

City of Garnavillo

The City of Garnavillo City Council met in a regular session on Wednesday, January 12, 2022 at 6:00 pm at the Community Center, 106 W Niagara Street, Garnavillo, Iowa 52049.

Mayor Chad Schmelzer called the meeting to order.

Roll call was taken, council members present were Daryl Petsche, Val Cromer, Shelley Dietrich, Roger Balk and Mike Schmelzer.

The Pledge of Allegiance was recited.

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

Claims

015788	ACCESS	LIBRARY	\$78.36
015789	BAKER & TAYLOR	LIBRARY	\$33.05
015790	CENGAGE LEARNING INC/GALE	LIBRARY	\$116.60
015791	CENTER POINT LARGE PRINT	LIBRARY	\$93.48
015792	DEMCO	LIBRARY	\$73.63
015793	JUNIOR LIBRARY GUILD	LIBRARY	\$48.80
015794	MIDAMERICA BOOKS	LIBRARY	\$86.80
015795	PENWORTHY COMPANY	LIBRARY	\$139.93
015796	ROBINSON, LISA	LIBRARY	\$92.80
015798	AUTOMATIC SYSTEMS	PW REPAIRS	\$921.00
015799	B & M ELECTRIC LLC	BLDG MAINT	\$76.10
015800	BADGER METER	METER READS	\$23.22
015801	BROWN SUPPLY CO	PW SUPPLIES	\$55.00
015802	CAMP POWERSPORTS-NAPA	PW SUPPLIES	\$126.51
015803	COMELEC SERVICES INC	SIREN	\$97.00
015804	COMMUNITY SAVINGS BANK	LOAN INT	\$4,378.02
015805	ELECTRIC MOTOR SHOP INC	SIREN	\$298.53
015806	EUROFINS TESTAMERICA	TESTING	\$504.00
015807	FEHR GRAHAM	ENGINEERING	\$1,750.00
015808	GARNAVILLO AUTO & TIRE	PW SUPPLIES	\$159.00
015809	GARNAVILLO CEMETERY ASSOC	PROP TAX	\$534.23
015810	GPM	SEWER	\$468.00

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015811	GUTTENBERG PRESS	PUBLICATIONS	\$267.47
015812	IHDE S	FUEL/VEHICLE	\$318.50
015813	IOWA PRISON INDUSTRIES	PLAQUES	\$115.60
015814	KEYSTONE LABORATORIES INC	TESTING	\$241.80
015815	KLUESNER SANITATION LLC	TRASH	\$4,542.15
015816	KUEMPPEL HARDWARE	PW SUPPLIES	\$25.70
015817	MEUSER LUMBER-ELKADER	CH SUPPLIES	\$14.99
015818	MEUSER LUMBER-GUTTENBERG	PW SUPPLIES	\$65.72
015819	THE SHRED MASTER	SHRED	\$50.00
015820	THREE RIVERS FS CO	FUEL	\$880.38
015821	ALLIANT ENERGY	UTILITY	\$294.14
015822	TYLER ANDREAE	CDL RMBS	\$622.68
015832	BAKER & TAYLOR	LIBRARY	\$16.52
015833	CENGAGE LEARNING INC/GALE	LIBRARY	\$99.01
015834	CENTER POINT LARGE PRINT	LIBRARY	\$93.48
015835	CONSUMER REPORTS	LIBRARY	\$32.10
015836	AIRGAS USA LLC	EMS	\$223.25
015837	ALLIANT ENERGY	UTILITY	\$311.85
015838	B & M ELECTRIC LLC	BLDG MAINT	\$11.65
015839	BADGER METER	ANNUAL	\$923.16
015840	BODENSTEINER IMPLEMENT	TRACTOR	\$232.47
015841	COMTELEC SERVICES INC	INTERNET	\$10.00
015842	COMMUNITY SAVINGS BANK	LOCK BOX	\$12.00
015843	DEARBORN NATIONAL LIFE	PREMIUMS	\$122.40
015844	ETHAN KOEHN CONSTRUCTION	MANHOLES	\$800.00
015845	EUROFINS TESTAMERICA	TESTING	\$504.00
015846	FARMERS CULLIGAN	FD	\$9.80
015847	FEHR GRAHAM	ENGINEERING	\$5,576.00
015848	GARNAVILLO AUTO & TIRE	PW SUPPLIES	\$5.37
015849	GARNAVILLO CEMETERY ASSOC	PROP TAX	\$660.86
015850	GLENNS LOCK SERVICE	BLDG MAINT	\$48.99
015851	GUTTENBERG PRESS	PUBLICATIONS	\$192.39
015852	HAWKINS WATER TREATMENT	WATER	\$137.50
015853	I.S.C.I.A.	PD CLASS	\$150.00
015854	IAMU	DUES	\$326.05
015855	IHDE S	FUEL/VEHICLE	\$124.19

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015856	IOWA PRISON INDUSTRIES	PLAQUES	\$99.75
015857	KEYSTONE LABORATORIES INC	TESTING	\$12.80
015858	KLUESNER SANITATION LLC	TRASH	\$4,542.15
015859	MFL AMBULANCE	MEMORIAL	\$100.00
015860	RICOH USA INC	COPIES	\$174.51
015861	SHIELD TECHNOLOGY CORP	PD	\$195.00
015862	STONEY CREEK HOTEL	PD CLASS	\$315.84
015863	TEE JAY CENTRAL	DOOR REPAIR	\$548.80
015864	THREE RIVERS FS CO	FUEL	\$691.85
000386E	ALLIANT ENERGY	UTILITY	\$5,546.18
000387E	BLACK HILLS ENERGY	UTILITY	\$379.13
000389E	INTERNAL REVENUE SERVICE	WITHHOLDINGS	\$3,741.67
000390E	IPERS	CONTRIBUTION	\$2,262.31
000391E	ALPINE COMMUNICATIONS	PHONE	\$64.94
000392E	TREASURER STATE OF IOWA	WET	\$1,275.00
000397E	IPERS	CONTRIBUTION	\$2,013.34
000398E	POSTMASTER	POSTAGE	\$178.00
000400E	AFLAC	PREMIUMS	\$83.40
000401E	ALPINE COMMUNICATIONS	PHONE	\$852.02
000402E	WELLMARK	PREMIUMS	\$3,102.20
000403E	US CELLULAR	PHONE	\$255.50
000404E	IOWA FINANCE AUTHORITY	LOAN INT	\$2,690.63
000405E	IOWA FINANCE AUTHORITY	LOAN INT	\$533.75
000406E	BLACK HILLS ENERGY	UTILITY	\$627.33
000408E	POSTMASTER	POSTAGE	\$26.60
000413E	ALPINE COMMUNICATIONS	PHONE	\$64.78
000414E	COMMUNITY SAVINGS BANK	ADJ	\$0.02
000415E	COMMUNITY SAVINGS BANK	LOAN INT	\$2,737.50
000416E	COMMUNITY SAVINGS BANK	LOAN INT	\$4,378.02
000417E	TREASURER STATE OF IOWA	WITHHOLDINGS	\$1,729.00
000418E	TREASURER STATE OF IOWA	SALES TAX	\$4,013.00
000419E	TREASURER STATE OF IOWA	WET	\$1,077.00
000420E	INTERNAL REVENUE SERVICE	WITHHOLDINGS	\$3,964.12
000421E	ALLIANT ENERGY	UTILITY	\$5,368.46
000422E	WALMART	PD SUPPLIES	\$18.19
000423E	POSTMASTER	POSTAGE	\$218.00

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000424E	TREASURER STATE OF IOWA	WET	\$1,202.24
000425E	MENARDS	PW SUPPLIES	\$35.94
000426E	INTERNAL REVENUE SERVICE	WITHHOLDINGS	\$966.46
000427E	INTERNAL REVENUE SERVICE	WITHHOLDINGS	\$1,747.19
000428E	IPERS	CONTRIBUTION	\$2,302.11
000429E	BLACK HILLS ENERGY	UTILITY	\$1,401.40
000430E	ALPINE COMMUNICATIONS	PHONE	\$850.91

Treasurer Report

FY22 DEC Fund Balances			
ACCOUNT NAME	Debit	Credit	BALANCE
General Fund	\$ 21,207.63	\$ 40,235.72	\$ (1,685,058.31)
RUT Fund	\$ 1,168.67	\$ 7,597.77	\$ (124,134.34)
Employee Benefit Fund	\$ 2,956.53	\$ 1,485.54	\$ (46,984.70)
Emergency Fund	\$ 0.45	\$ 371.22	\$ (8,877.15)
TIF Fund	\$ -	\$ -	\$ 24,605.70
Urban Renewal Fund	\$ -	\$ -	\$ (21,144.72)
Debt Service Fund	\$ 7,651.69	\$ 1,997.31	\$ (37,840.10)
Capital Project Fund	\$ 1,828.00	\$ 156.00	\$ 216,412.54
Storm Water Utility Fund	\$ 9.14	\$ 1,268.92	\$ (83,203.15)
Water Fund	\$ 9,413.22	\$ 20,378.88	\$ (458,325.51)
Water Sinking Fund	\$ 7,068.65	\$ -	\$ 14,854.62
Sewer Fund	\$ 13,920.38	\$ 21,242.55	\$ (744,922.83)
	\$ 65,224.36	\$ 94,733.91	\$ (2,954,617.95)

Citizen Comment

Residents addressed the council regarding the following items:

Speed and the vehicles failing to yield for pedestrians on Main St/Hwy 52. Council discussed and asked engineer to look into crosswalk options and costs.

Nuisance property status. Attorney Kruse stated that we are waiting for the judge to rule.

City of Garnavillo

Old Business

None

New Business

Annual Appointments

City Administrator Atkinson stated that there are a few boards/commissions that still need to be filled and asked council members and residents to help find residents to serve.

M/S Petsche/Schmelzer To approve Resolution 2022-01 A resolution authorizing official appointments.

Roll Call

Aye: Cromer, Dietrich, Petsche, Balk, Schmelzer

Nay: None

Absent: None

Abstention: None

Bank Designation & Signature Card 2022

City Administrator Atkinson stated that this is an annual resolution that designates Community Savings Bank as the city's bank and updates the signature card.

M/S Petsche/Dietrich To approve Resolution 2022-02 A resolution designating Community Savings Bank as the official bank of the City of Garnavillo an authorizing the persons for the signature card.

Roll Call

Aye: Dietrich, Petsche, Balk, Schmelzer, Cromer

Nay: None

Absent: None

Abstention: None

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FY23 Proposed Property Tax Max Levy Notice

City Administrator Atkinson explained that this will be the first public hearing of the FY23 Budget process.

M/S Dietrich/Balk To approve Resolution 2022-03 A resolution setting the FY23 proposed property tax levy public hearing for Wednesday, February 9th, 2022 at 6:00 pm.

Roll Call

Aye: Petsche, Balk, Schmelzer, Cromer, Dietrich

Nay: None

Absent: None

Abstention: None

FY23 Budget Support Requests

City Administrator Atkinson explained that this resolution approves the request for the next fiscal year and is done as part of the budget process.

M/S Petsche/Schmelzer To approve Resolution 2022-04 A resolution approving support/contribution requests for the FY23 Budget.

Aye: Balk, Schmelzer, Cromer, Dietrich, Petsche

Nay: None

Absent: None

Abstention: None

FY23 Budget Workshop 02/02/2022

City Administrator Atkinson explained to council that she would like to reschedule the workshop originally scheduled for 12/29/2022 to 02/02/2022 instead of 01/26/2022 as listed on the agenda.

M/S Petsche/Schmelzer To set budget workshop Wednesday, February 02, 2022 at 6:00 pm.

Aye: 5 Nay: 0 None: 0 Absent: 0

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Industrial Road Improvement Project

Engineer Ertl provided council with preliminary plans for the Industrial Road Improvement Project and discussed the late start date.

M/S Petsche/Schmelzer To approve Resolution 2022-05 A resolution to provide for a notice of hearing contract and estimate of cost for the Industrial Road Improvements Project, and the taking of bids therefor, Wednesday, February 9, 2022 at 6:00 pm.

Roll Call

Aye: Schmelzer, Cromer, Dietrich, Petsche, Balk

Nay: None

Absent: None

Abstention: None

Library Board of Trustee Appointment

Mayor Schmelzer presented the Library Board of Trustees selection for the open position, Sharon Schmelzer.

M/S Dietrich/Petsche To approve Resolution 2022-06 A resolution appointing Sharon Schmelzer to the Library Board of Trustees.

Roll Call

Aye: Cromer, Balk, Dietrich, Schmelzer, Petsche

Nay: None

Absent: None

Abstention: None

Northeast Iowa Community Action Corporation 28E Agreement

City Administrator Atkinson explained that current state auditors are now requiring some sort of documentation that supports the relationship between cities and organizations such as a 28E or resolution.

M/S Petsche/Dietrich To approve Resolution 2022-07 A resolution approving the 28E agreement with Northeast Iowa Community Action Corporation (NEICAC).

Roll Call

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Aye: Balk, Dietrich, Schmelzer, Petsche, Cromer

Nay: None

Absent: None

Abstention: None

Dearborn Life Insurance Co, Life Insurance & ADD Policy Renewal

City Administrator Atkinson explained that this is the annual renewal for the city policy.

M/S Dietrich/Balk To approve Resolution 2022-08 A resolution approving Dearborn Life Insurance Co. Policy/Rates effective 04/01/2022.

Roll Call

Aye: Dietrich, Schmelzer, Petsche, Cromer, Balk

Nay: None

Absent: None

Abstention: None

Shop Heater Installation Proposal

Public Works Superintendent and council discussed the proposal received and would like more information from the county, they would like have County Engineer Koopman attend a meeting to answer questions. Council would also like the 28E agreement reviewed and updated to fit the current use.

M/S Schmelzer/Petsche To table the action on the Shop Heater Installation Proposal. Aye: 5
Nay: 0 Absent: 0 Abstention: 0

Attorney Report

Attorney Kruse reported that the trial was held in December on the nuisance property and that she is waiting for the judge to issue his decision, she stated that he has three months to complete it.

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Department Reports

Police Department, Chief of Police Kari Hoyheim, explained that the second speed sign has been repaired and is being sent back, it will be installed as soon as weather permits once we get it back.

Public Works Department, Superintendent Chad Schroyer, informed council that the Christmas lights were taken down today. He also explained that he is having difficulties with the salt/sand mix the county is providing, he stated that it doesn't seem to be working.

City Administrator/Clerk Atkinson provided council with a written report and asked if there were any questions, there were none.

City Council Member Comments

Council Member Balk asked about several topics:

Sidewalks – How do we take care of them when they are not shoveled and who is responsible for the step on Main Street. Atkinson stated that we have a policy that requires a complaint to be filed and Attorney Kruse stated that the step on Main Street is the property owner's responsibilities. Council discussed the options and directed City Administrator/Clerk Atkinson to update the policy for the next meeting.

Clayton Ridge School Bus Barn – What can be done about the junk around the building? Administrator/Clerk Atkinson stated that a complaint should be filed and a letter can be sent, PWS Schroyer and Chief Hoyheim stated that a phone call to Superintendent Wahls would probably take care of it.

City Administrator/Clerk role and authority? – Council and staff briefly discussed.

Dump truck – Why isn't it road worthy and why are we still driving it if it isn't? PWS Schroyer stated that he was told that it would be more that it was worth. Council discussed and directed PWS Schroyer to take it somewhere and get an actual estimate to have it repaired so we know how much it would be.

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Mayor's Report

Mayor Schmelzer welcomed the new council members, Roger Balk and Mike Schmelzer and returning council member, Shelley Dietrich.

M/S Balk/Petsche To adjourn at 7:20 pm. Aye: 5 Nay: 0 Absent: 0 Abstention: 0

Chad Schmelzer, Mayor

Attest:

Melissa Atkinson, City Administrator/Clerk