

City of Garnavillo

The City of Garnavillo City Council met in a regular session on Wednesday, April 14, 2021 at 7:00 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 Daryl Petsche and Mat Mueller were available. Council Member Val Cromer was absent.

The Pledge of Allegiance was recited.

M/S Mueller/Petsche To approve the consent agenda. Aye: 2 Nay: 0 Absent: 1 Abstention: 0
Vacant: 2

Claims

236E	ALPINE	LIBRARY	\$65.20
15476	ACCESS	LIBRARY	\$73.26
15477	CENGAGE LEARNING	LIBRARY	\$93.61
15478	CENTER POINT LARGE PRINT	LIBRARY	\$207.92
15479	DEMCO	LIBRARY	\$120.27
15480	JUNE WOLTER	LIBRARY	\$213.99
15481	MIDWEST LIVING MAGAZINE	LIBRARY	\$12.00
15482	SMART APPLE MEDIA	LIBRARY	\$55.89
15483	ALLIANT ENERGY	UTILITY	\$270.64
244E	ALLIANT ENERGY	UTILITY	\$6,010.84
238E	ALPINE	UTILITY	\$857.06
15484	AUTOMATIC SYSTEMS	SYSTEM UPDATE	\$1,584.25
15485	B & M ELECTRIC LLC	REPAIRS	\$1,060.46
15486	BADGER METER	FEES	\$23.10
15487	BODENSTEINER IMPLEMENT	TRACTOR	\$1,053.80
15488	BRUENING ROCK PRODUCTS INC	ROCK	\$491.55
15489	DEARBORN NATIONAL LIFE INS	PREMIUMS	\$122.40
15490	DORSEY & WHITNEY LLP	FEES	\$6,500.00
15491	EDGEWOOD AUTO & TIRE	VEHICLE	\$83.00
15492	EMC INSURANCE	PREMIUMS	\$266.90
15493	EUROFINS TESTAMERICA	TESTING	\$340.20
15494	FARMERS CULLIGAN	FIRE DEPT	\$29.40
15495	FASSBINDERS SMALL ENGINES	EQUIPMENT	\$6.63
15496	FRIEDLEIN EXCAVATING	SNOW	\$600.00

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15497	GARNAVILLO AUTO & TIRE	VEHICLE	\$131.90
15498	GARNAVILLO CEMETERY ASSOC	PROP TAX	\$485.28
15499	GARNAVILLO MILL	FLAGS	\$104.71
15500	GUTTENBERG PRESS	PUBS	\$337.54
15501	IAMU	DUES	\$644.00
15502	IHDE'S	FUEL & VEHICLE	\$668.00
239E	IPERS	RETIREMENT	\$2,455.02
15503	KEYSTONE LABORATORIES INC	TESTING	\$40.80
15504	NORTH END AUTO WRECKING INC	VEHICLE	\$160.00
15505	SAFE LIFE DEFENSE	UNIFORM	\$485.10
15506	SCHMITZ JANITORIAL SUPPLY	SUPPLIES	\$177.55
15507	THREE RIVERS CO	DUST CONTROL	\$360.00
15508	THREE RIVERS FS CO	FUEL	\$391.88
240E	TREASURER STATE OF IOWA	SALES TAX	\$586.00
241E	TREASURER STATE OF IOWA	WITHHOLDINGS	\$2,008.00
242E	TREASURER STATE OF IOWA	EXCISE TAX	\$1,004.00
15509	WERGES, BILL	PARK	\$100.00
15510	ZARNOTH BRUSH WORKS	EQUIPMENT	\$126.50
15511	BISCHOFF INSURANCE	PREMIUMS	\$65,172.01

Old Business

Street Improvements

Council reviewed the proposals for Adams Court from Engineer Wicks, Fehr Graham.

M/S Mueller/Petsche To approve Resolution 2021-37 A resolution approving street project: Adams Court (HMA).

Roll Call

Aye: Mueller, Petsche

Nay: None

Absent: Cromer

Abstention: None

Vacant: 2

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New Business

PD Equipment: Speed Signs

Chief Hoyheim presented the speed sign she selected for placement on Highway 52 to replace the one recently installed which will be moved to Centre St near the school.

M/S Petsche/Mueller To approve Resolution 2021-38 A resolution approving the purchase of PD Equipment: Speed Signs (2) not to exceed \$4,375 each.

Roll Call

Aye: Mueller, Petsche

Nay: None

Absent: Cromer

Abstention: None

Vacant: 2

PW Equipment: Snowplow

PWS Schroyer presented council with the proposal from Garnavillo Auto for a snowplow.

M/S Mueller/Petsche To approve Resolution 2021-39 A resolution approving the purchase of PW Equipment: Snowplow.

Roll Call

Aye: Petsche, Mueller

Nay: None

Absent: Cromer

Abstention: None

Vacant: 2

Chip & Seal Request for Proposals

City Administrator/Clerk Atkinson explained the proposed proposal for chip & seal stating that once the list of streets is provided by PWS Schroyer she will send it out.

M/S Petsche/Mueller To approve Resolution 2021-40 A resolution approving the Chip & Seal Request for Proposals.

Roll Call

Aye: Petsche, Mueller

Nay: None

Absent: Cromer

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Abstention: None

Vacant: 2

Sign (No Bikes, Skateboards) Installation, Larry Moser/Legion

Larry Moser asked council if they could put up signs in the monument area at the park because the lights are getting broken. Council and PWS Schroyer discussed options with Moser. They directed staff to check into pricing with Iowa Prison Industries for a sign that would work.

M/S Mueller/Petsche To approve Resolution 2021-41 A resolution approving the purchase and installation of signs for the Veteran Memorial in the park.

Roll Call

Aye: Petsche, Mueller

Nay: None

Absent: Cromer

Abstention: None

Vacant: 2

Shop Improvements: Heaters

PWS Schroyer explained the proposals received from the county for the heaters and council asked staff to set up a meeting with the county to discuss the proposals and to work on a new 28E agreement for the shared use of the property.

M/S Petsche/Mueller To table the City/County Shared Shop Heater improvements. Aye: 2 Nay: 0 Absent: 1 Abstention: 0 Vacant: 2

Caspersen Agreement & Backflow Valve Installation

Council discussed the ongoing issue/possible sewer project with the Caspersen's, they would like to have this resolved but would like a signed agreement so they directed City Attorney Kruse and City Administrator/Clerk Atkinson to prepare and send a final notice letter.

M/S Mueller/Petsche To table the Caspersen Agreement & Backflow Valve Installation. Aye: 2 Nay: 0 Absent: 1 Abstention: 0 Vacant: 2

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Equipment Disposal

City Administrator/Clerk Atkinson explained that she had been cleaning and put together a list of items that we no longer need and need to dispose of.

M/S Mueller/Petsche To approve Resolution 2021-42 A resolution approving the disposal of unused equipment and the costs incurred not to exceed \$200.

Roll Call

Aye: Mueller, Petsche

Nay: None

Absent: Cromer

Abstention: None

Vacant: 2

Record Retention Policy Document Destruction

City Administrator/Clerk Atkinson explained that per the city's record retention policy she has prepared a list of documents that can be destroyed, she explained that the confidential items will be shredded by the professional service we use.

M/S Mueller/Petsche To approve Resolution 2021-43 A resolution acknowledging the destruction of documents per the City of Garnavillo Record Retention Policy.

Roll Call

Aye: Petsche, Mueller

Nay: None

Absent: Cromer

Abstention: None

Vacant: 2

Administrative Policy Update: Purchasing

City Administrator/Clerk Atkinson explained that the previous policy was approved in 2013 and needed to be reviewed and updated.

M/S Petsche/Mueller To approve Resolution 2021-44 A resolution approving Administrative Policy Update: Purchasing.

Roll Call

Aye: Mueller, Petsche

Nay: None

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Absent: Cromer
Abstention: None
Vacant: 2

EMC Municipal Insurance Policy Renewal

City Administrator/Clerk Atkinson presented the policy renewal received from Bischoff Insurance.

M/S Mueller/Petsche To approve Resolution 2021-45 A resolution approving the 2021 EMC Municipal Insurance Policy Renewal, \$65,172.

Roll Call

Aye: Mueller, Petsche
Nay: None
Absent: Cromer
Abstention: None
Vacant: 2

Hearing of Delegations

Resident Chuck Lawson, asked if his street was going to be included on the list for chip & seal project this year and if the city is going to address the drainage issue in front of his property. PWS Schroyer said they are reviewing the streets and the prioritizing them.

Department Reports

Police Chief Hoyhiem reviewed her report with council. Mayor Schmelzer asked about the window tint on the squad, Hoyheim explained that she will take it to a shop to have it removed so it is done right and documented.

Public Works Superintendent explained that he has opened the parks and will be getting estimates for some well maintenance that needs to be done. Mayor Schmelzer asked him how the sewer lateral repair letters are going. PWS Schroyer stated that the list is done, City Administrator/Clerk Atkinson explained that Attorney Kruse reviewed the proposed letter and it is ready to go. Council Member Mueller asked how we expect residents to pay for the repairs, he asked if the city could pay for it and the resident could pay the city back. City Administrator/Clerk Atkinson stated that it wouldn't be in the city's best interest because we would have to come up with the money and assess the property and allow residents 10 years to pay it back. Atkinson explained private sewer maintenance is no different than other house maintenance such as roofs.

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Council Comment

Council Member Mueller asked council to place hiring a part-time employee to cover the office instead of closing it when Administrator/Clerk Atkinson has time off.

Council Member Petsche explained that he talked to Moser Tree Service about several trees that need work in the park, City Administrator/Clerk Atkinson explained that she would have to check the budget.

M/S Mueller/Petsche To adjourn at 8:18 pm. Aye: 2 Nay: 0 Absent: 1 Abstention: 0 Vacant: 2

Chad Schmelzer, Mayor

Attest:

Melissa Atkinson, City Administrator/Clerk