

City of Garnavillo

The City of Garnavillo City Council met in a regular session on Wednesday, April 10, 2019 at 7:00 pm in the Council Chambers, City Hall, 104 North Main Street.

Mayor Mark Priebe presided.

Roll call was taken, council members in attendance were Mat Mueller, Bonnie Dietrich, Lanny Kuehl, James Downey and Robert Bodish.

The Pledge of Allegiance was recited.

M/S Dietrich/Mueller To approve the consent agenda. Aye: 5 Nay: 0 Absent: 0 Abstention: 0

Claims

4/2/19	13422	MIDAMERICA BOOKS	BOOKS	\$ 265.30
4/2/19	13426	WOLTER, JUNE	INCENTIVES	\$ 25.00
4/2/19	13425	PETTY CASH - LIBRARY	POSTAGE	\$ 27.95
4/2/19	13423	MIDWEST BUSINESS PRODUCTS	COPIES	\$ 61.19
4/2/19	13421	GALE/CENAGE LEARNING	BOOKS	\$ 23.99
4/2/19	13420	COUNTRY LIVING	SUBSCRIPTION	\$ 12.00
4/2/19	13419	CENTER POINT LARGE PRINT	BOOKS	\$ 91.08
4/2/19	13418	BAKER & TAYLOR	BOOKS	\$ 66.22
4/2/19	13417	ALPINE COMMUNICATIONS	PHONE/INTERNET	\$ 69.59
4/2/19	13424	PENWORTHY COMPANY	BOOKS	\$ 97.68
4/4/19	13432	WELLMARK	PREMIUMS	\$ 2,245.18
4/10/19	13434	B & M ELECTRIC LLC	FLOOR BOXES	\$ 674.98
4/10/19	13435	BLACK HILLS ENERGY	UTILITY	\$ 1,455.49
4/10/19	13448	IOWA LAW ENFORCEMENT ACADEMY	MMPI	\$ 150.00
4/10/19	13462	TOWN & COUNTRY SANITATION INC	TRASH/RECYCLE	\$ 4,465.50
4/10/19	13461	THREE RIVERS FS CO	FUEL	\$ 486.44
4/10/19	13460	THREE RIVERS COMPANY	DUST CONTROL	\$ 354.00
4/10/19	13459	TEST AMERICA INC	TESTING	\$ 409.50
4/10/19	13458	STADE PROPANE	REPAIRS	\$ 111.66
4/10/19	13457	RAYS EXCAVATING LLC	HAULING FIRE	\$ 150.00
4/10/19	13456	POST PROM - CLAYTON RIDGE HS	TRUCK	\$ 50.00
4/10/19	13455	NORTHWAY WELL	POST PROM	\$ 3,125.34
4/10/19	13454	MIDWEST PATCH/HI-VIZ SAFETY	CIRCULATING PUMP	\$ 325.00
4/10/19	13453	MEUSER LUMBER	CROSSWALK SIGN	\$ 31.58
4/10/19	13452	LINK HYDRAULIC	SUPPLIES	\$ 325.28
4/10/19	13451	KIRKWOOD COMMUNITY COLLEGE	CUTTING EDGE	\$ 270.00
4/10/19	13433	ALLIANT ENERGY	WATER RECERT	\$ 5,478.24
4/10/19	13449	J & R SUPPLY	UTILITY	\$ 285.00
4/10/19	13463	UPPER EXPLORERLAND RPC	TRASH PUMP	\$ 1,854.83
4/10/19	13447	IHDE S	FEES	\$ 509.50
			FUEL	

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4/10/19	13446	IAMU	NISA DUES	\$ 329.03
4/10/19	13445	HACH COMPANY	CHLORINE	\$ 1,091.24
4/10/19	13444	GUTTENBERG PRESS	PUBLICATIONS	\$ 178.89
4/10/19	13443	GARNAVILLO MILL	SUPPLIES	\$ 137.05
4/10/19	13442	GARNAVILLO CEMETERY ASSOC	PROP TAX	\$ 146.70
4/10/19	13441	GARNAVILLO AUTO & TIRE	SUPPLIES	\$ 12.22
4/10/19	13440	FEHR GRAHAM	DESIGN SERVICES	\$ 1,830.00
4/10/19	13439	FASSBINDERS SMALL ENGINES	FUEL STABILIZER	\$ 17.95
4/10/19	13438	EDGEWOOD AUTO & TIRE	TOW	\$ 503.00
		DEARBORN NATIONAL LIFE		
4/10/19	13437	INSURAN	PREMIUMS	\$ 122.40
4/10/19	13436	BROWN SUPPLY CO	SAFETY GLASSES	\$ 70.80
4/10/19	13450	KEYSTONE LABORATORIES INC	TESTING	\$ 40.50

Treasurer Report

ACCOUNT NAME	MTD Debits	MTD Credits	BALANCE
General Fund	\$ 70,479.64	\$ 27,507.07	\$ 770,451.75
RUT Fund	\$ 4,857.37	\$ 7,356.30	\$ 44,788.93
Employee Benefit Fund	\$ 3,433.68	\$ 690.15	\$ 58,335.97
Emergency Fund	\$ -	\$ 90.78	\$ 1,932.16
TIF Fund	\$ -	\$ 137.90	\$ 159,087.49
Urban Renewal Fund	\$ 15,872.82	\$ 14,683.00	\$ -23,972.05
Debt Service Fund	\$ -	\$ 491.89	\$ 17,820.21
Capital Project Fund	\$ 4,145.01	\$ 327.50	\$ 347,849.47
Storm Water Utility Fund	\$ -	\$ 1,209.79	\$ 46,981.44
Water Fund	\$ 14,055.22	\$ 18,899.19	\$ 373,153.97
Water Sinking Fund	\$ -	\$ -	\$ 29,924.04
Sewer Fund	\$ 8,829.06	\$ 21,351.04	\$ 595,105.14
	\$ 121,672.80	\$ 97,744.61	\$ 2,421,458.52

Expenses & Revenues by Function

	Expenses	Revenues
001 GENERAL		
1010 POLICE OPERATIONS	\$ 4,320.37	
1050 FIRE DEPARTMENT	\$ 900.58	
2010 ROADS,BRIDGES,SIDEWALKS	\$ 2,551.50	\$ 1,749.77
2030 STREET LIGHTING	\$ 1,346.47	
2050 SNOW REMOVAL	\$ 2,114.40	
2090 GARBAGE (NOT ENTERPRISE)	\$ 4,465.50	\$ 4,722.79
4010 LIBRARY	\$ 3,041.99	\$ 222.58
4030 PARKS	\$ 23.60	
4050 CEMETERY	\$ 114.51	
4060 COMMUNITY CENTER	\$ 493.88	\$ 175.40

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6020 CLERK, TREASURER	\$ 1,933.35	
6040 LEGAL SERVICES & CITY ATTORNEY	\$ 1,666.25	
6050 CITY HALL & GENERAL BUILDINGS	\$ 539.17	
6060 TORT LIABILITY	\$ 40,508.70	\$ 641.74
6900 OTHER GENERAL GOVERNMENT	\$ 5,784.91	\$ 15.52
9500 NON-PROGRAM GENERAL REVENUE		\$19,304.81
110 ROAD USE TAX FUND		
2010 ROADS,BRIDGES,SIDEWALKS	\$ 1,042.58	\$ 6,561.07
2050 SNOW REMOVAL	\$ 3,019.56	
112 EMPLOYEE BENEFIT		
1010 POLICE OPERATIONS	\$ 1,905.75	
1050 FIRE DEPARTMENT	\$ 135.00	
1060 FIRST RESPONDERS	\$ 136.80	
2010 ROADS,BRIDGES,SIDEWALKS	\$ 354.84	
4010 LIBRARY	\$ 433.91	
4060 COMMUNITY CENTER	\$ 10.05	
6020 CLERK, TREASURER	\$ 457.33	
9500 NON-PROGRAM GENERAL REVENUE		\$ 690.15
119 EMERGENCY		
6900 OTHER GENERAL GOVERNMENT		\$ 90.78
125 TAX INCREMENT FINANCING		
7500 CAPITAL PROJECTS		\$ 137.90
145 URBAN RENEWAL		
5030 HOUSING & URBAN RENEWAL	\$ 15,872.82	\$14,683.00
200 DEBT SERVICE		
7010 DEBT SERVICE		\$ 491.89
5030 HOUSING & URBAN RENEWAL	\$ 3,491.64	\$ -
7500 CAPITAL PROJECTS	\$ 653.37	\$ 327.50
400 STORM WATER UTILITY		
8065 STORM WATER	\$ -	\$ 1,209.79
600 WATER		
8010 WATER	\$ 14,017.88	\$18,861.85
9500 NON-PROGRAM GENERAL REVENUE		
8015 SEWER & SEWAGE DISPOSAL	\$ 8,783.66	\$21,305.64
TOTAL	\$120,120.37	\$91,192.18

Old Business

Nuisance Property Updates

Attorney Kruse provided council with an update on nuisances: Frye property, she explained that they have set the pretrial conference and the trial. Attorney Kruse will work with staff to work on the details for the pretrial conference.

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Storm Water Project Appraiser Service Agreement

City Administrator Atkinson presented the proposal from Kane Appraisal which is part of the Storm Water Control Project CDBG Grant requirements.

M/S Bodish/Kuehl To approve Resolution 2019-18 A resolution approving the proposal for an appraiser service for the Storm Water Control Project From Kane Appraisals, not to exceed \$14,500.00.

Roll Call

Aye: Mueller, Dietrich, Bodish, Kuehl, Downey

Nay: None

Absent: None

Abstention: None

New Business

Library Memorial CD

City Administrator Atkinson explained to council that the Library Board of Trustees approved to have the memorial CD cashed out and use the monies to set up a money market account with make it easier to deposit memorials as they come in.

M/S Downey/Kuehl To approve Resolution 2019-19 A resolution conversion of the library CD to a money market account at Community Savings Bank and the deposit of memorial monies.

Roll Call

Aye: Dietrich, Bodish, Kuehl, Downey, Mueller

Nay: None

Absent: None

Abstention: None

Rural Housing 360, Lot Forgivable Loan Agreement

City Attorney Kruse discussed the forgivable loan agreement and what they would like in it and what would be required by potential buyers, the council told Kruse that they would like to proceed with preparing this agreement but not just for Rural Housing 360.

M/S Kuehl/Bodish To approve Resolution 2019-20 A resolution approving a Forgivable Loan Agreement for the Meier Addition Lots.

Roll Call

Aye: Bodish, Kuehl, Downey, Dietrich

Nay: None

Absent: Mueller

Abstention: None

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Speer Financial Inc Consulting Service Agreement

M/S Bodish/Mueller To approve Resolution 2019-21 A resolution approving the consulting services agreement with Speer Financial.

Roll Call

Aye: Kuehl, Downey, Mueller, Dietrich, Bodish
Nay: None
Absent: None
Abstention: None

Brandel Lawn & Landscape Mowing Proposal

City Administrator Atkinson explained to the council that the rates for mowing have not increased for the 2019 season and that they have also provided a proposal to do all of the city properties if the council would like. Council determined to continue with the same as last year.

M/S Kuehl/Mueller To approve Resolution 2019-22 A resolution to approve 2019 Lawn Mowing Services with Brandel Lawn & Landscaping at the same rate as 2018.

Roll Call

Aye: Downey, Mueller, Dietrich, Kuehl
Nay: Bodish
Absent: None
Abstention: None

Chip & Seal 2019 Work

Public Works Superintendent Schroyer and representatives from Prairie Road Builders discussed what is proposed to be done this year. City Administrator Atkinson presented the proposal from Blacktop Service Co. Council discussed the proposals.

M/S Bodish/Downey To approve Resolution 2019-23 A resolution approving the 2019 Chip & Seal proposal from Prairie Road Builders not to exceed \$40,000.00

Roll Call

Aye: Bodish, Dietrich, Mueller, Kuehl, Downey
Nay: None
Absent: None
Abstention: None

Snow Plowing and Ice Control Policy

M/S Bodish/Mueller To approve Resolution 2019-24 A resolution approving a city policy: Snow Plowing and Ice Control Policy.

Roll Call

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Aye: Dietrich, Mueller, Kuehl, Downey, Bodish
Nay: None
Absent: None
Abstention: None

Public Records Request Policy

M/S Dietrich/Kuehl To approve Resolution 2019-25 A resolution approving a city policy: Public Records Request Policy.

Roll Call

Aye: Mueller, Kuehl, Downey, Bodish, Dietrich
Nay: None
Absent: None
Abstention: None

Citizen Complaint Policy

M/S Mueller/Dietrich To approve Resolution 2019-26 A resolution approving a city policy: Citizen Complaint Policy.

Roll Call

Aye: Kuehl, Downey, Bodish, Dietrich, Mueller
Nay: None
Absent: None
Abstention: None

Hot Tub/Pool Fill Policy

City Administrator Atkinson explained that she has received another request to waive the sewer portion of a bill for a hot tub fill and that this needs to be addressed prior to the summer pool fill. Council discussed and determined that they were not going to take any action especially since they decided not to make adjustments for usage for freezing pipes.

Small Wireless Facility Policy

Attorney Kruse reviewed the proposed policy and the reasons behind it.

M/S Mueller/Downey To approve Resolution 2019-27 A resolution approving a city policy: Small Wireless Facility Policy

Roll Call

Aye: Bodish, Dietrich, Mueller, Kuehl, Downey
Nay: None
Absent: None
Abstention: None

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Reserve Officer

Chief of Police Dugan discussed with council the two candidates that he would like to hire.

M/S Kuehl/Downey To approve Resolution 2019-28 A resolution approving the hiring of a Reserve Officer, Jennifer Kerpaul at an hourly rate of \$12.32

Roll Call

Aye: Dietrich, Mueller, Kuehl, Downey, Bodish

Nay: None

Absent: None

Abstention: None

M/S Bodish/Mueller To approve Resolution 2019-29 A resolution approving the hiring of a Reserve Officer, Danielle McNally at an hourly rate of \$12.32

Roll Call

Aye: Mueller, Kuehl, Downey, Bodish, Dietrich

Nay: None

Absent: None

Abstention: None

Public Works Assistant Termination, Craig Harbaugh

Mayor Priebe presented to council and passed around the note signed by Harbaugh, the reasons for putting Public Works Assistant Craig Harbaugh on administrative leave and requesting his termination. Council Member Bodish asked why Harbaugh had stated that he wouldn't be here in fall and not obtain the required CDL and certifications, Harbaugh stated that he was looking for a new job. Harbaugh asked council for 8 ½ months of severance pay since he provided notice by signing the note.

M/S Dietrich/Kuehl To approve Resolution 2019-30 A resolution approving the termination of Public Works Assistant, Craig Harbaugh

Roll Call

Aye: Kuehl, Bodish, Dietrich

Nay: None

Absent: None

Abstention: Downey, Mueller

Interim Public Works Assistant

M/S Downey/Bodish To approve Resolution 2019-31 A resolution approving an Interim Public Works Assistant.

Roll Call

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Aye: Kuehl, Downey, Bodish, Dietrich, Mueller
Nay: None
Absent: None
Abstention: None

Public Works Assistant Classified

City Administrator Atkinson asked council to review the proposed classified ad, council updated the ad.

M/S Mueller/Downey To approve Resolution 2019-32 A resolution approving the placement of a classified ad for a Public Works Assistant Roll Call

Aye: Downey, Bodish, Dietrich, Mueller, Kuehl
Nay: None
Absent: None
Abstention: None

Hearing of Delegations

None

Department Reports

Chief Of Police Dugan reviewed his report that was in the packet for council.

Public Works Superintendent Schroyer provided a verbal report to council.

City Administrator Atkinson's report was in the packet.

Council Comment

Council Member Kuehl explained to council that he is meeting with some prospective home buyers who may be building in Garnavillo.

M/S Mueller/Downey To adjourn at 8:25 pm. Aye: 5 Nay: 0 Absent: 0 Abstention: 0