

REGULAR MEETING
June 17, 2019

The City Council of the City of Forest City, Iowa, met in regular session on June 17, 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: Davis, Holland, Mikes, Pehrson, Wooldridge and Zehren. Absent: Buffington.

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

1. Agenda (6/17/19)
2. Council Minutes (6/03/19)
3. Board & Committee Minutes, as follows:
 - a. Housing Committee (6/3/19)
 - b. Safety Committee (6/3/19)
 - c. Parks & Rec Board (6/10/19)
 - d. Airport Commission (6/11/19)
 - e. Heritage Park (6/4/19)
4. List of Claims
5. Class E Liquor License for Sid's Gas & Groceries (pending bond certification & dram shop); Cigarette Permits for Sid's, both Casey's locations, Goldy's, Uptown Liquor, VIP Lounge, Dollar General and HyVee

Ayes all, but Wooldridge abstaining from the vote. Motion carried.

Councilmember Holland led the discussion regarding their meeting with River City Communications, Mason City, Iowa, for cameras at the compost site. The proposed system is guaranteed to identify any misuse at the site for possible prosecution. A fence will also be installed to narrow the site. The total cost for the camera system is \$5,374.00, plus \$1,652.66 for the fence from River City Fence. Moved by Holland, seconded by Wooldridge, to approve this bid from River City Communications. Motion carried unanimously.

Airport Manager Dick Trimble asked the Council to approve Pay Request No. 3 in the amount of \$1,731.50 to Voltmer Inc., Final Retainage for the Airport Rotating Beacon Project. Moved by Davis, seconded by Wooldridge, to approve the pay request. Motion carried unanimously.

Airport Manager Dick Trimble asked the Council to approve Pay Request No. 4 in the amount of \$49,331.53 to Voltmer Inc., for work on the Runway 15/33 Edge Lighting Project. Moved by Zehren, seconded by Mikes, to approve the pay request. Motion carried unanimously.

Councilmember Davis asked the Council to approve closing the streets around the Courthouse on June 22nd from 4-10 p.m. for Relay for Life. Moved by Wooldridge, seconded by Pehrson, to approve this request. Motion carried unanimously.

Councilmember Davis introduced the first reading of Ordinance No. 800, AN ORDINANCE AMENDING SECTION 112.7 AND SECTION 114.07 OF THE CODE OF ORDINANCES, FOREST CITY, IOWA, BY ELIMINATING THE PENALTY FOR IMPRISONMENT WITHIN THE CITY OF FOREST CITY, IOWA, and moved its adoption.

Councilmember Holland seconded the motion. Roll call vote – all ayes. This represents the first reading of Ordinance No. 800.

Councilmember Zehren moved that the rule requiring said Ordinance to be read on three different days be dispensed with. Councilmember Wooldridge seconded the motion. Roll call vote – all ayes.

Councilmember Mikes moved that Ordinance No. 800 now be adopted. Councilmember Davis seconded the motion. Roll call vote – all ayes. Whereupon the Mayor declared Ordinance No. 800 duly adopted.

City Administrator Barbara Smith asked the Council to approve the amendment to the development agreement with Kwik Star to include the land they are purchasing from Pritchard's. Moved by Wooldridge, seconded by Holland, to approve the amendment. Motion carried unanimously.

City Administrator Barbara Smith asked the Council to approve the professional services agreement with WHKS for site plan engineering services for the hotel property. Moved by Zehren, seconded by Mikes, to approve the agreement. Motion carried unanimously.

Moved by Wooldridge, seconded by Pehrson, to approve the Region 2 Transit System Contract. Motion carried unanimously.

City Administrator Barbara Smith asked the Council to approve Amendment No. 1 to the Cottingham & Butler Compensation Agreement. The amendment contains language changes for the employee insurance programs. Moved by Wooldridge, seconded by Pehrson, to approve the amendment. Motion carried unanimously.

Mayor Ruiter asked that it be noted in the minutes that Jason Smith has been hired as an entry paramedic at a base rate of \$19.94, and Ross Miller will be moving from PRN to full-time medic at a base rate of \$21.00.

Councilmember Zehren introduced Resolution 18-19-74, A RESOLUTION APPROVING PAY INCREASES AND BENEFITS FOR CITY EMPLOYEES FOR F.Y. 19-20, and moved its adoption, which was seconded by Councilmember Mikes. Roll call vote – all ayes. Whereupon the Mayor declared Resolution 18-19-74 duly adopted.

Councilmember Holland introduced Resolution 18-19-75, A RESOLUTION APPROVING THE CREATION OF THE FLOWER FUND WITHIN THE CITY OF FOREST CITY, and moved its adoption, which was seconded by Councilmember Davis. This fund is solely funded by employee contributions for employee life events. Roll call vote – all ayes. Whereupon the Mayor declared Resolution 18-19-75 duly adopted.

The Mayor and Council conducted the annual evaluation of City Administrator Barbara Smith. They thanked her for doing an excellent job. Smith thanked the city staff for their help in allowing her to do her job.

Under staff reports, Police Chief Tom Montgomery noted the Police Department pet registration will be held June 29th from 8:00 – 3:00 at the Police Station. Please bring rabies vaccinations and proof of spaying or neutering. Mayor Ruiter noted there will be a Mayor Meet & Greet on Wednesday, June 19th, from 10:30 – 11:30 at the Senior Center.

The following invoices were approved for payment:

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ABSOLUTE WASTE REMOVAL	ROLL OFFS/CLEAN UP DAY	914.41
ADVANCED SYSTEMS	MAINTENANCE/QTR CHARGES	364.45
ADVANCED SYSTEMS	COPIER PAYMENTS/USAGE	105.31
JUERN AKKERMAN	MILEAGE REIMBURSEMENT	193.72
AMERICAN LEGION	FLAGS	80.00
ATLANTIC BOTTLING COMPANY	CONCESSION SUPPLIES	422.80
BANKER'S TRUST	PRINCIPAL/INT/REG FEES	51,475.00
BANKER'S TRUST	PRINCIPAL/INT/REG FEES	272,143.75
BANKER'S TRUST	PRINCIPAL/INT/REG FEES	246,928.75
BANKER'S TRUST	PRINCIPAL/INT/REG FEES	127,271.25
BANKER'S TRUST	PRINCIPAL/INT/REG FEES	229,817.50
BANKER'S TRUST	PRINCIPAL/INT/REG FEES	140,380.00
BANKER'S TRUST	PRINCIPAL/INT/REG FEES	114,835.00
BARCO MUNICIPAL SUPPLY	U CHANNEL POSTS	467.76
BERNAU & SONS, INC.	DUMPTRUCK BOX REPAIR	1,098.98
BILL'S FAMILY FOODS	CONCESSION SUPPLIES	662.44
BILL'S FAMILY FOODS	MISC SUPPLIES	165.72
BLACK HILLS ENERGY	GAS FOR HEAT	3,179.16
BMC AGGREGATES LC	PEA GRAVEL	49.53
BMC AGGREGATES LC	ROADSTONE	965.29
BOMGAARS SUPPLY	MISC SUPPLIES	433.03
BSN SPORTS	SWIM SUPPLIES	500.85
CAMPUS VIEW APARTMENTS	JUNE RENT/S ARMSTRONG	650.00
CANON FINANCIAL SERVICES	LEASE PAYMENT	148.66
CENTRAL IA DISTRIBUTING	MISC SUPPLIES	92.00
CENTRAL IA DISTRIBUTING	TOWELS	268.00
CHRYSLER OF FOREST CITY	LUBE/OIL/FILTER	39.89
CLAPSADDLE GARBER ASSOCIATES	RUNWAY 15/33 LIGHTING	13,817.45
COLLECTION SERVICE CENTER	CHILD SUPPORT	314.30
CONTINENTAL RESEARCH	GLOVES/PADS	491.94
DAIRYLAND POWER CO-OP	PURCHASED ENERGY	142,150.57
DELUXE	CAMPING ENVELOPES	322.99
DIAMOND VOGEL	PAINT	46.64
DOLLAR GENERAL-REGIONS 410526	MISC SUPPLIES	60.53
SUE EDMONDSON	REIMBURSE/POOL LIGHTS	102.06
EFTPS	FED/FICA TAX	23,386.56
ELSMORE SWIM SHOP	SWIM SUPPLIES	1,972.55
EVOQUA WATER TECHNOLOGIES LLC	WIPER SKIMMER	472.60
FAIRBANKS MORSE	REPAIRS #6 ENGINE	2,517.87
FARMER'S CO-OP ASSOC	ROAD SALT	18,995.83
FARUS CONTRACTING	RENT REIMBURSE/TENANT #	150.00
FASTENAL	MISC PARTS	19.27
FIVE STAR SHOP SERVICE	PARTS	363.70
FLETCHER-REINHARDT	SPLIT BOLT CONNECTOR	1,458.41
TERRY FLICK	SHANKS	79.72
FOREST CITY FORD	LUBE/OIL/FILTER	35.45
FOREST CITY VET CLINIC	DOG TAG SCANNER	350.44
JULIENNE FRIDAY	RESTROOM SIGNS	88.00
G & H MOTOR PARTS	PARTS	2,067.23
GALL'S	UNIFORMS	895.96
GRAINGER	PARTS	114.34
GROVES CONTRACTING	140 WESTHAVEN DR	12,950.00
H & S AUTO PARTS	METRIC FLEX SOCKET	326.15

HACH CHEMICAL CO	CHEMICALS	15.29
HAWKINS INC	CHEMICALS	3,220.61
HAWKINS INC	CHEMICALS	2,349.45
HERMEL WHOLESALE	WATER	51.34
NORMA J. GINTHER-HERTZER	SERVICES/6-1-19 CK	1,250.00
HEWETT WHOLESALE INC.	CONCESSION SUPPLIES	537.44
HMR SUPPLIES	STEEL PLATES	451.71
HOLLAND CONTRACTING	TIRE REPAIR	15.00
HOLLAND CONTRACTING	TRAILOR TIRE	29.00
CATHY HUGHES	REFUND/BUILDING PERMIT	25.00
HYGIENIC LAB ACCTS RECEIVABLE	TESTING	1,586.50
IA ASSN OF MUN UTIL	NCISA	1,456.19
IA DEPT OF PUBLIC SAFETY	TERMINAL BILLING	600.00
IOWA FINANCE AUTHORITY	PRINCIPAL/INTEREST	11,405.00
IOWA LEAGUE OF CITIES	MEMBER DUES 2019/2020	2,386.00
IPERS	IPERS PAYABLE	47,976.78
IRBY	PROJECT MATERIALS	15,482.90
JET A USA	JET FUEL	7,945.92
K I O W	MEMORIAL DAY GARBAGE	561.48
K.C. NIELSEN, LTD.	SPRAYER	1,879.10
K.C. NIELSEN, LTD.	MISC PARTS	145.56
KAISER AUTO REPAIR	LUBE/OIL/FILTER	40.31
KNAPPER OIL CO	CONCESSION SUPPLIES	1,328.00
LAHARV CONST	POOL REPAIR	4,627.58
LANDFILL OF NORTH IOWA	LANDFILL CHARGES	6,754.43
JOE LANGFALD	UNIFORM ALLOWANCE	190.40
LEVI LECKRONE	UNIFORM ALLOWANCE	178.64
LINCOLN AQUATICS	POOL SUPPLIES	201.48
LYLE'S SALES & SERVICE	SHARPEN BLADES	47.05
MARTINEZ PROPERTIES	RENT REIMBURSE/TENANT #30	112.50
MATT PARROTT & SONS	LASER UTILITY BILLS	945.80
MCMASTER CARR	PARTS #6 ENGINE	1,483.66
MENARDS	PRESSURE WASHER	466.99
MYRON CORPORATION	PENS	153.71
N I A C O G	TRANSIT OPERATION	2,345.76
NELSON PLUMBING & HEAT	POOL START UP	5,179.83
NELSON PLUMBING & HEAT	CITY HALL AC/SERVICE	410.72
NEW YORK LIFE	GROUP INS PAYABLE	350.12
NORTH IA LUMBER & DESIGN	MISC SUPPLIES	109.70
NU-TEK BUILDERS	CAULK/LABOR	325.00
OFFICE DEPOT	OFFICE SUPPLIES	151.81
PETTY CASH	REIMBURSE PETTY CASH	61.34
PHOENIX RENTALS	RENT REIMBURSE/TENANT #26	287.50
POSITIVE PROMOTIONS	IDENTITY THEFT HANDBOOK	102.95
PRAIRIE ENERGY CO-OP	UTILITIES	120.38
QUILL CORPORATION	OFFICE SUPPLIES	69.96
RECREONICS	POOL SUPPLIES	371.47
KEVIN J REICKS	MEAL REIMBURSEMENT	25.00
RESCO	TRANSFORMER BASES	2,236.53
RHODE ISLAND NOVELTY	CONCESSION SUPPLIES	301.26
RICK BURRESS	ABATEMENT MOWING	75.00
RIVER CITY COMMUNICATIONS	MONTHLY SECURITY	45.00
SCHNEBLY'S 66" "	FUEL	572.45
SID'S	ICE	6.73
SUNDE SERVICES, LLC	DRAINAGE DITCH MOWING	90.00
KEVIN SWANSON	UNIFORM ALLOWANCE	161.52
SWARTZROCK IMPLEMENT CO., INC.	PARTS	117.42
TASC	FLEX PRE-TAX	934.08

TREAS, ST OF IOWA	STATE TAXES	12,634.00
DICK TRIMBLE	SERVICES	4,146.55
U S POST OFFICE	PO BOX RENTAL	120.00
U.S. BANK	CREDIT CHARGES-REWARD DOLLARS	4.11
UMMEG	STS COSTS	16,149.76
UMMEG-RUGBY	RUGBY FARM	22,709.91
UNITY POINT CLINIC	PRE-EMPLOY DRUG SCREEN	42.00
VALIC	DEF COMP- 457	475.00
VISA	CREDIT CARD CHARGES	269.27
VISA	CREDIT CARD CHARGES	772.00
VISA	CREDIT CARD CHARGES	37.48
VISA	CREDIT CARD CHARGES	778.91
VOLTMER	PAY EST #4/RUNWAY LIGHTING	51,063.03
AMY VRIEZE	ASSIST POOL START UP	420.00
WCTA	SERVICES	1,693.97
WESCO RECEIVABLES CORP.	PROJECT MATERIALS	853.60
WHEELER WORLD	PARTS #6 ENGINE	6,263.32
WILLY'S GARAGE	PARTS/LABOR	745.37
TOTAL ACCOUNTS PAYABLE		1,666,734.44
PAYROLL CHECKS		71,202.20
**** PAID TOTAL ****		1,737,936.64
**** REPORT TOTAL ****		1,737,936.64

FUND RECAP:

FUND DESCRIPTION	CLAIMS
GENERAL FUND	193,350.71
ROAD USE	25,916.98
LOW/MOD INCOME	550.00
DEBT SERVICE	560,348.75
LIBRARY	73.94
WATER	15,111.38
SEWER	135,158.55
ELECTRIC	774,712.77
LANDFILL/GARBAGE	18,986.42
STORM WATER	13,727.14
TOTALS	<u>1,737,936.64</u>

MONTHLY FUND RECAP (May 2019)

FUN	DESCRIPTION	RECEIPTS
D		
001	General	\$ 942,568.95
004	Park Improvement	\$ 500.00
007	Housing	\$ 500.00
110	Road Use	\$ 50,043.31
112	Employee Benefits	\$ 39,498.71
119	Emergency	\$ 2,956.07
121	Local Option Sales Tax	\$ 34,933.95
125	TIF	\$ 48,381.63
127	Low/Mod Income	\$ 1,146.85
200	Debt Service	\$ 46,059.83
600	Water	\$ 64,283.52
610	Sewer	\$ 78,761.84
630	Electric	\$ 456,177.64
670	Landfill/Garbage	\$ 44,144.28

740	Storm Sewer	\$	11,928.53
	TOTAL ALL FUNDS	\$	1,821,885.11

May 2019 Net Salaries 216,848.97

Moved by Davis, seconded by Wooldridge, to adjourn the meeting at 8:10 p.m. Motion carried unanimously.

ATTEST:

Barbara Smith, City Administrator

Byron Ruitter, Mayor