

**REGULAR MEETING**  
**July 15, 2019**

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

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

1. Agenda (7/15/19)
2. Council Minutes (7/1/19)
3. Board & Committee Minutes, as follows:
  - a. Heritage Park (7/2/19)
  - b. Street Committee (7/1/19)
  - c. Housing Committee (7/1/19)
  - d. Parks & Rec (7/8/19)
  - e. Airport Commission (7/9/19)
  - f. Landfill of North Iowa (6/11/19)
4. List of Claims
5. Class B Beer license for The Paddler's Tap – Sunday Permit

Motion carried unanimously.

Airport Manager Dick Trimble asked the Council to approve Pay Request No. 5 in the amount of \$4,104.67 to Voltmer Inc., Decorah, Iowa, for work on the Reconstruct Runway 15/33 Edge Lighting Project, which is now complete. Moved by Zehren, seconded by Pehrson, to approve the Pay Request. Motion carried unanimously.

Councilmember Mikes introduced Resolution No. 19-20-05, A RESOLUTION AUTHORIZING THE CITY CLERK TO TRANSFER FUNDS and moved its adoption. Councilmember Zehren seconded the motion to adopt. Roll call vote – all ayes. Whereupon the Mayor declared the resolution duly adopted.

City Administrator Barbara Smith asked the Council to approve a letter of intent from the Forest City Chamber of Commerce for the proposed new visitor's center. Moved by Mikes, seconded by Holland, to approve the letter of intent. Motion carried unanimously.

Councilmember Buffington introduced Resolution No. 19-20-06, A RESOLUTION SETTING THE TIME AND PLACE FOR A PUBLIC HEARING ON THE TRANSFER OF A PORTION OF PROPERTY IN LOTS FIVE (5) AND SEVENTEEN (17) IN SUB-DIVISION OF THE SOUTHWEST QUARTER (SW ¼) OF SECTION TWENTY-FIVE (25), TOWNSHIP NINETY-EIGHT (98) NORTH, RANGE TWENTY-FOUR (24), WEST OF THE FIFTH PRINCIPAL MERIDIAN, WINNEBAGO COUNTY, IA NOT TO EXCEED MORE THAN THREE ACRES TO BE SURVEYED AT A LATER DATE TO RODGER BELL OR HIS ASSIGNS. SAID HEARING IS TO BE HELD ON AUGUST 5, 2019, AT 7:00 P.M. IN THE COUNCIL CHAMBERS OF CITY HALL, FOREST CITY, IOWA, and moved its adoption. Councilmember Pehrson seconded the motion to adopt. Roll call vote – all ayes. Whereupon the Mayor declared the resolution duly adopted.

Electric Department Manager Duane Kuhn asked the Council to authorize UMMEG to pay Dairyland for upgrades from the Future Additions Account in the amount of \$120,015.00 (\$118,518.00 future additions plus gross receipts tax of \$1,497.00). Moved by Buffington, seconded by Holland, to give authorization. Motion carried unanimously.

Councilmember Pehrson introduced the first reading of Ordinance No. 801, AN ORDINANCE AMENDING CHAPTER 106 OF THE CODE OF ORDINANCES, FOREST CITY, IOWA, BY INCREASING COLLECTION FEES FOR THE DISPOSAL OF RECYCLING PRODUCTS and moved its adoption. Councilmember Pehrson seconded the motion. Roll call vote – all ayes. Recycling fees will increase by \$1.00 and will now be \$4.00 per month. This represents the first reading of Ordinance No. 801. The second reading of Ordinance No. 801 will be at the August 5<sup>th</sup> Council meeting.

City Administrator Barbara Smith asked the Council to approve Change Order No. 2 in the amount of \$13,857.70 to Heartland Asphalt for work on the 2018 Street & Utility Improvements Project. This increase is for eliminating a previously proposed sidewalk and replacing with a 16' paved width to the West side of South 11<sup>th</sup> Street to provide parking for the Boman Fine Arts Center. Moved by Buffington, seconded by Zehren, to approve the Change Request. Motion carried unanimously.

City Administrator Barbara Smith asked the Council's permission to abate the following nuisances, as the property owners have not complied with correcting the violations at the following properties:

- 335 West K Street – Moved by Pehrson, seconded by Mikes, authorizing the cutting down of weed growth in the yard. Motion carried unanimously.
- 126 Winnebago Way – Moved by Pehrson, seconded by Mikes, authorizing the removal of debris in the yard. Motion carried unanimously.
- 446 West G Street – Moved by Zehren, seconded by Pehrson, authorizing the Sanitation Department's removal of junk and debris in the yard. Motion carried unanimously.

Councilmember Mikes introduced Resolution No. 19-20-07, A RESOLUTION APPROVING THE TRANSFER OF SUPERVISORY POWER OVER CITY PARAMEDICS FROM THE CITY ADMINISTRATOR TO THE MAYOR and moved its adoption. Councilmember Pehrson seconded the motion to adopt. Roll call vote – all ayes. Whereupon the Mayor declared the resolution duly adopted.

Under Public Forum, Leslie Torkelson asked the Council to promote dam mitigation at Pammel Park. City Administrator Barbara Smith encouraged Ms. Torkelson to attend the next Park Board Meeting, which is scheduled for 8/12/19 at 5:30 p.m., as the Park Board governs the dam litigation.

Moved by Zehren, seconded by Pehrson, to enter into closed session under Iowa Code 21.5(c) to discuss strategy with Council in matters that are presently in litigation or where litigation is imminent, where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. The Council entered closed session at 7:57 p.m. The Council re-opened the meeting at 8:15 p.m. and took the following action:

Mayor Ruiter and the Council thanked Sarah Keely of Bakke Law Office for her update during closed session.

The following invoices were approved for payment:

**CLAIMS REPORT**

<b>VENDOR</b>	<b>REFERENCE</b>	<b>AMOUNT</b>
ACCESS SYSTEMS	QUARTERLY CHARGES	508.08
ADVANCED SYSTEMS	MAINTENANCE	46.60
ADVANCED SYSTEMS	COPIER PAYMENT	86.43
AMERICAN FAMILY LIFE	GROUP INS PAYABLE	1,187.86
ARAMARK	LAUNDRY SERVICE	181.08
ATLANTIC BOTTLING COMPANY	CONCESSIONS	270.40
BLACK HILLS ENERGY	GAS FOR HEAT	1,822.14
BMC AGGREGATES LC	ROADSTONE	1,013.37
BOMGAARS SUPPLY	MISC SUPPLIES	533.04
CAMPUS VIEW APARTMENTS	JULY RENT/S ARMSTRONG	650.00
CANON FINANCIAL SERVICES	LEASE PAYMENT	148.66
CENTRAL IA DISTRIBUTING	MISC SUPPLIES	173.00
CENTRAL IA DISTRIBUTING	MISC SUPPLIES	179.50
CLAPSADDLE GARBER ASSOCIATES	RUNWAY 15/33 LIGHTING	2,172.88
CLEAR LAKE SANITARY DISTRICT	TESTING	121.00
COLLECTION SERVICE CENTER	CHILD SUPPORT	314.30
COMPUTER SYSTEMS UNLIMITED	PDF PRO INSTALL	55.00
D & D SALES	DEE/VAL/UNIFORM ALLOWANCE	111.96
DAIRYLAND POWER CO-OP	PURCHASED ENERGY	171,670.15
DECKER'S SPORTING GOODS	YOUTH REC SUPPLIES	746.41
DIAMOND VOGEL	PAINT	216.00
DOLLAR GENERAL-REGIONS 410526	MISC SUPPLIES	21.70
EDDY'S GLASS & DOOR	DOOR PULLS	104.34
EFTPS	FED/FICA TAX	25,602.26
ELSMORE SWIM SHOP	SWIM SUPPLIES	46.85
EMC INSURANCE	WORK COMP DEDUCTABLE	250.00
F C AMBULANCE	UNIFORMS/R MILLER	316.96
F C CHAMBER OF COMMERCE	FY 2020 CHAMBER FUNDING	7,000.00
FARMER'S CO-OP ASSOC	PREPAY LP	3,150.00
FARMER'S CO-OP ASSOC	FUEL	6,381.99
FLETCHER-REINHARDT	PROJECT MATERIALS	4,458.32
FOREST CITY FORD	LUBE/OIL/FILTER	35.45
FOREST CITY HOMES	RENT REIMBURSE/TENANT #31	162.50
FOREST CITY ROTARY CLUB	MEALS/DUES/B SMITH	135.50
FOREST CITY VET CLINIC	CANINE SUPPLIES	39.00
G & H MOTOR PARTS	PARTS	2,231.89
GREEN CANOPY	KYBO RENTALS	410.94
HART BROTHERS SO LLC	GUNS	440.00
HAWKINS INC	CHEMICALS	4,351.47
HAWKINS INC	CHEMICALS	2,334.45
NORMA J. GINTHER-HERTZER	SERVICES	1,300.00
HMR SUPPLIES	TANK WELDING #6	42.50
HOLLAND CONTRACTING	TIRE REPAIR	16.00
HOLLAND CONTRACTING	TIRE REPAIR	25.00
HYGIENIC LAB ACCTS RECEIVABLE	TESTING	13.00
HYGIENIC LAB ACCTS RECEIVABLE	TESTING	1,011.50
SIMMERING-CORY/IA CODIFICATION	ONLINE CODE/WEB HOSTING RENEWA	450.00
IOWA DEPT OF NATURAL RESOURCES	ANNUAL WATER SUPPLY FEE	474.82
IOWA WORKFORCE DEVELOPMENT	UNEMP INS PAYABLE	662.93
IPERS	IPERS PAYABLE	32,723.47
K I O W	HOUSING COMM MEETING	271.80
K.C. NIELSEN, LTD.	PARTS	498.36
K.C. NIELSEN, LTD.	MOWER PARTS	181.72
KAISER AUTO REPAIR	LUBE/OIL/FILTER	41.30
KNAPPER OIL CO	WATER	11.98
LAHARV CONST	ST PATCH - DJAC	2,826.02

LANDFILL OF NORTH IOWA	LANDFILL CHARGES	5,208.64
LINCOLN AQUATICS	POOL SUPPLIES	248.04
LINCOLN NATIONAL LIFE INS CO	GROUP INS PAYABLE	2,356.45
LUBE-TECH & PATNERS, LLC	ENGINE OIL #6	3,134.52
LYLE'S SALES & SERVICE	CHAINS	44.32
LYLE'S SALES & SERVICE	PARTS/SERVICE	50.19
MASON CITY RECYCLING	RECYCLING CHARGES	3,988.20
MATT PARROTT & SONS	ENVELOPES	1,206.41
MID AMERICAN RESEARCH CHEMICAL	GLOVES	139.07
MIDWEST EQUIPMENT SALES	RUBBER TRACK PADS	2,482.00
MTI DISTRIBUTING INC	PARTS	118.03
N I A C O G	MEMBERSHIP DUES FY '20	3,237.78
NELSON PLUMBING & HEAT	GAS COMP SERVICE WORK	95.00
NEUTRON INDUSTRIES	POOL SUPPLIES	183.60
NEW YORK LIFE	GROUP INS PAYABLE	350.12
NO IA MEDIA GROUP	ADV/LEGAL PUBLICATIONS	1,520.24
NO IA MERCY CLINICS	PRE EMPLOY PHY/PARAMEDICS	311.00
OFFICE DEPOT	OFFICE SUPPLIES	15.49
MEDCO SUPPLY COMPANY	MISC SUPPLIES	155.10
PHOENIX RENTALS	RENT REIMBURSE/TENANT #21	137.50
PRESTO-X	SERVICES	90.00
RECREONICS	FREIGHT CHARGES	359.21
RESCO	MARKING FLAGS	232.12
RICK BURRESS	ABATEMENT MOWING	30.00
RIHM KENWORTH	FUEL FILTER	122.16
RIVER CITY COMMUNICATIONS	ANNUAL SECURITY	477.00
SCHNEBLY'S 66" "	FUEL	717.65
SID'S	ICE	13.46
SISCO	JUNE PREMIUM	34,656.26
SISCO	JUNE 28TH CLAIMS	82.78
STREICHER'S	UNIFORMS	17.98
TASC	FLEX DEP CARE	1,027.83
TREAS, ST OF IOWA	STATE TAXES	8,376.00
DICK TRIMBLE	SERVICES	4,154.49
UMMEG	STS COSTS	18,131.98
UMMEG-RUGBY	RUGBY FARM	18,147.36
UNITY POINT CLINIC	PRE-EMPLOY DRUG SCREEN	42.00
UTILITY EQUIP CO	MISC PARTS	393.63
VALIC	DEF COMP- 457	475.00
VERIZON	PHONE SERVICE	828.25
VERIZON	PHONE SERVICE/DEVICE	68.36
VISA	CREDIT CARD CHARGES	269.15
VISA	CREDIT CARD CHARGES	97.00
VOLTMER	PAY EST #5/RUNWAY LIGHTING	4,104.67
WATCHGUARD VIDEO	CAR CAMERA/INSTALL	5,700.00
WCTA	SERVICES	1,780.96
WESCO RECEIVABLES CORP.	PROJECT MATERIALS	1,383.51
Y M C A	CHILDCARE PROGRAM SUPPORT	25,000.00
TOTAL ACCOUNTS PAYABLE		431,992.39
PAYROLL CHECKS		85,011.22
**** PAID TOTAL ****		517,003.61
***** REPORT TOTAL *****		517,003.61

## FUND RECAP:

FUND DESCRIPTION

CLAIMS

GENERAL	149,271.39
ROAD USE	11,296.30
TIF	25,000.00
LOW/MOD INCOME	300.00
LIBRARY	22.74
WATER	17,725.88
EWER	24,646.45
ELECTRIC	264,109.24
LANDFILL/GARBAGE	21,768.33
STORM WATER	2,863.28
TOTALS	<u>517,003.61</u>

Moved by Zehren, seconded by Pehrson, to adjourn the meeting at 8:18 p.m. Motion carried unanimously.

ATTEST:

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Barbara Smith, City Administrator

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Byron Ruitter, Mayor