said ordinance to be read on three different days be dispensed with. Councilmember Mikes seconded the motion. Roll call vote – all ayes. Councilmember Mikes moved that Ordinance No. 799 now be adopted. Councilmember Wooldridge seconded the motion. Roll call vote – all ayes. Whereupon Mayor Ruitter declared Ordinance No. 799 duly adopted.

City Administrator Barbara Smith noted that Banker's Trust had sold out to UMB Bank, which affects the City's bonds and payments. Councilmember Holland introduced Resolution 18-19-67, A RESOLUTION CONSENTING TO ASSIGNMENT OF TRUSTEE AGENT AGREEMENTS; ESCROW AGENT AGREEMENTS; AND/OR PAYING AGENT AND REGISTRAR AND TRANSFER AGENT AGREEMENTS AND ACKNOWLEDGEMENT OF ASSIGNMENT and moved its adoption, which was seconded by Councilmember Zehren. Roll call vote – all ayes. Whereupon the Mayor declared Resolution 18-19-67 duly adopted.

Moved by Pehrson, seconded by Mikes, to set the fine for properties in violation of Ordinance No. 97.01 (Sump Pumps) at \$100.00 per day. Sump pump hoses must be a minimum of 8' from the curb and 3' from impervious surfaces such as sidewalks. Motion carried, with Wooldridge voting nay.

Moved by Buffington, seconded by Davis, to approve the purchase of a 2019 Chevy Tahoe in the amount of \$27,000 from Forest City Auto after trade-in of a 2010 Chevy Impala and 2009 Chevy Trailblazer. Motion carried unanimously.

Mayor Ruitter asked that it be noted in the minutes of the following payroll changes:

- Josh Douglas (Police Officer) – Longevity Increase (10 years' service)
- Todd Spooner, Jr. (Police Officer) – ILEA Certification (\$21.62/hr.)
- Steve Schulze (Sanitation Operator) – New Hire (\$18.53/hr.)
- Ricky Folkerts – Promotion to Street & Sanitation Float (\$21.28/hrs.)
- Joe Langfald – Promotion to Street Laborer (\$23.10/hr.)
- Avery Hinderaker – Promoted to Sanitation Foreman (\$19.41/hr.)

The following invoices were approved for payment:

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ADVANCED DOOR SYSTEMS	PARTS/LABOR	529.74
ADVANCED SYSTEMS	YEARLY SUPPORT	196.00
ADVANCED SYSTEMS	MAINTENANCE	46.60
ADVANCED SYSTEMS	LEASE PAYMENT	83.04
AMERICAN FAMILY LIFE	GROUP INS PAYABLE	1,533.01
ATLANTIC BOTTLING COMPANY	CIVIC AUD CONCESSIONS	64.24
AUTOMATIC SYSTEMS CO.	LIFT STATION REPAIR	1,737.50
STEVEN BAKKE	CONSUL/PROF FEES	6,288.43
BEAR CREEK GOLF COURSE	GOLF MEMBERSHIP	204.22
BEN NORDSKOG	HOUSING REHAB #3	2,500.00
BLACKBURN	MARKING PAINT & WAND	199.40
BLUE CROSS-BLUE SHIELD	GROUP INS PAYABLE	2,442.72
BMC AGGREGATES LC	ROADSTONE	1,695.92
BOMGAARS SUPPLY	MISC SUPPLIES	54.93
BOMGAARS SUPPLY	MISC SUPPLIES	564.38
C & D OIL SERVICES	FILTERS	50.00
CENTRAL IA DISTRIBUTING	MISC SUPPLIES	130.00
CITY OF FOREST CITY	CASTER WHEELS	80.00
CITY OF FOREST CITY	CLOSE BANK ACCOUNT	728,854.18
COLLECTION SERVICE CENTER	CHILD SUPPORT	314.30
COLLECTION SERVICE CENTER	CHILD SUPPORT	314.30
COMPUTER SYSTEMS UNLIMITED	SERVICE	477.45
CONTINENTAL RESEARCH	MISC SUPPLIES	367.39
DGR ENGINEERING	PHASE 1B DISTRIB IMPRV	37,135.00
EFTPS	FED/FICA TAX	22,981.97
EFTPS	FED/FICA TAX	23,542.75
F C CHAMBER OF COMMERCE	REBATE/C SEBASTIAN	100.00
F C CHAMBER OF COMMERCE	HANSON FOUNDATION/PUCKERBRUSH	10,000.00
F C ECON DEVEL CORP	GROW/INVEST-HANSON FOUNDATION	20,000.00
F C EMPLOYEE ASSN	FLOWER FUND	40.00
F C MUN UTILITIES	UTILITIES	11,083.72
FARM & CITY INSURANCE	INSURANCE RENEWAL	217,200.00
FARUS CONTRACTING	RENT REIMBURSE/TENANT #22	150.00
FARUS CONTRACTING	RENT REIMBURSE/TENANT #27	95.00
FARUS CONTRACTING	RENT REIMBURSE/TENANT #20	95.00
FLETCHER-REINHARDT	ELECTRICAL SUPPLIES	139.10
FOOD & CONSUMER SAFETY BUREAU	RENEWAL APPLICATION	150.00
FOREST CITY VET CLINIC	CANINE SUPPLIES	185.76
G & H MOTOR PARTS	PARTS	50.33
G C DISTRIBUTING	BAGS	1,988.03
BRETT GEELAN	MILEAGE REIMBURSEMENT	40.60
GROVES CONTRACTING	MBT-N BEST & WEST N-S 6TH	6,527.00
STEVE HAUGEN	MEAL REIMBURSEMENT	25.00
HEARTLAND ASPHALT	PAY ESTIMATE #2	14,631.63
HERMEL WHOLESALE	WATER	32.09
NORMA J. GINTHER-HERTZER	SERVICES	1,250.00
NORMA J. GINTHER-HERTZER	SERVICES	1,250.00
HOLIDAY INN DES MOINES AIRPORT	IMFOA CONFERENCE	683.58
HOLLAND CONTRACTING	TIRE REPAIR	120.00
HUSKIE TOOLS, LLC	TOOL REPAIR	385.45
I M F O A	ACADEMY REG/B BURRESS	555.00
IPERS	IPERS PAYABLE	31,698.91
IRBY	PROJECT SUPPLIES	56,565.02
ITRON, INC.	SOFTWARE MAINTENANCE	1,372.80
K.C. NIELSEN, LTD.	OIL & FILTERS	70.58
KNAPPER OIL CO	#2 DIESEL FUEL	50,718.77
DUANE KUHN	UNIFORM ALLOWANCE	182.92

LAHARV CONST	TILE REPAIR/PIPE REPLACEMENT	3,014.83
LINCOLN NATIONAL LIFE INS CO	GROUP INS PAYABLE	2,103.28
LUBE-TECH & PATNERS, LLC	ANALYSIS KITS	150.00
LYLE'S SALES & SERVICE	PARTS	47.00
MARTINEZ PROPERTIES	RENT REIMBURSE/TENANT #30	112.50
MASON CITY RECYCLING	RECYCLING CHARGES	3,988.20
MENARDS	MISC SUPPLIES	175.45
MERCY CLINICS	PRE EMPLOY DRUG SCREEN	24.00
MERCY CLINICS	PRE-EMPLOYMENT PHY	259.00
METERING & TECHNOLOGY SOLUTION	METERS	795.41
METLIFE - GROUP BENEFITS	GROUP INS PAYABLE	246.11
N I A C O G	TRANSIT OPERATION	3,059.82
NELSON PLUMBING & HEAT	SERVICE CALL	179.00
KAREN KOFRON	PIT LIGHT POLES/HANSON FOUND.	3,600.00
NO IA MERCY CLINICS	WORK COMP	148.00
NORTH CENTRAL SALES & SERVICE	STEERING GEAR/UNIT #175	1,512.50
NORTH IA LUMBER & DESIGN	PLYWOOD	80.95
OFFICE DEPOT	OFFICE SUPPLIES	167.53
PETTY CASH	REIMBURSE PETTY CASH	66.05
PHOENIX RENTALS	RENT REIMBURSE/TENANT #26	287.50
PITNEY BOWES	MAINTENANCE	37.26
POWER LINE SUPPLY	PROJECT SUPPLIES	3,421.52
PRESTO-X	SERVICES	86.00
DOUG PRICE	UNIFORM ALLOWANCE	28.45
QUILL CORPORATION	PRINTER	463.23
RESCO	PROJECT SUPPLIES	4,312.07
RIHM KENWORTH	LIGHT ASSEMBLY	82.68
RIVER CITY COMMUNICATIONS	MONTHLY SECURITY	25.00
NORTH AMERICAN BANKING COMPANY	SHREDDING	67.60
SPIRIT TKD, LLC/COBRA SELF DEF	C.O.B.R.A. TRAINING	1,499.00
STREICHER'S	UNIFORMS	39.99
TASC	FLEX PRE-TAX	944.17
TASC	FLEX PRE-TAX	944.17
TEST AMERICA LABORATORIES	TESTING	582.75
THEISS SHIRTS, INC	YOUTH REC SHIRTS	1,742.50
TYLER THOMPSON	MEAL REIMBURSEMENT	25.00
TREAS, ST OF IOWA	STATE TAX	8,205.00
TWEETEN STUMP REMOVAL	STUMP REMOVAL	85.00
U P S	UPS CHARGES	74.29
VALIC	DEF COMP- 457	475.00
VALIC	DEF COMP- 457	475.00
VERIZON	PHONE SERVICE/DEVICE	68.36
VERIZON	PHONE SERVICE	857.31
VERIZON	PHONE SERVICE	36.87
WALLACE,HOLLAND,KASTLER	NPDES PERMIT ASST	1,290.88
WESCO RECEIVABLES CORP.	PROJECT SUPPLIES	196,833.96
WESTECH	ATOMERATOR	13,500.00
Y M C A	YMCA	259.00
TOTAL ACCOUNTS PAYABLE		1,516,252.95
PAYROLL CHECKS		68,778.14
**** PAID TOTAL ****		1,585,031.09
***** REPORT TOTAL *****		1,585,031.09

FUND RECAP:

FUND DESCRIPTION	CLAIMS
GENERAL FUND	904,604.18

GRANT ADMINISTRATION	33,600.00
ROAD USE	36,357.08
TIF	2,260.40
LOW/MOD INCOME	4,289.99
CAP CDBG FUND	615.41
HANSON FINE ARTS CENTER	9,867.96
2018-20 STREET PROJECTS	14,631.63
LIBRARY	80.54
CASEY'S STORE	30.47
WATER	53,938.12
SEWER	42,038.28
ELECTRIC	445,147.08
LANDFILL/GARBAGE	33,860.52
STORM WATER	3,709.43
TOTALS	<u>1,585,031.09</u>

Moved by Wooldridge, seconded by Davis, to adjourn the meeting at 8:58 p.m. Motion carried unanimously.

ATTEST:

Barbara Smith, City Administrator

Byron Ruitter, Mayor