

# City of Garnavillo

The City of Garnavillo City Council met in a regular session on Wednesday, April 10, 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, Chad Schmelzer, Lance Kuehl, Mike Schmelzer and Rachel Wolter.

The Pledge of Allegiance was recited.

M/S C Schmelzer/Wolter To approve the consent agenda. Aye: 5 Nay: 0 Absent: 0 Abstention: 0

## Claims

Check	Vendor	Comment	Amount
000993E	ALPINE COMMUNICATIONS	LIBRARY	\$ 70.27
000994E	ALPINE COMMUNICATIONS	PHONE	\$ 860.43
000995E	BLACK HILLS ENERGY	UTILITIES	\$ 1,105.25
000996E	COMELEC SERVICES INC	ROUTER	\$ 10.00
000997E	COMELEC SERVICES INC	ROUTER	\$ 10.00
000998E	GALLS LLC	UNIFORMS	\$ 348.06
016814	ACCESS	LIBRARY	\$ 92.86
016815	AFLAC	CONTRIBUTION	\$ 50.00
016816	BIRDS & BLOOMS	LIBRARY	\$ 21.40
016817	BISCHOFF INSURANCE AGENCY	PREMIUMS	\$ 89,240.00
016818	BODENSTEINER IMPLEMENT	MOWER	\$ 67.11
016819	CENGAGE LEARNING INC/GALE	LIBRARY	\$ 101.26
016820	CENTER POINT LARGE PRINT	LIBRARY	\$ 98.26
016821	CULLIGAN WATER	SALT	\$ 21.50
016822	EUROFINS ENVIRONMENT TESTING	WASTE WATER	\$ 731.30
016823	GUTTENBERG PRESS	PUBLICATIONS	\$ 309.42
016824	HACH COMPANY	BUFFER SOLUTION	\$ 123.90
016825	HAWKINS WATER TREATMENT	AZONE	\$ 330.87
016826	IAMU	TRAINING	\$ 1,174.00
016827	IHDE S	OIL CHANGE	\$ 387.35
016828	IOWA PRISON INDUSTRIES	NEWSLETTERS	\$ 395.14
016829	J & R SUPPLY	UNIFORM	\$ 100.00
016830	JUNIOR LIBRARY GUILD	LIBRARY	\$ 34.31
016831	KLUESNER SANITATION LLC	TRASH/RECYCLE	\$ 4,725.12
016832	MEUSER LUMBER-ELKADER	SUPPLIES	\$ 28.98
016833	MICROBAC	ANALYSIS	\$ 57.00

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016834	MOTOROLA PALAS CUSTOM FENCING &	BODY CAM	\$ 500.00
016835	SUPPLIES LLC	GATE REPAIR	\$ 507.83
016836	QUILL CORP	LIBRARY	\$ 65.69
016837	THREE RIVERS FS	300 FT	\$ 465.00
016838	THREE RIVERS FS CO	FUEL	\$ 1,256.47
016839	TOP GUN CUSTOMS	EMS	\$ 288.75
016840	WOLTER, JUNE	LIBRARY	\$ 311.73

## 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 MAR EXP Budget vs YTD

Account Description	Budget	YTD	Budget	YTD
	General Fund		Special Revenue Funds	
1010-Police	\$60,375	\$ 22,020.41	\$ 8,475	\$ 2,773.87
1050-Fire	\$84,550	\$ 58,871.54	\$ 5,975	
1060-First Responders	\$ 2,500	\$ 2,473.88	\$ 975	
2010-Streets	\$30,725	\$ 29,633.98	\$112,725	\$70,609.48
2030-Street Lighting	\$24,000	\$ 13,983.75		
2040-Traffic Control	\$ 1,500			
2050-Snow Removal	\$ 1,500	\$ 8,278.66	\$ 49,000	
2090-Garbage	\$60,000	\$ 46,908.28		
3900-Other Health & Social Serv	\$ 1,500			
4010-Library	\$52,155	\$ 37,555.30	\$ 6,925	\$ 4,841.00
4030-Parks	\$ 5,650	\$ 3,614.13	\$ 1,275	
4050-Cemetery	\$ 9,630	\$ 6,988.58		

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4060-Community Center	\$ 6,095	\$ 4,702.39	\$ 1,175	\$ 565.05
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	\$ 23,774.81	\$ 10,200	\$ 10,397.81
6030-Elections	\$ 1,000	\$ 2,268.89		
6040-Legal Services	\$ 5,000	\$ 291.86		
6050-City Hall	\$ 8,500	\$ 2,456.37		
6060-TORT	\$53,800	\$ 64,802.00		
6900-Other General Govt	\$24,550	\$ 13,784.96		
9100-Transfers			\$ 6,041	
		Debt Fund	Capital Project Fund	
200-7010 Debt Service	\$36,949	\$ 2,787.50		
301-7500 Capital Project			\$ 53,400	\$13,700.00
		Proprietary Funds		
600/601-8010 Water	\$270,161	\$123,212.37		
610-8015 Sewer	\$192,575	\$116,814.48		
400-8065 Stormwater	\$ 5,000			

## Citizen Comments

Resident John Barnhart asked council if they would consider moving the street light adjacent to his property, he stated that there is enough lighting on that stretch of the street and that it would be better placed adjacent to the apartments on Oak St. Council directed City Administrator/Clerk Atkinson to put it on the next agenda.

Business Owner Roger Balk informed council that he will be starting a new project at the mill and his property will be a mess until the end of July at least.

Denise Saunders addressed the council regarding several items.

Saunders wanted to know why the minutes of the previous meeting are not being read at the council meeting before they are approved. Attorney Kruse explained that she has never heard of a council reading the minutes and explained the reason for the consent agenda items. City Administrator/Clerk stated that the minutes are published in the Guttenberg Press on our website and KCTN.

Saunders also would like to know what Alliant is doing in town, she would like council to have a representative from Alliant come to speak at a council meeting. Council directed staff to reach out to Alliant and see if they will come to a meeting or put an article in the paper explaining what they are doing.

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## Old Business

### Matt Construction/Crosswalk Project

No representative attended the meeting.

### 4th of July/Community Boosters Support Request

M/S Rademacher/Wolter To approve Resolution 2024-28 A resolution approving a contribution to the Garnavillo Community Boosters for the 4th of July, \$5,000.00.

#### Roll Call

Aye: C Schmelzer, Kuehl, M Schmelzer, Rademacher

Nay: None

Absent: None

Abstention: None

### Emergency Public Works Contractor Contract: Ethan Koehn

M/S M Schmelzer/ Rademacher To approve 2024-29 A resolution approving a Public Works Emergency Contractor Contract with Ethan Koehn.

#### Roll Call

Aye: Wolter, Kuehl, C Schmelzer, M Schmelzer

Nay: None

Absent: Rademacher

Abstention: None

### Tree Removal Bid Award

City Administrator/Clerk Atkinson explained that Moser only bid on the eight right of way trees and not the ones in the park, he stated that the trees in the park were too big.

M/S C Schmelzer/Rademacher To approve Resolution 2024-30 A resolution to award the tree removal bid to Brink's Tree Service, not to exceed \$5,350.00 contingent upon black dirt to fill holes being part of the bid.

#### Roll Call

Aye: M Schmelzer, Wolter, Rademacher, C Schmelzer, Kuehl

Nay: None

Absent: None

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Abstention: None

## New Business

### Emergency Management Board Appointment

M/S M Schmelzer/C Schmelzer To approve Resolution 2024-31 A resolution appointing Charles “Chuck” Lawson to the Emergency Management Board.

#### Roll Call

Aye: Wolter, Rademacher, C Schmelzer, Kuehl, M Schmelzer

Nay: None

Absent: None

Abstention: None

### Garnavillo Economic Development Commission/Endowment Foundation

Lanny Kuehl addressed the council regarding the revitalization of the Economic & Industrial Development Commission, he stated that they have a meeting scheduled for May 6th to inform interested parties about the committee’s goals. Mayor Lawson asked if a council member could serve on the board, Attorney Kruse stated that they could hold an ad hoc position (non-voting) and that it would be a good idea.

Resident Roger Balk stated that the Main St needs to be re-developed instead of a new industrial park, Council Member Chad Schmelzer agreed.

Resident Angie Lawson explained that once they get the commission up and running they are going to begin working on a development plan which will include industrial, retail and residential.

### Community Savings Bank Depository

City Administrator/Clerk Atkinson explained that the auditor found that we were missing the total deposit amount on our resolution for Community Savings Bank so in order to fix this we need use this corrected resolution going forward.

M/S Wolter/C Schmelzer To approve Resolution 2024-32 A resolution for banking purposes: Depository.

#### Roll Call

Aye: C Schmelzer, Rademacher, Kuehl, Wolter, M Schmelzer

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Nay: None

Absent: None

Abstention: None

## Set FY24 Budget Amendment #1 Public Hearing, May 8, 2024

City Administrator/Clerk Atkinson explained that she wanted to set a public hearing for a FY24 budget amendment to prevent going over budget.

M/S Rademacher/M Schmelzer To approve Resolution 2024-35 A resolution setting a public hearing for FY24 Budget Amendment #1 for May 8, 2024 at 6 pm.

Roll Call

Aye: Kuehl, Wolter, C Schmelzer, M Schmelzer, Rademacher

Nay: None

Absent: None

Abstention: None

## PD Equipment: New Squad

Chief of Police Van Horn addressed the council regarding the need for a new squad car. Council Member C Schroyer asked for additional details regarding the vehicle issues. Mayor Lawson poled council who wanted to table until the May meeting, they all agreed

M/S C Schmelzer/M Schmelzer To table PD Equipment: New Squad until May meeting for additional information. Aye: 5 Nay: 0 Absent: 0 Abstention: 0

## PD New Hire: Chuck Rodas

Chief of Police Van Horn explained to council that he had received an application from Chuck Rodas for the open reserve officer position. Van Horn stated that he has many years of experience and would be a great addition to the city.

M/S Rademacher/C Schmelzer To approve resolution 2024-36 A hiring a reserve officer, Charles "Chuck" Rodas, 04/10/2024, at a rate of \$20.00.

Roll Call

Aye: M Schmelzer, Rademacher, Kuehl, Wolter

Nay: C Schmelzer

Absent: None

Abstention: None

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M/S Rademacher/C Schmelzer To approve resolution 2024-36 A hiring a reserve officer, Levi Keppler, 04/10/2024, at a rate of \$20.00.

## Roll Call

Aye: M Schmelzer, Rademacher, Kuehl, Wolter

Nay: C Schmelzer

Absent: None

Abstention: None

## Engineer's Report

None

## Attorney Report

### Nuisance Properties

Attorney Kruse explained that she wants to adopt the IPMC ordinance but it needs to be reviewed and we do not have it yet. She also stated that she would like to meet with the mayor to our current nuisance property to determine how we proceed.

## Department Reports

Public Works Superintendent Schroyer informed council that the street sweeper went down so he has scheduled a repairman to come.

## Council Comments

Council Member Schmelzer stated that he would like a podium for the residents to use during our meetings.

## Mayor's Report

### Nuisance Property Discussion

Mayor Lawson addressed the council regarding nuisance properties, he would like a process developed to address the properties in town that are out of compliance. Lawson would like to have letters sent to properties that are found to be in need of work. Council Member C Schmelzer asked how we would go about identifying properties, City Administrator/Clerk Atkinson stated

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that the city currently has a policy in place that states that we need to have a signed complaint. She stated that the council can change the process if they would like staff to provide the nuisance property information.

M/S Rademacher/C Schmelzer To adjourn at 7:38 pm. Aye: 5 Nay: 0 Absent: 0 Abstention: 0

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Charles Lawson, Mayor

Attest:

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Melissa Atkinson, City Administrator/Clerk