

# City of Garnavillo

The City of Garnavillo City Council met in a regular session on Wednesday, February 14, 2024 at 6:00 pm at the Community Center, 106 W Niagara Street, Garnavillo.

The meeting was called to order by Mayor Chuck Lawson.

Roll call was taken. Council members present were Lance Kuehl, Chad Schmelzer, Mike Schmelzer and Rachel Wolter. Council Member Bill Rademacher was absent.

The Pledge of Allegiance was recited.

M/S C Schmelzer/Wolter To approve the consent agenda. Aye: 4 Nay: 0 Absent: 1 Abstention: 0

## Claims

Check	Vendor	Amount	Description
941e	ALPINE COMMUNICATIONS	\$ 68.71	LIBRARY
943e	ALPINE COMMUNICATIONS	\$ 859.69	PHONE
947e	TREASURER STATE OF IOWA	\$ 1,094.02	WATER EXCISE TAX
948e	TREASURER STATE OF IOWA	\$ 198.92	SALES TAX
952e	BLACK HILLS ENERGY	\$ 974.64	GAS UTILITY
954e	THEISEN'S	\$ 232.17	SUPPLIES
955e	MENARDS	\$ 40.60	SUPPLIES
957e	COMELEC SERVICES INC	\$ 10.00	ROUTER
958e	COMELEC SERVICES INC	\$ 10.00	ROUTER
959e	IOWA PRISON INDUSTRIES	\$ 142.75	NAME PLATES
967e	IPERS	\$ 2,852.28	CONTRIBUTIONS
968e	POSTMASTER	\$ 68.00	FOREVER STAMPS
16742	CENGAGE LEARNING	\$ 203.97	LIBRARY
16743	CENTER POINT LARGE PRINT	\$ 95.88	LIBRARY
16744	CONSUMER REPORTS	\$ 32.10	LIBRARY
16745	GOOD HOUSEKEEPING	\$ 37.42	LIBRARY
16746	GUTTENBERG PRESS	\$ 48.00	LIBRARY
16747	IOWA OUTDOORS	\$ 12.00	LIBRARY
16748	WOMANS DAY	\$ 26.72	LIBRARY
16750	ALLIANT ENERGY	\$ 647.77	ELECTRIC UTILITY
16751	B & M ELECTRIC LLC	\$ 82.50	WASTE WATER
16752	BADGER METER	\$ 31.60	READS
16753	BANYON DATA SYSTEMS	\$ 1,404.00	SOFTWARE
16754	BOB'S LAWN CARE	\$ 788.50	LAWN CARE
16755	BRANDEL LAWN & LANDSCAPE LLC	\$ 82.00	SNOW PLOW
16756	BROWN S SALES & LEASING -	\$ 340.48	2013 3500H

# City of Garnavillo

16757	CLAYTON COUNTY AUDITOR	\$ 929.94	SPECIAL ELECTION
16758	DEARBORN NATIONAL LIFE INS.	\$ 122.40	PREMIUMS
16759	DYERSVILLE EQUIPMENT COMPANY	\$ 11.76	SNOW PLOW
16760	EUROFINS ENVIRONMENT TESTING	\$ 550.80	WASTE WATER TESTING
16761	FEHR GRAHAM	\$ 4,795.00	CROSSWALK
16762	FISK FARM & HOME	\$ 374.21	SHOP SUPPLIES
16763	GARNAVILLO CEMETERY ASSOC	\$ 137.84	DISTRIBUTION
16764	GARNAVILLO MILL	\$ 239.90	SNOW
16765	GUTTENBERG PRESS	\$ 246.51	PUBLICATIONS
16766	HACKETTS PORTA POTTY RENTAL	\$ 540.00	GEM PARK
16767	HAWKINS WATER TREATMENT	\$ 331.37	AZONE
16768	IHDE'S	\$ 439.28	FUEL
16769	IOWA ONE CALL	\$ 17.10	LOCATES
16770	KLUESNER SANITATION LLC	\$ 4,725.12	TRASH/RECYCLING
16771	KUEMPEL HARDWARE	\$ 31.06	VEHICLES
16772	LINK HYDRAULIC	\$ 7,275.01	SNOW PLOW
16773	MEUSER LUMBER-ELKADER	\$ 31.45	PW SUPPLIES
16774	MICROBAC LABORATORIES INC	\$ 50.50	WATER TESTING
16775	MOSER MECHANICAL LLC	\$ 132.00	WATER HEATER
16776	LINDA RADEMACHER	\$ 45.21	SUPPLIES
16777	MAGGIE RUHSER	\$ 75.00	REPLACEMENT
16778	SCHUMANN REPAIR LLC	\$ 207.91	PLOW
16779	THREE RIVERS FS CO	\$ 1,585.08	FUEL

## Treasurer Report

### FY24 JAN Fund Balances

ACCOUNT NAME	Debit	Credit	BALANCE
General Fund	\$ 23,582.00	\$ 18,609.50	\$ (1,567,334.39)
RUT Fund			\$ (128,946.39)
Employee Benefit Fund	\$ 1,580.33	\$ 8,960.86	\$ (51,517.42)
Emergency Fund	\$ 3,810.78	\$ 317.58	\$ (3,636.63)
TIF Fund		\$ 50.61	\$ (4,738.25)
Urban Renewal Fund			\$ (13,144.72)
Debt Service Fund		\$ 288.35	\$ (37,090.39)
Capital Project Fund			\$ 6,850.00
Storm Water Utility Fund		\$ 1,386.14	\$ (112,719.71)
Water Fund	\$ 10,313.02	\$ 21,173.33	\$ (597,339.78)
Water Sinking Fund			\$ 6,026.00
Sewer Fund	\$ 9,839.41	\$ 23,304.95	\$ (1,004,942.24)
	\$ 49,125.54	\$ 74,091.32	\$ (3,508,533.92)

# City of Garnavillo

## FY24 JAN EXP Budget vs YTD

Account Description	Budget	YTD	Budget	YTD
	General Fund		Special Revenue Funds	
1010-Police	\$60,375	\$14,922.14	\$ 8,475	\$ 833.53
1050-Fire	\$84,550	\$55,591.74	\$ 5,975	
1060-First Responders	\$ 2,500	\$ 1,739.61	\$ 975	
2010-Streets	\$30,725	\$20,922.54	\$112,725	\$62,289.64
2030-Street Lighting	\$24,000	\$10,891.83		
2040-Traffic Control	\$ 1,500			
2050-Snow Removal	\$ 1,500		\$ 49,000	
2090-Garbage	\$60,000	\$32,732.92		
3900-Other Health & Social Serv	\$ 1,500			
4010-Library	\$52,155	\$29,542.22	\$ 6,925	\$ 3,500.83
4030-Parks	\$ 5,650	\$ 2,744.72	\$ 1,275	
4050-Cemetery	\$ 9,630	\$ 6,718.67		
4060-Community Center	\$ 6,095	\$ 2,942.82	\$ 1,175	\$ 139.44
4900-Other Culture & Recreation	\$ 50			
5020-Economic Development	\$ 5,500	\$ 1,813.00		
5030-Housing & Urban Renewal				\$ 4,000.00
6010-Mayor, Council	\$ 7,500	\$ 5,300.00	\$ 575	\$ 388.62
6020-Clerk, Treasurer	\$33,050	\$17,888.69	\$ 10,200	\$ 7,352.55
6030-Elections	\$ 1,000	\$ 1,338.95		
6040-Legal Services	\$ 5,000	\$ 291.86		
6050-City Hall	\$ 8,500	\$ 1,775.70		
6060-TORT	\$53,800	\$ 73.00		
6900-Other General Govt	\$24,550	\$10,970.08		
9100-Transfers			\$ 6,041	
		Debt Fund	Capital Project Fund	
200-7010 Debt Service	\$36,949	\$ 2,787.50		
301-7500 Capital Project			\$ 53,400	\$ 6,850.00
		Proprietary Funds		
600/601-8010 Water	\$270,161	\$91,551.50		
610-8015 Sewer	\$192,575	\$77,345.27		
400-8065 Stormwater	\$ 5,000			

# City of Garnavillo

## Citizen Comments

A resident asked for more details on the agenda items.

## Old Business

### Tree Removal Policy

City Administrator/Clerk Atkinson presented the proposed Tree Removal Policy and answered questions.

M/S M Schmelzer/C Schmelzer To approve Resolution 2024-12 A resolution approving City Policy: Tree Removal.

#### Roll Call

Aye: Kuehl, C Schmelzer, M Schmelzer, Wolter

Nay: None

Absent: Rademacher

Abstention: None

## New Business

### FY25 Proposed Tax Rate Public Hearing, Wednesday, April 3, 2024 – 6 pm

City Administrator/Clerk Atkinson explained to council and residents that the State of Iowa requires us to hold a special session public hearing prior to the final public hearing which approves the budget. The notice will be sent out by the county to all residents and will contain the proposed tax rate and the date and time of the hearing.

M/S M Schmelzer/Kuehl To approve Resolution 2024-13 A resolution setting the FY25 Proposed Tax Rate Public Hearing on Wednesday, April 3, 2024 at 6:00 pm.

#### Roll Call

Aye: C Schmelzer, M Schmelzer, Wolter, Kuehl

Nay: None

Absent: Rademacher

Abstention: None

# City of Garnavillo

Special Session, 04/03/2024 – 6:30 pm

City Administrator/Clerk Atkinson explained that we will need to hold a special session immediately following the FY25 Proposed Tax Rate Public Hearing on Wednesday, April 3, 2024 at 6:00 pm in order to set the final FY25 Budget Public Hearing to approve the budget.

M/S Wolter/C Schmelzer To approve Resolution 2024-14 A resolution to set special session for Wednesday, April 3, 2024 at 6:30 pm.

Roll Call

Aye: M Schmelzer, Wolter, Kuehl, C Schmelzer

Nay: None

Absent: Rademacher

Abstention: None

## Interstate Power and Light Company Facilities Planned Services Agreement

City Administrator/Clerk Atkinson explained that Public Works Superintendent Schroyer received the agreement from Interstate Power and Light Company (Alliant) and that it needs to be signed prior to the replacement of the light pole on Main St. Atkinson explained that staff does not have the authority to sign agreements.

M/S M Schmelzer/Wolter To approve Resolution 2024-15 A resolution approving IPL Contract No. 58731: Facilities Planned Services Agreement.

Roll Call

Aye: Wolter, Kuehl, C Schmelzer, M Schmelzer

Nay: None

Absent: Rademacher

Abstention: None

## FY25 Pledge CCDG, \$500

City Administrator/Clerk Atkinson explained that the previous amount approved for FY25 was the contribution to help support CCDG, this pledge is to help cover the cost of the marketing for Garnavillo and Clayton County.

M/S Kuehl/Wolter To approve Resolution 2024-16 A resolution approving the Clayton County Development Group support request for the FY25 Budget.

Roll Call

Aye: Kuehl, M Schmelzer, C Schmelzer, Wolter

# City of Garnavillo

Nay: None

Absent: Rademacher

Abstention: None

## FY25 Northeast Iowa Regional Housing Trust, \$5,000

City Administrator/Clerk Atkinson explained that the pledge to NEIRHT was discussed at the budget meeting and is used by them to apply for a grant to help with projects in Garnavillo and throughout Clayton County.

M/S Wolter/M Schmelzer To approve Resolution 2024-17 A resolution approving Northeast Iowa Regional Housing Trust Fund (NEIRHT)

Roll Call

Aye: M Schmelzer, C Schmelzer, Wolter, Kuehl

Nay: None

Absent: Rademacher

Abstention: None

## 23-1047 Pedestrian Signal Crossing Project: Set Public Hearing to approve the Plans, Specifications, Form of Contract and Estimate of Cost, 03/13/2024, 6 pm

Engineer Sam Ertl provided council with a brief review of the project and the project dates.

M/S C Schmelzer/Kuehl To approve Resolution 2024-18 A resolution to provide a notice of hearing on the Garnavillo Pedestrian Signal Crossing Project proposed plans, specifications, form of contract and estimate of cost, and the taking of bids therefor.

Roll Call

Aye: C Schmelzer, Wolter, Kuehl, M Schmelzer

Nay: None

Absent: Rademacher

Abstention: None

## 23-1047 Pedestrian Signal Crossing Project: Iowa DOT ROW Permit

Engineer Sam Ertl explained that the city must apply for the Iowa DOT ROW Permit as part of the Pedestrian Signal Crossing Project.

M/S Wolter/M Schmelzer To approve 23-1047 Pedestrian Signal Crossing Project: Iowa DOT ROW Permit. Aye: 4 Nay: 0 Absent: 1 Abstention: 0

# City of Garnavillo

## Engineer Report

Engineer Sam Ertl addressed the council regarding the waste water repairs that need to be completed per the last inspection, he stated that they didn't receive any bids so they are reaching out to other contractors and will have something for the next council meeting.

## Attorney Report

### Nuisance Properties

Attorney Kruse stated that she reserved her comments until the closed session.

## Department Report

City Administrator/Clerk: Report was provided in the packet.

Chief of Police: Report was provided in the packet.

Fire Chief: Chief Goerdts attended the meeting, no report.

Library Director: Report was provided in the packet.

Public Works Superintendent: PWS Schroyer attended the meeting, no report.

## Council Comment

None

## Mayor Report

None

## Closed Session

Iowa Code 21.5(c) To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

# City of Garnavillo

Attorney Kruse provided council her legal opinion that the council is within their rights to enter into closed session per Iowa Code 21.5(c) To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

M/S M Schmelzer/C Schmelzer To enter into closed session.

Roll Call

Aye: Wolter, Kuehl, M Schmelzer, C Schmelzer

Nay: None

Absent: Rademacher

Abstention: None

M/S M Schmelzer/C Schmelzer To return to open session.

Roll Call

Aye: Wolter, C Schmelzer, Kuehl, M Schmelzer

Nay: None

Absent: Rademacher

Abstention: None

M/S Wolter/M Schmelzer To adjourn at 7:15 pm. Aye: 4 Nay: 0 Absent: 1 Abstention: 0

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Charles "Chuck" Lawson, Mayor

Attest:

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Melissa Atkinson, City Administrator/Clerk