

# City of Garnavillo

The City of Garnavillo City Council met in a regular session on Wednesday, March 13, 2024 at 6:00 pm at the Community Center, 106 W Niagara Street, Garnavillo.

The meeting was called to order by Mayor Charles Lawson.

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

The Pledge of Allegiance was recited.

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

## Claims

|       |                                    |             |               |
|-------|------------------------------------|-------------|---------------|
| 16783 | 3E-ELECTRICAL ENGINEERING & EQ     | \$ 4,155.00 | GENERATORS    |
| 16784 | ALLIANT ENERGY                     | \$ 353.87   | UTILITY       |
| 16785 | BADGER METER                       | \$ 63.12    | READS         |
| 16786 | BETTER HOMES & GARDENS             | \$ 24.00    | LIBRARY       |
| 16787 | BODENSTEINER IMPLEMENT             | \$ 74.99    | MOWER         |
| 16788 | CENGAGE LEARNING INC/GALE          | \$ 76.47    | LIBRARY       |
| 16789 | CENTER POINT LARGE PRINT           | \$ 95.88    | LIBRARY       |
| 16790 | DEMCO                              | \$ 232.09   | LIBRARY       |
| 16791 | DSG                                | \$ 192.00   | SIGN POST     |
| 16792 | ELECTRIC PUMP                      | \$ 167.99   | PHASE MONITOR |
| 16793 | ETHAN KOEHN CONSTRUCTION           | \$ 2,847.50 | SNOW & WATER  |
| 16794 | EUROFINS ENVIRONMENT TESTING       | \$ 576.48   | WASTE WATER   |
| 16795 | FEHR GRAHAM                        | \$ 3,064.00 | CROSSWALK     |
| 16796 | GARNAVILLO CEMETERY ASSOC          | \$ 132.07   | DISTRIBUTION  |
| 16797 | GUTTENBERG PRESS                   | \$ 309.38   | PUBLICATIONS  |
| 16798 | HAWKINS WATER TREATMENT            | \$ 294.62   | AZONE         |
| 16799 | IHDE S                             | \$ 175.52   | FUEL          |
| 16800 | J & R SUPPLY                       | \$ 632.01   | CHLORINE PUMP |
| 16801 | KLUESNER SANITATION LLC            | \$ 4,725.12 | TRASH         |
| 16802 | MICROBAC/KEYSTONE LABORATORIES INC | \$ 2,148.50 | WATER         |
| 16803 | MIDAMERICA BOOKS                   | \$ 131.74   | LIBRARY       |
| 16804 | NORTHWAY WELL                      | \$ 1,945.55 | LIFT STATION  |
| 16805 | RICOH USA INC                      | \$ 172.14   | COPIES        |
| 16806 | SCHUMANN REPAIR LLC                | \$ 186.70   | SNOW PLOW     |
| 16807 | TASTE OF HOME                      | \$ 20.00    | LIBRARY       |
| 16808 | THREE RIVERS COMPANY               | \$ 507.42   | FUEL          |
| 16809 | WOLTER, JUNE                       | \$ 160.25   | LIBRARY       |
| 952E  | BLACK HILLS ENERGY                 | \$ 974.64   | GAS UTILITY   |
| 972E  | NORBYS FARM FLEET                  | \$ 14.30    | SUPPLIES      |
| 973E  | ALLIANT ENERGY                     | \$ 5,732.45 | UTILITY       |
| 974E  | INTERNAL REVENUE SERVICE           | \$ 5,686.62 | WITHHOLDINGS  |

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|      |                       |             |              |
|------|-----------------------|-------------|--------------|
| 975E | IPERS                 | \$ 3,637.93 | WITHHOLDINGS |
| 976E | POSTMASTER            | \$ 159.00   | POSTCARD     |
| 978E | AMAZON.COM            | \$ 241.11   | PW SUPPLIES  |
| 979E | POSTMASTER            | \$ 30.65    | SAMPLE       |
| 980E | ALPINE COMMUNICATIONS | \$ 67.33    | LIBRARY      |
| 981E | BLACK HILLS ENERGY    | \$ 1,849.90 | UTILITY      |
| 982E | ALLIANT ENERGY        | \$ 5,425.75 | UTILITY      |
| 983E | ALPINE COMMUNICATIONS | \$ 861.80   | PHONE        |
| 984E | AFLAC                 | \$ 153.12   | PREMIUMS     |
| 985E | US CELLULAR           | \$ 202.30   | PHONES       |
| 986E | WELLMARK              | \$ 3,796.22 | PREMIUMS     |
| 987E | COMELEC SERVICES INC  | \$ 10.00    | ROUTER       |
| 988E | COMELEC SERVICES INC  | \$ 10.00    | ROUTER       |

## Treasurer Report

| ACCOUNT NAME             | BALANCE           |
|--------------------------|-------------------|
| General Fund             | \$ (1,576,461.18) |
| RUT Fund                 | \$ (134,184.05)   |
| Employee Benefit Fund    | \$ (47,553.22)    |
| Emergency Fund           | \$ (3,663.57)     |
| TIF Fund                 | \$ (4,738.25)     |
| Urban Renewal Fund       | \$ (13,144.72)    |
| Debt Service Fund        | \$ (37,243.88)    |
| Capital Project Fund     | \$ 11,645.00      |
| Storm Water Utility Fund | \$ (114,129.79)   |
| Water Fund               | \$ (606,681.97)   |
| Water Sinking Fund       | \$ 6,026.00       |
| Sewer Fund               | \$ (1,015,964.47) |
|                          | \$ (3,536,094.10) |

### FY24 FEB EXP Budget vs YTD

| Account Description             | Budget       |                       | YTD          |                       |
|---------------------------------|--------------|-----------------------|--------------|-----------------------|
|                                 | General Fund | Special Revenue Funds | General Fund | Special Revenue Funds |
| 1010-Police                     | \$60,375     | \$ 18,182.32          | \$ 8,475     | \$ 1,301.55           |
| 1050-Fire                       | \$84,550     | \$ 56,539.21          | \$ 5,975     |                       |
| 1060-First Responders           | \$ 2,500     | \$ 2,080.09           | \$ 975       |                       |
| 2010-Streets                    | \$30,725     | \$ 24,231.51          | \$112,725    | \$65,827.80           |
| 2030-Street Lighting            | \$24,000     | \$ 12,440.73          |              |                       |
| 2040-Traffic Control            | \$ 1,500     |                       |              |                       |
| 2050-Snow Removal               | \$ 1,500     |                       | \$ 49,000    |                       |
| 2090-Garbage                    | \$60,000     | \$ 37,458.04          |              |                       |
| 3900-Other Health & Social Serv | \$ 1,500     |                       |              |                       |
| 4010-Library                    | \$52,155     | \$ 32,689.68          | \$ 6,925     | \$ 3,895.50           |
| 4030-Parks                      | \$ 5,650     | \$ 3,576.44           | \$ 1,275     |                       |

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|                                 |           |                   |                      |             |
|---------------------------------|-----------|-------------------|----------------------|-------------|
| 4050-Cemetery                   | \$ 9,630  | \$ 6,856.51       |                      |             |
| 4060-Community Center           | \$ 6,095  | \$ 3,972.24       | \$ 1,175             | \$ 164.05   |
| 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  | \$ 21,423.03      | \$ 10,200            | \$ 8,846.08 |
| 6030-Elections                  | \$ 1,000  | \$ 2,268.89       |                      |             |
| 6040-Legal Services             | \$ 5,000  | \$ 291.86         |                      |             |
| 6050-City Hall                  | \$ 8,500  | \$ 2,137.09       |                      |             |
| 6060-TORT                       | \$53,800  | \$ 73.00          |                      |             |
| 6900-Other General Govt         | \$24,550  | \$ 12,116.48      |                      |             |
| 9100-Transfers                  |           |                   | \$ 6,041             |             |
|                                 |           | Debt Fund         | Capital Project Fund |             |
| 200-7010 Debt Service           | \$36,949  | \$ 2,787.50       |                      |             |
| 301-7500 Capital Project        |           |                   | \$ 53,400            | \$11,645.00 |
|                                 |           | Proprietary Funds |                      |             |
| 600/601-8010 Water              | \$270,161 | \$104,021.25      |                      |             |
| 610-8015 Sewer                  | \$192,575 | \$ 89,984.96      |                      |             |
| 400-8065 Stormwater             | \$ 5,000  |                   |                      |             |

**Citizen Comments**

None

**Old Business**

None

**New Business**

4<sup>th</sup> of July Celebration Support Request

Jeff Hoeger asked council to consider providing financial assistance for the 4<sup>th</sup> of July celebration. He explained that the annual expense is approximately \$22,000. Revenues come from their ham dinner, soup luncheon and the firemen collect during the parade and walk through the park, the meals are freewill.

Mayor Lawson asked about charging vendors, he said they charge them \$25.00 and intend to increase the fee.

Hoeger also stated that the boosters will never have a beer tent because of the expense and don't have the staff.

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M/S C Schmelzer/Kuehl To table 4<sup>th</sup> of July support discussion until the April meeting. Aye: 4 Nay: 0  
Absent: 1 Abstention: 0

## Garnavillo Lions Park Bathroom Grant Application Letter of Support

Bill Robinson presented the updated plans and proposal for the bathroom improvements and the electrical upgrades that needs to be done for the 4<sup>th</sup> of July Celebration. \$46,361.82 Total Project. Matches: Lions & Boosters \$4,000 and City \$5,000. Grant application, \$33,361.82. Council Member C Schmelzer asked if all contractors have the proper insurance, Robinson stated yes. Public Works Superintendent Schroyer and council discussed the water service line.

M/S Kuehl/Rademacher To approve Resolution 2024-20 A resolution approving Garnavillo Lions Park Bathroom Improvements Grant Application Letter of Support, \$5,000.

### Roll Call

Aye: Kuehl, Rademacher, M Schmelzer, C Schmelzer

Nay: None

Absent: Wolter

Abstention: None

## Planning & Zoning Commission Appointment, Lanny Kuehl

M/S M Schmelzer/Kuehl To approve Resolution 2024-21 A resolution approving the appointment of Lanny Kuehl to the Planning & Zoning Commission.

### Roll Call

Aye: M Schmelzer, Rademacher, C Schmelzer, Kuehl

Nay: None

Absent: Wolter

Abstention: None

## Clayton Ridge Post Prom, \$50.00

M/S Rademacher/M Schmelzer To approve Resolution 2024-22 A resolution approving the Clayton Ridge Post Prom Contribution, \$50.00.

### Roll Call

Aye: C Schmelzer, Kuehl, Rademacher, M Schmelzer

Nay: None

Absent: Wolter

Abstention: None

## EMC Municipal Insurance Renewal

M/S C Schmelzer/Lance To approve Resolution 2024-23 A resolution approving the renewal for municipal insurance the EMC/Bischoff Insurance, not to exceed \$92,000.00.

### Roll Call

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Aye: Rademacher, M Schmelzer, C Schmelzer, Kuehl

Nay: None

Absent: Wolter

Abstention: None

## Tree Removal Request for Sealed Bids

M/S Rademacher/C Schmelzer To approve going out for sealed bids for Tree Removal, bids due 04/04/24 to be awarded at the 04/10/24 council meeting. Aye: 4 Nay: 0 Absent: 1 Abstention: 0

## East Well (#6) Repairs/Improvements

PWS Schroyer explained the issues with the well and the repairs that need to be done.

M/S C Schmelzer/M Schmelzer To approve Resolution 2024-24 A resolution approving the quote from Northway Well to make repairs/improvements to the East Well (#6), not to exceed \$55,831.90 and request wire & pipe left.

Roll Call

Aye: Kuehl, C Schmelzer, Rademacher, M Schmelzer

Nay: None

Absent: Wolter

Abstention: None

## 23-854 Wastewater Diffuser Repairs Approve Form of Contract and Award Bid, Ethan Koehn Construction

Engineer Ertl presented the wastewater diffuser repair bid, he explained that the repair was noted in the last DNR inspection.

M/S M Schmelzer/Rademacher To approve Resolution 2024-25 A resolution approving 23-854 Wastewater Diffuser Repairs Form of Contract and Award Bid to Ethan Koehn Construction not to exceed, \$13,400.

Roll Call

Aye: Kuehl, M Schmelzer, C Schmelzer, Rademacher

Nay: None

Absent: Wolter

Abstention: None

## 23-1047 Pedestrian Signal Crossing Bid Approve Form of Contract and Award Bid

Engineer Ertl presented council with the bid information and details regarding the requirements and Matt Construction not meeting the DOT requirement.

M/S M Schmelzer/Rademacher To approve Resolution 2024-26 A resolution approving 23-1047 Pedestrian Signal Crossing Form of Contract and Award Bid to Eastern Iowa Excavating & Concrete, not to exceed \$59,860.10 contingent upon attorney and engineer review.

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## Roll Call

Aye: Rademacher, C Schmelzer, Kuehl, M Schmelzer

Nay: None

Absent: Wolter

Abstention: None

## Engineer Report

Fehr Graham Engineer Sam Ertl updated council on the GIS system, he stated that a training has been scheduled for Tuesday, March 19, 2024 with Greta.

## Department Reports

PWS Schroyer discussed the street sweeper for sale by the City of Monona 2002 sealed bids, he asked council if they were interested in looking at it and submitting a sealed bid.

PD report was provided in the packet, Mayor Lawson stated that he thinks that they are really good.

City Administrator/Clerk report was provided in the packet.

Library report was provided in the packet.

## Council Comments

Council Member M Schmelzer asked PWS Schroyer if he was aware that the old county shop roof needs work. PWS Schroyer stated that he is aware.

## Mayor Report

None

M/S C Schmelzer/Rademacher To adjourn at 7:26 pm. Aye: 4 Nay: 0 Absent: 1 Abstention: 0

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Charles Lawson, Mayor

Attest:

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Melissa Atkinson, City Administrator/Clerk