



# Regular Council Meeting

Minutes

Monday, December 19, 2022, at 7:00 pm

## MEETING LOCATION

CITY HALL COUNCIL CHAMBERS, 305 NORTH CLARK STREET, FOREST CITY, IA

### 1. CALL TO ORDER

**Minutes:**

The meeting was called to order at 7:00 p.m.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL

**Minutes:** Councilmembers present at roll call included the following: Buffington, Davis, Carper, Mikes, Tweeten, Welch, Wooldridge. Absent: None.

### 4. APPROVAL OF THE CONSENT AGENDA

**Minutes:** Moved by Tweeten, seconded by Welch, to approve the consent agenda. Motion carried, with Wooldridge abstaining from the vote.

**a. Agenda**

**b. Approve Council Minutes - 12/5/22**

**c. Accept Board & Committee Minutes - Heritage Park, Parks & Rec Board, Airport Commission**

**d. Approve Invoices**

**e. Approve Licenses & Permits**

### 5. BUSINESS

**a. Approve FY24 CIP Application for the Forest City Municipal Airport**

**Minutes:** Jay Pudenz of McClure Engineering was present via telecom to discuss upcoming projects for the Forest City Municipal Airport, which includes a Runway 15/33 Rehabilitation Project for 2024. Moved by Buffington, seconded by Wooldridge, to approve the application. Motion carried unanimously.

**b. Approve Task Order #3 for Engineering Services for the Forest City Municipal Airport**

**Minutes:** Moved by Wooldridge, seconded by Davis, to approve Task Order #3 in the amount of \$238,690 to McClure Engineering for design and bidding services to Rehabilitate Runway 15/33. Motion carried unanimously.

**c. Light Plant - Terracon Asbestos Inspection (\$5,900)**

**Minutes:** Moved by Welch, seconded by Tweeten, to approve Terracon Asbestos Inspection's quote in the amount of \$5,900 to perform asbestos testing at the Light Plant. Motion carried unanimously.

**d. Approve KLOW's Custom Radio Marketing Program for the City of Forest City**

**Minutes:** Moved by Davis, seconded by Mikes, to approve a 400-spot radio contract with

KIOW at \$9.50 per spot, which will be billed as run. Motion carried unanimously, with Wooldridge abstaining from the vote.

**e. Approve SEH Engineering Agreement for a Topo Survey for the Park Street Sanitary Sewer**

**Minutes:** Moved by Wooldridge, seconded by Carper, to approve SEH Engineering's quote for a topographical survey for the Park Street sanitary sewer system. The cost for the base survey is not-to-exceed \$5,500. Motion carried unanimously.

**f. Discuss Parking Lot Snow Removal**

**Minutes:** Street Superintendent Andrew Faber and City Administrator Daisy Huffman updated the Mayor and Council on issues with overnight parking in City parking lots. Several options were discussed for a temporary solution to the parking issue. Moved by Davis, seconded by Wooldridge, to send overflow overnight parking to Lot #4, the former LEC parking lot across from Irish Apartments. Motion carried unanimously.

**6. STAFF REPORTS**

**7. PUBLIC FORUM**

**Minutes:** Bear Creek Golf Course Board President Adam Jackson gave a presentation on statistics and maintenance issues at Bear Creek Golf Course. Adam also provided updates on the need for a new irrigation system. No action was taken on this discussion.

**8. ADJOURNMENT**

**Minutes:** Moved by Wooldridge, seconded by Mikes, to adjourn the meeting at 8:09 p.m. Motion carried unanimously.

**CLAIMS REPORT**

VENDOR	REFERENCE	AMOUNT
ADVANCED DOOR SYSTEMS	DOOR REPAIR	137.00
AHLERS & COONEY PC	LABOR & EMPLOYMENT SERVICES	182.00
HEIDI AITCHISON	RENT REIMBURSE/TENANT #49	200.00
AMSTERDAM PRINTING & LITHO	PENS	145.27
AT & T MOBILITY	CAR COMPUTER SERVICE	288.89
ATLANTIC BOTTLING COMPANY	CONCESSION SUPPLIES	100.10
MARK ATTIG	RENT REIMBURSE/TENANT #48	200.00
MARK ATTIG	RENT REIMBURSE/TENANT #51	200.00
MARK ATTIG	RENT REIMBURSE/TENANT #52	400.00
BLACK HILLS ENERGY	GAS FOR HEAT	5,668.00
BMC AGGREGATES LC	CONCRETE SAND	61.58
BOB KOENIGS & FAMILY CONSTR.	CDBG-145 WEST M - FINAL	5,879.00
BOMGAARS SUPPLY	ICE MELT/FILTERS/BATTERIES	223.34
BOMGAARS SUPPLY	FASTENERS	14.88
CARDSDIRECT, INC.	HOLIDAY CARDS	75.68
CENTRAL IOWA WATER, INC.	TESTING FEE	375.00
CLARK EQUIPMENT CO.	BOBCAT SKID LOADER/ATTACHMENTS	77,313.83
COLLECTION SERVICE CENTER	CHILD SUPPORT	57.23
COMPUTER SYSTEMS UNLIMITED	COMPUTER SERVICE	120.00
DAIRYLAND POWER CO-OP	PURCHASED ENERGY	158,213.40
DGR ENGINEERING	FEE EVAL/RWY MILL & OVERLAY	3,500.00
DIAMOND VOGEL	PAINT	313.36
DISPLAY SALES	GREEN CHRISTMAS BULBS	588.50
EDDY'S GLASS & DOOR	SERVICE CALL	111.00
EFTPS	FED/FICA TAX	26,878.30
F C CHAMBER OF COMMERCE	HOTEL/MOTEL TAX	21,766.45
F C CHAMBER OF COMMERCE	REBATE/D WELP	100.00
F C ECON DEVEL CORP	HOTEL/MOTEL TAX	7,255.48

FARM & CITY INSURANCE	ADD '22 FORD SUPER DUTY	358.00
FARMER'S CO-OP ASSOC	FUEL	9,064.31
FASTENAL	DRILL BITS/GLASS CLEANER	100.87
FLETCHER-REINHARDT	ELECTRICAL SUPPLIES	642.00
FOREST CITY FORD	TIRE MOUNT & BALANCE	82.80
FUN EXPRESS, LLC	REC SUPPLIES	75.54
G & H MOTOR PARTS	FILTERS	1,730.41
G C DISTRIBUTING	BAGS	1,254.00
GARNER LUMBER & SUPPLY	INSULATION	155.01
GORDON FLESCH COMPANY, INC.	LEASE PAYMENT	85.80
H & S AUTO PARTS	GLASS CLEANER	62.43
HERMEL WHOLESAL	WATER	88.02
HEWETT WHOLESAL INC.	REC SUPPLIES	387.40
HOLLAND CONTRACTING	TIRE MOUNT	70.00
RON HOLLAND	DEC TRANSIT GARAGE LEASE	150.00
HY-VEE ACCOUNTS RECEIVABLE	DISTILLED WATER	35.76
STATE HYGIENIC LABORATORY	TESTING	291.00
IA DEPT OF NATURAL RESOURCES	RECERTIFY WASTERWATER LAB	400.00
IA DIVISION OF LABOR SERVICES	BOILER INSPECTION	40.00
IA PUBLIC AIRPORT ASSN	MEMBERSHIP/D TRIMBLE	175.00
J & J MACHINING	LABOR TO MAKE WEAR BARS	453.00
JED'S LIGHTS & SOUNDS	ELEMENTARY CHRISTMAS PARTY	400.00
JEN CONRAD	PARK BOARD SECRETARY	100.00
K I O W	SNOW EVENT	76.00
K.C. NIELSEN, LTD.	GATOR PARTS	6.89
K.C. NIELSEN, LTD.	WIPER PARTS	547.14
JOE KLUKOW	UNIFORM ALLOWANCE	219.00
L & S ELECTRIC INC.	STARTER/LUBE OIL PUMP GEN #4	4,844.96
LANDFILL OF NORTH IOWA	LANDFILL CHARGES	6,067.58
MANUFACTURER'S INSURANCE AGY	INSURANCE	2,882.00
MASON CITY RECYCLING	RECYCLING CHARGES	777.20
MENARDS	MISC ITEMS	389.20
MERRITT COMPUTER SERVICE	COMPUTER SERVICE	40.00
N I A C O G	TECH SERVICE/LEAD HAZARD COSTS	7,181.00
N I A C O G	T002 BUS SERVICE	135.26
NELSON PLUMBING & HEAT	REMOVE PUMPS FOR REPAIR	2,586.80
NEW LIFE ESTATES	RENT REIMBURSE/TENANT #50	147.50
NEXT GENERATION	REMOTE SUPPORT	47.19
ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	145.84
ODP BUSINESS SOLUTIONS LLC	PRINTER INK	102.76
PAYROLLFORMS.COM	TIME & PAY RECORDS	136.05
POMP'S TIRE SERVICE, INC.	TIRES	352.00
PRAIRIE ENERGY CO-OP	UTILITIES	126.33
PRESTO-X	SERVICES	55.37
QUILL CORPORATION	OFFICE SUPPLIES	289.41
RHODE ISLAND NOVELTY	REC SUPPLIES	392.79
RIVER CITY COMMUNICATIONS	MONTHLY SECURITY	25.00
SHOOTERZ	NORTH IA P&R MEETING	161.32
SIOUX CITY TRUCK SALES, INC.	FILTERS	220.07
STREICHER'S	UNIFORM ITEMS	162.64
THE MODEST DAISY	HOLIDAY WINDOWS	400.00
DICK TRIMBLE	SERVICES	4,325.53
U P S	UPS CHARGES	23.10
UMB BANK, N.A.	BOND FEES	1,600.00
UMMEG	STS COSTS	22,254.01
UMMEG-RUGBY	RUGBY FARM	43,119.57
UNITY POINT CLINIC	RANDON DRUG TESTING	42.00
US POST OFFICE	PO BOX RENT	66.00
UTILITY EQUIP CO	CURB STOPS	1,168.69
VALIC	DEF COMP- 457	585.00
VERIZON	PHONE SERVICE	16.44
VISA	CREDIT CARD CHARGES	125.08
VISA	PHONE SERVICE	333.28
VISA	REGISTRATION/C GERDES	404.61
VISA	HOTEL STAY	377.96
VISA	PARTY SUPPLIES	113.62

VISA	COFFEE MAKER	828.47
WADE THOMPSON TRUCK & REPAIR	#181 DEF HEAD REPLACEMENT	1,492.30
WHKS & CO.	WWTP IMPROVEMENTS FINAL DESIGN	78,432.79
WCTA	SERVICES	2,068.21
WESCO RECEIVABLES CORP.	TRANSFORMER SLING	186.56
WESTRUM LEAK DETECTION	LEAK DETECTION/236 N 4TH	1,495.00
WEX BANK	FUEL	542.90
Accounts Payable Total		514,688.06
Payroll Checks		78,630.63
***** REPORT TOTAL *****		<u>593,318.69</u>
GENERAL		149,119.90
ROAD USE		13,520.58
HOTEL/MOTEL FUND		29,021.93
LOW/MOD INCOME		1,147.50
CDBG FUND		13,060.00
DEBT SERVICE		1,050.00
CAPITAL PROJECTS		35.26
WATER		18,139.55
SEWER		85,354.87
ELECTRIC		259,346.98
SANITATION		20,985.55
TRANSIT		2,265.32
STORM WATER		271.25
TOTAL FUNDS		<u>593,318.69</u>

ATTEST:

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Daisy Huffman, City Clerk/Administrator

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Ronald Holland, Mayor

Contact: Daisy Huffman, City Clerk/Administrator (administrator@forestcityia.com 16415853574) |  
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