

City of Garnavillo

The City of Garnavillo City Council met in regular session on Wednesday, June 12, 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, James Downey, Lanny Kuehl and Robert Bodish.

The Pledge of Allegiance was recited.

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

CLAIMS

013198E	Community Savings Bank	Fees	\$4.28
013199E	AFLAC, Premiums		\$101.16
013200E	Town & Country Sanitation Inc	Recycle/Trash	\$4,465.50
013201E	Black Hills Energy		\$754.05
013202E	Google	Email	\$21.39
013203E	Postmaster	Postage	\$4.39
013512	Dubuque Glass Co	Door	\$2,500.00
013514	Office of Auditor of State	Exam Fee	\$100.00
013519	Jim Frey Fish Hatchery	Fish	\$412.00
013520	Alpine Communications		\$66.71
013521	Baker & Taylor	Books	\$194.35
013522	Balk, Karolyn	Rmbs	\$243.13
013523	Center Point Large Print	Books	\$137.82
013524	Gale/Cenage Learning	Books	\$73.47
013525	Garnavillo Mill	Flag	\$22.94
013526	Alliant Energy		\$397.36
013527	Alpine Communications		\$850.30
013528	B & M Electric LLC	Light Bulbs	\$19.56
013529	Banyon Data Systems	Support Fees	\$1,590.00
013530	Bodensteiner Implement	Street Sweeper	\$186.81
013531	Brandel Lawn Care	Mowing	\$3,625.00
013532	Deere Credit Inc	Tractor Lease	\$9,026.79
013533	Dubuque Fire Equipment	Extinguishers	\$35.00
013534	Fehr Graham	Engineer Fees	\$275.00
013535	Garnavillo Cemetery Assoc	Prop Tax Allocation	\$583.36
013536	Guttenberg Press	Publications	\$326.20
013537	Hach Co	PW Supplies	\$132.95
013538	Hawkins Water Treatment	PW Supplies	\$236.75
013539	Iowa League of Cities	Dues	\$721.00
013540	Iowa One Call	Locates	\$22.50
013541	Keystone Laboratories	Analysis	\$12.50

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013542	Nancy's Computer Service	Computer	\$1,362.98
013543	Postmaster	Box Rent	\$46.00
013544	Restyling Specialist	N Roosevelt St	\$17,092.00
013545	Restyling Specialist	E Chestnut St	\$16,385.00
013546	Ricoh USA Inc	Copies/Service	\$622.27
013547	Test America Inc	Testing	\$409.50
013548	Three Rivers Corp	Fuel	\$259.15
013549	UERPC	CDBG Housing	\$357.13
013550	US Cellular		\$121.08

TREASURER'S REPORT

ACCOUNT NAME	MTD Debits	MTD Credits	BALANCE
General Fund	\$ 30,680.50	\$ 46,125.31	\$ 856,155.70
RUT Fund	\$ 1,327.86	\$ 8,981.52	\$ 54,702.32
Employee Benefit Fund	\$ 2,334.46	\$ 2,717.38	\$ 68,904.70
Emergency Fund	\$ -	\$ 357.41	\$ 3,953.11
TIF Fund	\$ -	\$ 2,025.60	\$ 199,061.06
Urban Renewal Fund	\$ 803.54	\$ -	\$ (8,391.75)
Debt Service Fund	\$ -	\$ 2,033.67	\$ 30,810.40
Capital Project Fund	\$ 27,033.48	\$ 328.60	\$ 319,305.39
Storm Water Utility Fund	\$ 3.14	\$ 1,222.10	\$ 49,435.01
Water Fund	\$ 5,189.60	\$ 18,339.42	\$ 393,522.04
Water Sinking Fund	\$ -	\$ -	\$ 29,924.04
Sewer Fund	\$ 4,398.80	\$ 20,296.93	\$ 623,005.20
	\$ 71,771.38	\$ 102,427.94	\$ 2,620,387.22

Functions	Expenditures	Revenues
1010 Police	\$ 4,874.81	\$ -
1050 Fire	\$ 1,023.89	\$ 5,219.50
1060 First Responders	\$ 51.00	\$ -
2010 Streets	\$ 6,034.92	\$ 11,840.24
2090 Garbage	\$ 4,465.50	\$ 4,352.23
4010 Library	\$ 4,226.74	\$ 11,265.49
4030 Parks	\$ 189.33	\$ -
4050 Cemetery	\$ 2,723.09	\$ -
4060 Community Center	\$ 3,854.55	\$ 548.72
5020 Economic Development	\$ 400.00	\$ -
5030 Housing & Urban Renewal	\$ 27,508.65	\$ -
6020 Clerk/Treasurer	\$ 3,473.38	\$ -
6050 City Hall	\$ 1,635.81	\$ -
6060 Tort Liability	\$ -	\$ 2,526.70
6900 Other General Government	\$ 582.73	\$ 357.41

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7010 Debt Service	\$	-	\$	2,033.67
7500 Capital Projects	\$	328.37	\$	2,354.20
8010 Water	\$	5,087.08	\$	18,236.90
8015 Sewer	\$	4,285.81	\$	20,183.94
8065 Storm Water	\$	-	\$	1,218.96
9500 Non-Program Revenue	\$	-	\$	21,264.26
Total	\$	70,745.66	\$	101,402.22

OLD BUSINESS

Nuisance Property Updates

Attorney Kruse provided council with an update on nuisances: Frye property, she stated that the trial has been put on hold since Mr. Frye provided documentation/proof of funds to make repairs/improvements to the property. If Mr. Frye fails to make the required repairs/improvements the trial will be rescheduled and continue the process. Kruse also explained that municipal infraction has been prepared and will be delivered to the owner of Rolling Hills Mobile Home Court.

NEW BUSINESS

307 W Harrison St/Riegel Nuisance Hearing

Susan Riegel addressed the council regarding the vehicles on her property, she stated that we do not know what we are talking about, she has only 1 gold car and 1 pickup. Mr. & Mrs. Halvorson, vehicle owners, stated that they are licensed and insured Chief Dugan addressed the resident regarding the vehicles, he stated that the court house differs from their statement, he also stated that there were two vehicles. Public Works Superintendent Schroyer stated that the second vehicle has been moved across the street and hidden behind a neighbor's garage. Attorney Kruse explained that the code states an inoperable vehicle is a vehicle that does not move in over 30 days, a vehicle can still be considered junk even if it is licensed and insured. Halvorson's stated the truck runs and that he would move it every 30 days. Council agreed that this is acceptable and told them they need to also take care of both gold cars, Halvorson's agreed.

M/S Mueller/Dietrich To approve Resolution 2019-40 A resolution regarding 307 W Harrison St. junk vehicle nuisance: resident to move the pickup at least every 30 days and to remove both gold cars by Friday, June 14, 2019.

Roll Call Bonnie, Lanny, Jim, Bob, Mat

Aye: Dietrich, Kuehl, Downey, Bodish, Mueller

Nay: None

Absent: None

Abstention: None

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FY19 Fund Transfers

City Administrator/Clerk Atkinson explained the transfers to council, stating that the interfund transfers were approved with the FY19 Budget. Atkinson also explained that 3 of the 6 transfers to savings were already budgeted for, the additional three are due to the remaining expenditure monies for the Police, EMS and Streets Department, the transfers would be put in the equipment fund for each department.

M/S Downey/Mueller To approve Resolution 2019-41 A resolution to approve year end budget transfers for FY2019

Roll Call

Aye: Kuehl, Downey, Bodish, Mueller, Dietrich

Nay: None

Absent: None

Abstention: None

FY20 Employee Annual Wages

City Administrator/Clerk Atkinson provided council with minor changes to the resolution: removal of Jennifer Kerpaul & Danielle McNally, their FY20 increases will be addressed later in the fiscal year per Chief Dugan.

Council Member Mueller addressed the council regarding the proposed wages and would like to increase the wages for PWS Schroyer, Chief of Police Dugan and City Administrator/Clerk Atkinson an additional \$0.50. Council Member Dietrich agreed with Mueller, Council Member Bodish stated that he is happy with the current practice which uses COLA to calculate the wages because it's good base.

M/S Bodish/Kuehl To approve Resolution 2019-42 A Resolution setting wages for appointed officers and employees of the City of Garnavillo for the Fiscal Year 2019-2020, 3%.

Roll Call

Aye: Downey, Bodish, Dietrich, Kuehl

Nay: Mueller

Absent: None

Abstention: None

Ordinance 04-2019 Chapter 69 No Parking

M/S Mueller/Bodish To approve the first reading of Ordinance 04-2019 Chapter 69 No Parking – North Roosevelt Street, both sides from East Van Buren Street and East Niagara Street from 6 am to 10 pm.

Roll Call

Aye: Bodish, Mueller, Dietrich, Kuehl, Downey

Nay: None

Absent: None

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Abstention: None

Water Tower Improvements/K&W Coatings LLC

M/S Kuehl/Downey To approve Resolution 2019-43 A resolution approving the proposal from K&W Coatings LLC to paint the 30,000 gallon water tower, not to exceed \$4,800.00.

Roll Call

Aye: Mueller, Dietrich, Kuehl, Downey, Bodish

Nay: None

Absent: None

Abstention: None

Town & Country Sanitation Liability Waiver

Attorney Kruse recommended that the council deny the waiver which would remove the hauler from all responsibility in the City of Garnavillo. The council discussed her recommendation and agreed with her so they did not sign the waiver.

CDBG 17-HSG-006 #1 PPE Final \$17,092.00

M/S Kuehl/Downey To approve Resolution 2019-44 A resolution approving CDBG 17-HSG-006 #1 Final Partial Pay Estimate, \$17,092.00.

Roll Call

Aye: Mueller, Kuehl, Bodish, Downey, Dietrich

Nay: None

Absent: None

Abstention: None

CDBG 17-HSG-006 #2 PPE Final, \$16,385.00

M/S Bodish/Mueller To approve Resolution 2019-45 A resolution approving CDBG 17-HSG-006 #1 Final Partial Pay Estimate, \$16,385.00.

Roll Call

Aye: Kuehl, Bodish, Downey, Dietrich, Mueller

Nay: None

Absent: None

Abstention: None

Policy ~ Compost Site Fees

City Administrator/Clerk Atkinson explained to council that and Public Works Superintendent Schroyer have discussed the need for fees for non-resident use of the compost site.

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M/S Bodish/Dietrich To approve Resolution 2019-46 A resolution approving a city policy: Solid Waste/Compost Site Disposal Fees.

Roll Call

Aye: Bodish, Downey, Dietrich, Mueller, Kuehl

Nay: None

Absent: None

Abstention: None

Compost Site Brush Grinding

Public Works Superintendent Schroyer presented the proposals: one-time grinding cost & annual contract cost from T&W Grinding, he asked council to approve the one-time grinding cost and not the annual contract.

M/S Kuehl/Mueller To approve Resolution 2019-47 A resolution approving the one-time grinding proposal from T&W Grinding not to exceed, \$8,000.00.

Roll Call

Aye: Downey, Dietrich, Mueller, Kuehl, Bodish

Nay: None

Absent: None

Abstention: None

Alpine Tech Office Proposal

City Administrator/Clerk Atkinson explained to council the need for cloud storage and cyber security.

M/S Mueller/Kuehl To approve Resolution 2019-49 A resolution approving the cyber-security and cloud back-up from Tech Office through Alpine Communications.

Roll Call

Aye: Kuehl, Dietrich, Bodish, Mueller, Downey

Nay: None

Absent: None

Abstention: None

Brinks Tree Service Proposal, Tree Removal in Park

Public Works Superintendent Schroyer explained that there are 4 dead trees in the park, two that need to be removed by a service since they are too big for public works to do. Council asked Public Works Superintendent Schroyer to research the cost of replacing the trees.

M/S Bodish/Mueller To approve Resolution 2019-50 A resolution approving the proposal from Brinks Tree Service for dead tree removal not to exceed \$1,800.00.

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Roll Call

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

Substance Abuse Services for Clayton County Request

M/S Kuehl/Mueller To approve Resolution 2019-51 A resolution approving the annual contribution to Substance Abuse Services for Clayton County Inc, \$931.00.

Roll Call

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

Nuisance Properties Discussion

City Administrator/Clerk Atkinson, Chief Dugan and Public Works Superintendent Schroyer provided council with updates on the nuisance properties. The mayor and council discussed the nuisance properties and determined the action to be taken on each property.

M/S Kuehl/Downey To approve Resolution 2019-52 A resolution regarding action on nuisance properties.

Roll Call

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

Employee Handbook Policy & Form ~ Health Insurance

City Administrator/Clerk Atkinson spoke to the council regarding the proposed policy which was asked for by the group interviewing candidates.

M/S Bodish/Dietrich To approve Resolution 2019-53 A resolution approving a city policy: Employee Handbook Section V: Health Insurance and Form.

Roll Call

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

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Public Works Assistant Hire

Mayor Priebe, Council members Bodish & Dietrich presented their recommendation to the rest of the council for the Public Works Assistant position. The Council Member Mueller asked applicant about his interest in the position.

M/S Bodish/Kuehl To approve Resolution 2019-54 A resolution approving the hiring of the Public Works Assistant position, Tim Puelz at an hourly rate of \$18.50.

Roll Call

Aye: Kuehl, Dietrich, Bodish, Mueller, Downey

Nay: None

Absent: None

Abstention: None

HEARING OF DELEGATIONS

Splash Pad Petition

Council Member Mueller addressed the council regarding the splash pad petition, he stated that a lot of little towns are putting them in and he would like council to consider one for Garnavillo. The mayor and council stated their opinions and asked Mueller to see if he could get additional information on costs.

Citizen Comments

Leonard Ohrt asked for the crosswalk signs to be put out, he is worried about the pedestrian traffic around the post office. Public Works Superintendent Schroyer explained that he does put it out but someone moves it right back to the curb, he stated that he will try to catch who is moving it.

DEPARTMENT REPORTS

City Administrator/Clerk Atkinson provided council a written report in the packet, there were no questions.

Chief of Police Dugan provided council with his report and then showed them the items that were discovered at the Croell property.

Public Works Superintendent Schroyer provided council with his report and explained that Prairie Road Builders will be in town after the 4th of July.

COUNCIL COMMENT

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Council Member Kuehl asked what the rules are for bicycle's on Main Street, Attorney Kruse researched the question and stated that they are not allowed in the commercial district (Main Street from corporate limit to corporate limit). City Administrator/Clerk Atkinson stated that she will put it in the next newsletter.

Council Member Downey reported that he received a complaint that there were too many rabbits in town, Downey stated that he told them traps were available at City Hall.

Council Member Bodish asked if the electronic speed signs in the next budget, Chief Dugan stated that yes they were. Bodish asked for them to be on the next agenda for purchase.

MAYOR'S REPORT

Mayor Priebe asked Chief Dugan to see if he could do something about the speeding on West Watson Street, Dugan said that he will put the speed trailer out and set up more frequent patrols.

M/S Kuehl/Bodish To adjourn at 8:47 pm. Aye: 5 Nay: 0 Absent: 0 Abstention: 0

Mark Priebe, Mayor

Attest:

Melissa Atkinson, City Administrator/Clerk