

REGULAR MEETING
August 19, 2019

The City Council of the City of Forest City, Iowa, met in regular session on August 19, 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, Wooldridge and Zehren. Absent: None.

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

1. Agenda (8/19/19)
2. Council Minutes (8/05/19)
3. Board & Committee Minutes, as follows:
 - a. Heritage Park (8/6/19)
 - b. Parks & Recreation Board (8/12/19)
 - c. Airport Commission (8/13/19)
4. Approval to purchase a 7' x 12' trailer for the Water/Wastewater Department - \$1,950
5. List of Claims

Motion carried, with Wooldridge abstaining.

City Attorney Steve Bakke welcomed Roger Bell and Brett Venteicher of Forest City Hospitality, LLC and presented a proposed development agreement, memo from Siegrist, Jones & Bakke Law Office, and a proposed Tax Increment Financing Plan for the hotel project. Bakke lead the discussion about amending the TIF Plan for the NE TIF Area to include a rebate agreement for Forest City Hospitality. He also went over the Development Agreement with Forest City Hospitality and discussed the next steps. The next step is to have City Administrator Barbara Smith hold consultation hearings with the County and the School about the amended TIF plan. The City Council will set a public hearing date on September 3, 2019, to have a public hearing on September 16th to amend the TIF plan. Once the TIF plan is amended, the development agreement can be passed and the City can then transfer the property for the hotel to Forest City Hospitality, LLC. No action was taken on this discussion.

Airport Manager Dick Trimble asked the Council to approve the following items from Voltmer, Inc., Decorah, Iowa, for the Reconstruct Runway 15/33 Edge Lighting Project.

- Moved by Zehren, seconded by Davis, to approve Change Order No. 1, a credit in the amount of \$7,135.38 due to coming in under budget. Motion carried unanimously.
- Moved by Zehren, seconded by Mikes, to approve Pay Request No. 6 in the amount of \$2,462.80. Motion carried unanimously.
- Moved by Zehren, seconded by Pehrson, to approve Pay Request No. 7 – Final in the amount of \$9,469.51. Motion carried unanimously.

Councilmember Zehren introduced Resolution No. 19-20-10, A RESOLUTION ACCEPTING THE ENGINEER'S STATEMENT OF COMPLETION FOR THE RECONSTRUCT RUNWAY 15/33 EDGE LIGHTING PROJECT FOR THE FOREST CITY MUNICIPAL AIRPORT, FOREST CITY, IOWA, and moved its adoption. Councilmember Holland seconded the motion to adopt. Roll call vote – all ayes. Whereupon the Mayor declared the resolution duly adopted.

Keila & Andy Buffington were presented at the meeting to request closing Clark Street from the alley south of Paddler’s Tap to K Street on August 24th (2:00 p.m. to 10 p.m.), September 27th (4:00 p.m. to 10:00 p.m.), and October 19th (12:00 p.m. to 10:00 p.m.). The Street Department will provide cones to block off this area. Moved by Davis, seconded by Holland, to approve the Buffington’s request. Motion carried unanimously.

Deputy Clerk Valerie Monson presented training information on the Return to Work Program for the City of Forest City’s Work Comp Program to the Mayor and Council, as they fall under the work comp policy for the City of Forest City. No action was taken on this discussion.

Councilmember Davis introduced Resolution No. 19-20-11, A RESOLUTION APPROVING THE 2019 REVISED JOB DESCRIPTIONS FOR CITY OF FOREST CITY EMPLOYEES and moved its adoption. Councilmember Pehrson seconded the motion to adopt. Roll call vote – all ayes. Whereupon the Mayor declared the resolution duly adopted.

Moved by Pehrson, seconded by Mikes, to approve increasing the credit card limit for the City Administrator to \$5,000. Motion carried unanimously.

The Mayor and Council discussed a nuisance abatement at 506 West K Street. Certified letters were sent, but the vegetation and junk has not been taken care of. Moved by Davis, seconded by Pehrson, to have the Street Department abate the junk and then have the nuisance abatement mower clean up the property. The costs for cleanup will be assessed to the property owner. Motion carried unanimously.

No one spoke under public forum.

The following invoices were approved for payment:

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
AHLERS & COONEY PC	SEMINAR REG/B SMITH	30.00
ATLANTIC BOTTLING COMPANY	CONCESSIONS	359.40
BERNAU & SONS, INC.	DUMPTRUCK BOX REPAIR	1,098.98
BLACK HILLS ENERGY	GAS FOR HEAT	1,405.13
BLACKBURN	MARKING PAINT	391.22
BMC AGGREGATES LC	CONCRETE SAND	940.19
BOMGAARS SUPPLY	MISC SUPPLIES	59.78
BORDER STATES ELECTRIC	ELECTRICAL SUPPLIES	3,802.35
CITY OF FOREST CITY	APPLY TO ACCT 9-3932-2	30.00
CLAPSADDLE GARBER ASSOCIATES	RUNWAY 15/33 LIGHTING	5,116.80
CLEVELAND LAWN CARE & SERVICES	TREE WORK	312.50
COLLECTION SERVICE CENTER	CHILD SUPPORT	314.30
CONTINENTAL RESEARCH	MISC SUPPLIES	137.02
CONTINENTAL RESEARCH	BLUE THUNDER	709.52
D & D SALES	SERVICES	48.00
DAIRYLAND POWER CO-OP	PURCHASED ENERGY	214,415.14
DECKER'S SPORTING GOODS	YOUTH BASEBALL PANTS	28.65
DELUXE	DEPOSIT TICKETS	42.17
DOLLAR GENERAL-REGIONS 410526	MISC SUPPLIES	22.25
EFTPS	FED/FICA TAX	26,182.53
ELLIOTT EQUIPMENT	LATCHER ARM STEP	420.44
ENVIRONMENTAL RESOURCE ASSOC	TESTING	488.83
F C CHAMBER OF COMMERCE	REBATE/ R PAULSON	620.00

F C ECON DEVEL CORP	FY2020 IND MARKETING PLAN	115,048.00
FAIRBANKS MORSE	REPAIR #6 ENGINE	23,320.92
FARMER'S CO-OP ASSOC	FUEL	7,917.36
KRISTI FELDMAN	RENTAL REIMBURSEMENT	200.00
FLETCHER-REINHARDT	ELECTRICAL SUPPLIES	1,260.90
FOREST CITY FORD	LUBE/OIL/FILTER	57.91
FOREST CITY HOMES	RENT REIMBURSE/TENANT #31	162.50
FOREST CITY VET CLINIC	CANINE SUPPLIES	104.88
G & H MOTOR PARTS	PARTS	63.17
G & H MOTOR PARTS	PARTS	1,330.32
GARNER LUMBER & SUPPLY	MISC SUPPLIES	69.33
GEMS SENSORS INC.	SITE GLASS LEVEL INDICATOR	1,011.76
GOV OFFICE WEB SOLUTIONS	WEBSITE HOSTING/LICENSE	3,490.00
GROW FOREST CITY	SWIM MEET PROGRAMS	120.00
HAWKINS INC	CHEMICALS	2,933.42
HERMEL WHOLESALE	WATER	84.19
NORMA J. GINTHER-HERTZER	SERVICES	1,300.00
HEWETT WHOLESALE INC.	CONCESSIONS	417.96
HOLLAND CONTRACTING	BALL JOINTS/ALIGNMENT	1,055.00
HY-VEE ACCOUNTS RECEIVABLE	SWIM MEET SUPPLIES	799.86
HYGIENIC LAB ACCTS RECEIVABLE	TESTING	13.50
HYGIENIC LAB ACCTS RECEIVABLE	TESTING	414.50
IA ST FIRE MARSHAL DIVISION	FY20 TANK REGISTRATION	40.00
INTERSTATE MOTOR TRUCKS	LIGHT SWITCH MODULE	279.07
IRBY	ELECTRICAL SUPPLIES	1,802.95
K I O W	ASST CEMETERY SEXTON	561.72
K.C. NIELSEN, LTD.	MOWER PARTS	224.98
K.C. NIELSEN, LTD.	MOWER PARTS	543.54
KNAPPER OIL CO	CONCESSIONS	750.00
LANDFILL OF NORTH IOWA	LANDFILL CHARGES	6,005.30
LAVERNE BRUE TRUST	PARTIAL HANGER RENT REFUND	180.00
LINCOLN AQUATICS	POOL SUPPLIES	952.50
LINCOLN NATIONAL LIFE INS CO	GROUP INS PAYABLE	2,579.51
LYLE'S SALES & SERVICE	PARTS	96.58
M O C I C	REG/BARTLESON/DOUGLAS	450.00
MAGNUM ELECTRONICS, INC	NARCAN HOLDERS	230.09
MANUFACTURER'S BANK	RENT REIMBURSE/TENANT #29	187.50
MASON CITY RECYCLING	RECYCLING CHARGES	1,635.40
MCMASTER CARR	PRESSURE TEST GAUGE	132.75
DENNIS MELING	SWIM TEAM BUS DRIVER	307.50
MENARDS	MATERIAL FOR SIGNS	1,706.36
N I A C O G	TRANSIT OPERATION	2,028.33
NELSON PLUMBING & HEAT	PARTS/LABOR	135.02
NELSON PLUMBING & HEAT	PARTS/SERVICE	724.20
NEUTRON	MISC SUPPLIES	178.60
NEW YORK LIFE	GROUP INS PAYABLE	350.12
NO IA MEDIA GROUP	JULY MEETING CLAIMS	788.45
NORTH CENTRAL LABS	TESTING SUPPLIES	204.99
NORTH CENTRAL SALES & SERVICE	PARTS/SERVICE ELGIN SWEEPER	774.11
NORTH IA LUMBER & DESIGN	LUMBER	161.89
NORTH IA LUMBER & DESIGN	CONCRETE MIX	19.20
NOVELTY MACHINE	SEALS/#6 ENGINE PUMP	547.69
OFFICE DEPOT	OFFICE SUPPLIES	841.49
OFFICE DEPOT	OFFICE SUPPLIES	32.03
MIKE PEDERSEN	POOL PARTY DJ SERVICE	350.00
PRAIRIE ENERGY CO-OP	UTILITIES	77.89
PRESTO-X	SERVICES	90.00
QUILL CORPORATION	INK	160.23
RADAR ROAD TEC	RADAR CERTIFICATION	175.00
RESCO	PROJECT MATERIALS	9,691.83

RICK BURRESS	ABATEMENT MOWING	75.00
RIHM KENWORTH	GASKET	9.33
RIVER CITY COMMUNICATIONS	MONTHLY SECURITY	70.00
SCHNEBL'S 66" "	FUEL	820.19
SID'S	ICE	33.65
TASC	FLEX PRE-TAX	934.08
TORKELSON PLUMBING	INSTALL NEW WATER SERVICE	442.87
DICK TRIMBLE	SERVICES	4,147.93
TWEETEN STUMP REMOVAL	STUMP REMOVAL	790.00
UMMEG	STS COSTS	22,038.07
UMMEG-RUGBY	RUGBY FARM	12,245.36
UNITY POINT CLINIC	PRE-EMPLOY/RANDOM DRUG SCREENS	126.00
VALIC	DEF COMP- 457	475.00
VERIZON	PHONE SERVICE/DEVICE	68.36
VISA	CREDIT CARD CHARGES	63.11
WCTA	SERVICES	1,717.52
WESCO RECEIVABLES CORP.	PROJECT MATERIALS	763.98
WINNEBAGO HISTORICAL SOCIETY	ANNUAL SUPPORT	7,000.00
WINNEBAGO COUNTY TREASURER	PROPERTY TAXES	15,953.92
TOTAL ACCOUNTS PAYABLE		521,921.87
PAYROLL CHECKS		84,892.72
**** PAID TOTAL ****		606,814.59
**** REPORT TOTAL ****		606,814.59

FUND RECAP:

FUND DESCRIPTION	CLAIMS
GENERAL	103,703.47
DRUG FORFEITURE	230.09
ROAD USE	12,123.60
TIF	75,000.00
LOW/MOD INCOME	550.00
HANSEN FINE ARTS CENTER	220.66
MOTEL PROJECT	7,846.00
LIBRARY	4,863.03
WATER	9,522.01
SEWER	13,335.06
ELECTRIC	359,488.31
LANDFILL/GARBAGE	18,105.96
STORM WATER	1,826.40
TOTALS	<u>606,814.59</u>

Moved by Davis, seconded by Pehrson, to adjourn the meeting at 8:06 p.m. Motion carried unanimously.

ATTEST:

Barbara Smith, City Administrator

Byron Ruitter, Mayor