

REGULAR MEETING
September 16, 2019

The City Council of the City of Forest City, Iowa, met in regular session on September 16, 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.

Mayor Ruitter announced it was the time and place for a public hearing on the 2018 Northeast Urban Renewal Area. Per City Attorney Bakke, \$510,000 is to be added to debt service. 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.

Mayor Ruitter announced it was the time and place for a public hearing on approving plans, specifications and form of contract for the Library Roof Replacement, Forest City, Iowa. Per Architect Doug Foreshoe of Bergland & Cram, they have a rough floor plan and have pre-planned for the roof replacement. Since there were no written objections, nor were any oral objectors present at the meeting, the Mayor declared the meeting to be closed at 7:04 p.m.

Mayor Ruitter announced it was the time and place for a public hearing on the proposed development agreement with Forest City Hospitality, LLC. City Attorney Bakke discussed the necessary changes to the agreement and noted the TIF rebate payments would be set up for 20 semi-annual payments (rather than 10 annual payments) to be paid June 1st and December 1st each year. Since there were no written objections, nor were any oral objectors present at the meeting, the Mayor declared the meeting to be closed at 7:15p.m.

Mayor Ruitter led the Pledge of Allegiance.

Councilmembers present at roll call included: Mikes, Pehrson, Wooldridge and Zehren. Absent: Buffington, Davis and Holland.

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

1. Agenda (9/16/19)
2. Council Minutes (9/3/19)
3. Board & Committee Minutes, as follows:
 - a. Heritage Park (9/3/19)
 - b. Parks & Rec Board (9/9/19)
 - c. Airport Commission (9/10/19)
 - d. Approval of replacement windows at Police Station
 - e. Invoices, with removal of KLOW bills
 - f. Ownership Change for Casey's General Store #1798 (106 Hwy 69 S), Class B Wine Permit & Class E Liquor License/Ownership Change for Casey's General Store #3476 (1132 Hwy 69 S)
4. List of Claims

Motion carried unanimously.

Park Board Chairman Chad Reece led the discussion regarding significant repairs needed at the Aquatic Center pool. Nate and Nick Nelson of Nelson Plumbing were present at the meeting and discussed maintenance issues that need to be corrected for the pool to operate. Nate Nelson noted they were waiting for feedback from Mark Pleva of Pleva Mechanical Inc., a pool specialist consultant, on how to proceed. Councilmember Mikes suggested using this expertise to put together a maintenance schedule. City Administrator Barb Smith suggested they approve an amount not to exceed \$100,000. Moved by

Mikes, seconded by Pehrson, to approve a not-to-exceed amount of \$100,000 for pool repairs. Motion carried unanimously.

The Mayor and Council discussed bids for a heating and cooling system for the new Visitor's Center. Moved by Pehrson, seconded by Zehren, to approve Nelson Plumbing's bid in the amount of \$15,562.42, which includes the base bid plus upgrades, including a two-stage system, fresh air exchange, and exhaust fans for the restrooms. Motion carried unanimously.

Councilmember Mikes introduced Resolution No. 19-20-17, A RESOLUTION APPROVING THE URBAN RENEWAL PLAN AMENDMENT FOR THE 2018 NORTHEAST URBAN RENEWAL AREA and moved its adoption. Councilmember Zehren seconded the motion to adopt. Roll call vote – all ayes. Whereupon the Mayor declared the resolution duly adopted.

Councilmember Pehrson introduced Resolution No. 19-20-18, A RESOLUTION APPROVING PLANS, SPECIFICATIONS AND FORM OF CONTRACT FOR THE LIBRARY ROOF REPLACEMENT PROJECT and moved its adoption. Per Doug Foreshoe, Architect of Bergland & Cram, they recommended the bid of \$182,433 from Midwest Roofing, Mason City, Iowa. Substantial completion date is December 6th. Councilmember Mikes seconded the motion to adopt. Roll call vote – all ayes. Whereupon the Mayor declared the resolution duly adopted.

Councilmember Mikes introduced Resolution No. 19-20-19, A RESOLUTION APPROVING THE DEVELOPMENT AGREEMENT WITH FOREST CITY HOSPITALITY, LLC, AUTHORIZING ANNUAL APPROPRIATION TAX INCREMENT PAYMENTS AND PLEDGING CERTAIN TAX INCREMENT REVENUES TO THE PAYMENT OF THE AGREEMENT and moved its adoption. Councilmember Pehrson seconded the motion to adopt. Roll call vote – all ayes. Whereupon the Mayor declared the resolution duly adopted.

Police Chief Tom Montgomery discussed a proposed Social Hosing Ordinance, which is a deterrent to parties and underage drinking and imposes a penalty for hosting a party. He recommended the ordinance used by Winnebago County. City Administrator Barbara Smith will put together an ordinance for consideration at the next regular Council meeting.

Police Chief Tom Montgomery asked the Council for consideration in organizing a second goose hunt to help with the geese issue at the shooting range, golf course and Heritage Park. Moved by Zehren, seconded by Pehrson, to bring back the agreement used previously, contingent on the same rules as last time, and to bring back a list at the next regular Council meeting of the hunters who will participate in this event. Motion carried unanimously.

City Administrator Barbara Smith stated that the Library had received two bids from fundraising companies and recommended the bid from Convergent. Moved by Mikes, seconded by Pehrson, to approve the Convergent contract in the amount of \$23,500 plus expenses for the feasibility study. The Library Board will have to approve travel expenses. Motion carried unanimously.

Councilmember Zehren introduced Resolution No. 19-20-20, A RESOLUTION SETTING A HEARING TO VACATE THE ALLEY BETWEEN THE EAST HALF OF LOTS THREE AND SIX, AND AN ALLEY BETWEEN LOTS FOUR AND FIVE IN BLOCK TWELVE IN FOREST CITY, IOWA and moved its adoption. Roll call vote – all ayes. Whereupon the Mayor declared the resolution duly adopted. The Hearing will be held October 7, 2019.

Moved by Zehren, seconded by Pehrson, to approve the purchase of a new X730 John Deere lawn tractor for the Electric Department in the amount of \$13,255.87 from KC Nielsen, Buffalo Center, Iowa. Motion carried unanimously.

Mayor Ruitter asked that it be noted in the minutes that Police Officer Todd Spooner is moving to Step 1 of the Police Wage Matrix (\$22.76).

Electric Department Manager Duane Kuhn led the discussion on a camera system to be placed at the stop lights at Highways 9 & 69, as lighter vehicles have difficulty in tripping the sensors to change the traffic lights. Duane presented a quote from Gridsmart Detection in the amount of \$14,856 for a camera system. Moved by Wooldridge, seconded by Pehrson, to approve this camera system for the intersection of Highways 9 & 69. Motion carried unanimously.

Grow Forest City Director Norma Hertzler presented information on the proposed Winnebago River Revitalization Project and noted that Nate Hoogeveen’s team with the DNR will provide biddable drawings, refined cost estimates, and specifications for materials for this project. The priorities for the project are safety, maintaining and enhancing fishing, and maintaining and enhancing river aesthetics. Norma is writing a grant for the low-head dam public hazard program cost share grant. Moved by Mikes, seconded to Pehrson, to guarantee a commitment of \$75,000 toward this project. Norma will continue to look for grants to alleviate the City’s \$75,000 responsibility. Motion carried unanimously.

Under public forum, Adam Jackson addressed the grading on sidewalks, as his has a large trench and is steep. Repairs are ongoing, and he encouraged the Council not to pay for these items until they are done right.

The following invoices were approved for payment:

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
ACE PROFESSIONAL CLEANING SERV	WINDOW CLEANING	100.00
ADVANCED SYSTEMS	BASE RATE/OVERAGES	107.29
ADVANCED SYSTEMS	COPIER PAYMENT/USAGE	216.77
ADVANCED SYSTEMS	COPIER PAYMENT	275.00
AIRGAS	CYLINDER EXCHANGE	99.40
BERGLAND & CRAM	LIBRARY REMODEL STUDY	13,305.00
BLACK HILLS ENERGY	GAS FOR HEAT	1,327.96
BLACKSTRAP, INC.	ROAD SALT	2,246.81
BOMGAARS SUPPLY	MISC SUPPLIES	127.36
BRICKSTREET THEATRE	PLAY RIGHTS/T-SHIRTS	1,036.98
CANON FINANCIAL SERVICES	LEASE PAYMENT	148.66
CEMSTONE CONCRETE MATERIALS	CONCRETE	455.50
CENTRAL IA DISTRIBUTING	MISC SUPPLIES	240.20
CENTRAL IA DISTRIBUTING	MOP HANDLE	25.00
CITY OF FOREST CITY	PROJ SHARE/J JOHNSON	75.00
COLLECTION SERVICE CENTER	CHILD SUPPORT	314.30
COMPUTER SYSTEMS UNLIMITED	COMPUTER SERVICE	55.00
CONTINENTAL RESEARCH	GLOVES	39.09
DAIRYLAND POWER CO-OP	PURCHASED ENERGY	181,471.04
DIAMOND VOGEL	PAINT	118.55
DOLLAR GENERAL-REGIONS 410526	MISC SUPPLIES	61.75
EFTPS	FED/FICA TAX	23,296.13
ELLIOTT EQUIPMENT	RIGHT SIDE STEP	319.73
F C CHAMBER OF COMMERCE	HOTEL-MOTEL TAX	9,829.51

F C CHAMBER OF COMMERCE	REBATE/R WHITE	100.00
F C ECON DEVEL CORP	HOTEL-MOTEL TAX	3,276.50
FEDERAL FIRE EQUIPMENT	FIRE EXT. TESTING	144.00
FLETCHER-REINHARDT	ELECTRICAL SUPPLIES	43.87
FOREST CITY AUTO CENTER	PARTS-LABOR/1500 CHEVY TRUCK	711.06
FOREST CITY HOMES	RENT REIMBURSE/TENANT #31	162.50
G & H MOTOR PARTS	PARTS	592.59
GALL'S	UNIFORMS	78.67
GARNER LUMBER & SUPPLY	ST LIGHT POLE SCREWS	65.00
GREEN CANOPY	KYBO RENTAL	480.00
GURNEY	BURIED SERVICE ACTUATOR	716.00
HAWKINS INC	CHEMICALS	575.40
HEARTLAND POWER COOPERATIVE	LETTER OF CREDIT	5,000.00
HEARTLAND POWER COOPERATIVE	PAYMENT #1	9,259.26
HERMEL WHOLESAL	WATER	32.38
NORMA J. GINTHER-HERTZER	SEPT 1ST CHECK/SERVICES	1,300.00
HOLLAND CONTRACTING	CONCRETE	115.37
HOLLAND CONTRACTING	TIRES	810.00
HYGIENIC LAB ACCTS RECEIVABLE	TESTING	407.00
IA ASSN OF MUN UTIL	NCISA	1,198.93
IOWA DEPT OF NATURAL RESOURCES	CERTIFICATION/M HAUGEN	80.00
IOWA ONE CALL	SERVICES	129.70
IOWA PRISON IND	PARTS	32.20
K.C. NIELSEN, LTD.	OIL/FILTER	17.93
KIESLER'S POLICE SUPPLY	TRAINING ITEMS	604.00
LAKE MILLS MOTOR SPORTS, INC.	FUEL PUMP	175.25
LANDFILL OF NORTH IOWA	LANDFILL CHARGES	6,051.85
LYLE'S SALES & SERVICE	SERVICES	12.00
LYLE'S SALES & SERVICE	PARTS/SERVICE	127.30
MACQUEEN EMERGENCY GROUP	SHOE ASSEMBLY/DEFLECTORS	690.61
MANUFACTURER'S BANK	RENT REIMBURSE/TENANT #29	187.50
MASON CITY RECYCLING	RECYCLING CHARGES	1,023.20
MENARDS	PLEXI GLASS	42.27
MERCY CLINICS	PRE EMPLOY DRUG SCREEN	77.00
METERING & TECHNOLOGY SOLUTION	METERS	745.04
N I A C O G	TRANSIT OPERATION	2,274.19
NELSON PLUMBING & HEAT	REPLACE LIFT PUMPS	2,540.66
NELSON PLUMBING & HEAT	FAILED HIGH SERVICE PUMP	8,262.93
NEW YORK LIFE	GROUP INS PAYABLE	350.12
NO IA MEDIA GROUP	ADV/LEGAL PUBLICATIONS	651.21
NO IA PLUMBING, HEATING & ELEC	INSTALL WATER SOFTNER	890.00
NORTH IA LUMBER & DESIGN	REBAR TIE WIRE	4.49
NORTH IA LUMBER & DESIGN	ALUMINUM SHEETING	181.61
OFFICE DEPOT	OFFICE SUPPLIES	240.46
PETTY CASH	REIMBURSE PETTY CASH	40.50
PURCHASE POWER	POSTAGE METER REFILL	5,050.00
QUILL CORPORATION	OFFICE SUPPLIES	239.94
RIVER CITY COMMUNICATIONS	MONTHLY SECURITY	45.00
SCHNEBLY'S 66" "	FUEL	619.15
SID'S	ICE	13.46
STREICHER'S	UNIFORMS	63.98
TASC	FLEX PRE-TAX	934.08
TNEMEC	CHEMICALS	226.47
DICK TRIMBLE	SERVICES	3,835.87
TRUCK SPECIALTIES	UTILITE TRAILOR	1,250.00
UMMEG	STS COSTS	19,059.88
UMMEG	ARCADIA SOLAR PROJECT	6,724.24
UMMEG-RUGBY	RUGBY FARM	17,168.88
UNITY POINT CLINIC	PRE EMPLOY DRUG SCREEN	42.00
VALIC	DEF COMP- 457	475.00

VERIZON	PHONE SERVICE	830.47
VERIZON	PHONE SERVICE/DEVICE	68.36
VISA	STD METHODS BOOK	294.00
VISU-SEWER CLEAN	8' NATIONAL LINER	26,625.00
WATCHGUARD VIDEO	CAR CAMERA/INSTALL	5,700.00
WCTA	SERVICES	1,645.53
WINN CO DEPT OF PUBLIC HEALTH	POOL/WATERSLIDE INSPECTION	418.00
TOTAL ACCOUNTS PAYABLE		377,230.61
PAYROLL CHECKS		70,620.58
**** PAID TOTAL ****		447,851.19
**** REPORT TOTAL ****		447,851.19

FUND RECAP:

FUND DESCRIPTION	CLAIMS
GENERAL	71,019.50
ROAD USE	9,267.38
HOTEL/MOTEL FUND	13,106.01
LOW/MOD INCOME	350.00
DEBT SERVICE	9,259.26
HANSON FINE ARTS CENTER	5,000.00
LIBRARY	13,339.01
WATER	18,054.72
SEWER	40,271.46
ELECTRIC	250,161.33
LANDFILL/GARBAGE	17,190.77
STORM WATER	723.03
TOTALS	<u>447,742.47</u>

Moved by Mikes, seconded by Pehrson, to adjourn the meeting at 9:15 p.m. Motion carried unanimously.

ATTEST:

Barbara Smith, City Administrator

Byron Ruitter, Mayor