

City of Garnavillo

The City of Garnavillo City Council met in a regular session on Wednesday, October 13, 2021 at 6:03 pm at the Community Center, 106 W Niagara Street, Garnavillo.

The meeting was called to order by Mayor Chad Schmelzer.

Roll call was taken, council members in attendance were Shelley Dietrich, Daryl Petsche and Val Cromer. Council Members Luke Clefish and Mat Mueller were absent.

The Pledge of Allegiance was recited.

M/S Cromer/Dietrich To approve the consent agenda. Aye: 3 Nay: 0 Absent: 2 Abstention:0

Claims

Check #	Vendor	Amount	Description
000357E	IPERS	\$2,422.56	RETIREMENT
000346E	BLACK HILLS ENERGY	\$372.28	UTILITY
000353E	ALLIANT ENERGY	\$5,804.40	UTILITY
000365E	POSTMASTER	\$232.00	POSTAGE
000368E	SECRETARY OF STATE	\$30.00	NOTARY ATKINSON
000366E	POSTMASTER	\$107.85	POSTAGE
000367E	POSTMASTER	\$26.35	POSTAGE
000351E	INTERNAL REVENUE SERVICE	\$4,654.30	WITHHOLDINGS
000352E	IPERS	\$22.00	RETIREMENT
000360E	WELLMARK	\$1,723.42	PREMIUMS
000374E	AFLAC	\$125.10	PREMIUMS
015704	BAKER & TAYLOR	\$41.51	LIBRARY
015705	CENTER POINT LARGE PRINT	\$91.08	LIBRARY
015706	NANCYS COMPUTER SERVICE	\$21.00	LIBRARY
015707	OVERDRIVE INC	\$434.10	LIBRARY
015708	QUILL CORP	\$44.55	LIBRARY
015709	STOREY KENWORTHY	\$53.60	LIBRARY
015710	WOLTER, JUNE	\$2,154.79	LIBRARY
000361E	WELLMARK	\$1,723.42	PREMIUMS
000350E	ALPINE COMMUNICATIONS	\$63.92	PHONE
000354E	ALPINE COMMUNICATIONS	\$857.95	PHONE
000370E	TREASURER STATE OF IOWA	\$2,639.00	WATER EXCISE TAX
000371E	TREASURER STATE OF IOWA	\$592.00	SALES TAX
000372E	TREASURER STATE OF IOWA	\$1,898.00	WITHHOLDINGS
000373E	IPERS	\$2,964.61	RETIREMENT

City of Garnavillo

015712	3E-ELECTRICAL ENGINEERING & EQ	\$3,070.00	GENERATORS
015713	ALLIANT ENERGY	\$175.53	UTILITY
015714	BACKHOE SPECIALISTS	\$575.00	CEMETERY CURBSTOP
015715	BADGER METER	\$23.22	READS
015716	BROWN SUPPLY CO	\$874.61	METAL DETECTOR
015717	DUBUQUE FIRE EQUIPMENT INC	\$511.60	INSPECTION
015718	FEHR GRAHAM	\$4,116.25	PROJECT
015719	GARNAVILLO CEMETERY ASSOC	\$1,001.76	PROPERTY TAX
015720	GUTTENBERG PRESS	\$97.81	PUBLICATIONS
015721	HACKETTS PORTA POTTY RENTAL	\$135.00	RENTAL
015722	HAWKINS WATER TREATMENT	\$500.68	SUPPLIES
015723	IDNR WATER SUPPLY	\$95.00	ANNUAL FEE
015724	IHDE S	\$173.85	FUEL/BATTERY
015725	IOWA WATER ENVIRONMENT ASSOC	\$70.00	CONFERENCE
015726	KEYSTONE LABORATORIES INC	\$122.80	TESTING
015727	KLUESNER SANITATION LLC	\$4,528.00	TRASH/RECYCLE
015728	KUEMPEL HARDWARE	\$30.95	SHOP SUPPLIES
015729	METERING & TECHNOLOGY SOLUTION	\$608.42	METERS
015730	MEUSER LUMBER-ELKADER	\$36.98	GARBAGE BAGS
015731	MEUSER LUMBER-GUTTENBERG	\$22.80	FLAG ROPE
015732	MIDWEST RADAR & EQUIPMENT	\$80.00	RADAR CALIBRATION
015733	SCHMITZ JANITORIAL SUPPLY	\$142.60	SUPPLIES
015734	STOREY KENWORTHY	\$324.90	PAPER
015735	THREE RIVERS COMPANY	\$552.02	FUEL
015736	US CELLULAR	\$255.83	PHONE
015738	EUROFINS TESTAMERICA	\$403.20	TESTING
015739	KLUESNER SANITATION LLC	\$361.39	CLEAN UP DAY
000369E	BLACK HILLS ENERGY	\$464.87	UTILITY

Treasurer Report

	Revenues	Expenses
General Fund	\$ 34,910.63	\$ 74,383.40
Road Use Tax Fund	\$ 12,695.15	\$ 1,017.70
Employee Benefit Fun	\$ 1,794.43	\$ 3,119.29
Emergency Fund	\$ 448.27	\$ -
TIF Fund	\$ -	\$ -
Urban Renewal Fund	\$ -	\$ -
Debt Service Fund	\$ 2,412.55	\$ -
Capital Project Fund	\$ 96.86	\$ 140,037.64
Storm Water Utility Fund	\$ 1,221.58	\$ -

City of Garnavillo

Water Fund	\$ 19,675.54	\$ 7,586.75
Water Sinking Fund	\$ -	\$ -
Sewer Fund	\$ 20,480.16	\$ 9,020.55
	\$ 93,735.17	\$ 235,165.33

Citizen Comment

Residents addressed the council regarding several items:

Comment section should be at the end of the agenda so the residents have time to respond to agenda items and they don't understand the three minute limit. Council Member Cromer explained that her thoughts on having it at the top of the agenda and Mayor Schmelzer explained that the time limit is flexible and at his discretion.

Website still has the incorrect meeting time, Administrator/Clerk Atkinson stated that she missed it and will get it fixed.

Resident dispute with a council member over a private property issue, Mayor Schmelzer explained that the city does not get involved in private matters.

Old Business

Ordinance 07-2021 Chapter 106 Solid Waste Collection Fees – Second Reading

M/S Cromer/Petsche To approve the second reading of Ordinance 07-2021 Chapter 106 Solid Waste Collection Fees.

Roll Call

Aye: Cromer, Petsche, Dietrich

Nay: None

Absent: Clefisch, Mueller

Abstention: None

Ordinance 09-2021 Chapter 56 Urban Chicken Issuance of Permit – Second Reading

M/S Cromer/Petsche To approve the second reading of Ordinance 08-2021 Chapter 56 Urban Chicken Issuance of Permit.

Roll Call

Aye: Cromer, Petsche, Dietrich

City of Garnavillo

Nay: None

Absent: Clefisch, Mueller

Abstention: None

New Business

21-440 Adams Court Contract Change Order #2, \$6,236.59

Engineer Sam Ertl explained the items in the change order.

M/S Petsche/Cromer To approve Resolution 2021-88 A resolution approving 21-440 Adams Court Improvements Contract Change Order #2, \$6,236.59.

Roll Call

Aye: Petsche, Clefisch (arrived at 6:09 pm), Dietrich, Cromer

Nay: None

Absent: Mueller

Abstention: None

21-440 Adams Court Partial Pay Estimate #2, \$2,374.99

Engineer Sam Ertl provided the details of the partial pay estimate.

M/S Petsche/Dietrich To approve Resolution 2021-89 A resolution approving 21-440 Adams Court Improvements Partial Pay Estimate #2, \$2,374.99.

Roll Call

Aye: Clefisch, Dietrich, Cromer, Petsche

Nay: None

Absent: Mueller

Abstention: None

21-440 Adams Court Final Pay Estimate, \$7,175.91

Engineer Sam Ertl provided the details of the final estimate and City Administrator/Clerk Atkinson explained that the payment will be made 30 days after the council accepts the project.

M/S Petsche/Cromer To approve Resolution 2021-90 A resolution approving 21-440 Adams Court Improvements Final Partial Pay Estimate, \$7,175.91.

Roll Call

City of Garnavillo

Aye: Dietrich, Cromer, Petsche, Clefish

Nay: None

Absent: Mueller

Abstention: None

21-440 Adams Court Project Acceptance

Engineer Sam Ertl explained that the project is complete and once it is accepted by the council the maintenance bond kicks in.

M/S Petsche/Dietrich To approve Resolution 2021-91 A resolution formally accepting 21-440 Adams Court Improvements as complete.

Roll Call

Aye: Petsche, Dietrich, Cromer, Clefish

Nay: None

Absent: Mueller

Abstention: None

Street Improvement Project: Industrial Road or South Lincoln Street

Council, Engineer Ertl and staff discussed the proposals for both projects and the finances available for the project.

M/S Petsche/Dietrich To approve Resolution 2021-92 A resolution approving the Industrial Road Improvement Project.

Roll Call

Aye: Petsche, Dietrich, Cromer, Clefish

Nay: None

Absent: Mueller

Abstention: None

Fehr Graham Professional Project Services Agreement, Street Project

M/S Cromer/Petsche To approve Resolution 2021-93 A resolution approving the professional services agreement for engineering services with Fehr Graham Engineering & Environmental for street project: Industrial Road Improvements.

Roll Call

Aye: Dietrich, Cromer, Clefish, Petsche

City of Garnavillo

Nay: None

Absent: Mueller

Abstention: None

Speed Sign Placement

Public Works Superintendent explained to council where he and Chief Hoyheim discussed putting the signs: 35 mph sign southbound and 25 mph sign northbound, he stated that if council approves the locations we can get them up next week.

M/S Cromer/Petsche To approve Resolution 2021-94 A resolution approving the location of the two speed signs on Highway 52: 35 mph sign southbound and 25 mph sign northbound.

Roll Call

Aye: Cromer, Clefisch, Petsche, Dietrich

Nay: None

Absent: Mueller

Abstention: None

Clayton County Hazard Mitigation Plan

M/S Petsche/Clefisch To approve Resolution 2021-95 A resolution adopting the Clayton County, Iowa Multi-Jurisdictional Multi-Hazard Mitigation Plan.

Roll Call

Aye: Clefisch, Petsche, Dietrich, Cromer

Nay: None

Absent: Mueller

Abstention: None

NEICAC Low Income Household Water Assistance Program Vendor Agreement

M/S Cromer/Petsche To approve Resolution 2021-96 A resolution authorizing Mayor Schmelzer to sign the Northeast Iowa Community Action Corporation (NEICAC) Low-Income Housing Water Assistance Program (LIHWAP) Agreement.

Roll Call

Aye: Clefisch, Cromer, Dietrich, Petsche

Nay: None

Absent: Mueller

Abstention: None

City of Garnavillo

Cromer Utility Bill Adjustment

Resident Val Cromer addressed the council regarding her high water bill, she stated that someone turned on their outdoor spigot causing it to run without them realizing it. She asked council to waive a portion of the sewer bill since it was outside and did not go down a drain.

Council Member Clefisch motioned to deny the request to waive a portion of Cromer's water bill. There was no second, the motion failed due to lack of a second. There was no additional action.

Halloween Trick or Treat Date & Time

M/S Petsche/Dietrich To set the date and time for trick or treating to be Sunday, October 31, 2021, 4 pm to 7 pm. Aye: 4 Nay: 0 Absent: 1 Abstention: 0

Simmering-Cory & Iowa Codification Code Updates

M/S Cromer/Dietrich To set a codification work session for Wednesday, October 20th, 2021 at 6:00 pm. Aye: 4 Nay: 0 Absent: 1 Abstention: 0

Estes Point Flag Letter of Support

Mayor Schmelzer addressed council regarding this topic, he stated that after discussion with Chuck Lawson they may not need the letter as they are working through some legal matters with the state. Schmelzer stated that he would still like the council permission to prepare a letter of support just in case they need it.

M/S Cromer/Petsche To approve Resolution 2021-97 A resolution approving the City of Garnavillo's letter of support to save the Estes Point Flag.

Roll Call

Aye: Cromer, Dietrich, Petsche, Clefisch

Nay: None

Absent: Mueller

Abstention: None

City Hall Office Hours

Mayor Schmelzer explained that at the budget session it was discussed that it would be nice to offer better hours so the residents could get to the office when it is open, he stated that the recommendation was Monday – Thursday, 7:30 am – 5:30 pm.

City of Garnavillo

M/S Cromer/Petsche To approving Resolution 2021-98 A resolution setting office hours to be Monday – Thursday, 7:30 am – 5:30 pm, effective 10/18/21

Roll Call

Aye: Dietrich, Petsche, Clefisch, Cromer

Nay: None

Absent: Mueller

Abstention: None

Attorney Report

Nuisance Properties

Attorney Kruse via phone provided council with a brief update, stating that the current properties are in litigation and not up for discussion, she will provide council updates as the courts proceed with the cases.

Department Reports

Public Works

Public Works Superintendent Schroyer introduced Tyler Andreae, our new Public Works Assistant. Schroyer stated they have been able to get caught up on the mowing, cleaning the shop and next week they will be flushing hydrants. He also stated that he will be sending notices to the residents who need to trim their trees and they will close the park bathrooms by the end of the month. Schroyer also informed council that he discovered that Guttenberg Industries had a leak that was using approximately 60,000 gallons of water a day.

Police Department

Chief Hoyheim's report was provided to council in the packet. Officer Ken Hoeger reported that they are currently working on a couple cases in town.

City Administrator/Clerk

City Administrator/Clerk Atkinson's report was provided to council in the packet, she added that the census numbers show that Garnavillo has grown 18 people since the 2010 census bringing our population up to 763.

City of Garnavillo

City Council Comment

None

Mayor's Report

Mayor Schmelzer addressed the council and staff reminding them that they are to remain professional in all interactions with residents and others.

M/S Cromer/Petsche To adjourn at 7:00 pm. Aye: 3 Nay: 0 Absent: 1 Abstention: 0

Chad Schmelzer, Mayor

Attest:

Melissa Atkinson, City Administrator/Clerk