

COUNCIL MINUTES
JUNE 7, 2021
REGULAR SESSION

Charles City city council met in regular session on June 7, 2021 at 6:00 p.m. via Zoom due to the COVID-19 pandemic. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Jerry Joerger, DeLaine Freeseaman, Phoebe Pittman and Phillip Knighten. Also present were city administrator Steve Diers, city engineer John Fallis and city attorney Brad Sloter.

Citizen comments - none

Mayor Andrews welcomed everyone to the meeting.

Motion by Freeseaman, second Joerger to approve the agenda. Ayes - 5

Motion by Joerger, second Pittman to approve the May 12 and 17 minutes. Ayes - 5

Motion by Joerger, second Freeseaman to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following: approve the following bonds-water/sewer Kamm Excav, sidewalk - Dave Sweet and payment of claims (including those approve by other boards):

72667	BLUHM CEDAR VALLEY ELECTRIC, supp.	\$944.44
72668	BUSINESS CARD, supp.	\$1,809.98
72669	CATHERINE MARIE OTT, serv.	\$840.00
72670	CHARLES CIY PRESS, serv.	\$8.75
72671	CINTAS CORPORATION, serv.	\$28.11
72672	CITY OF CHARLES CITY, serv.	\$3,351.76
72673	H&R LAWNCARE, serv.	\$744.00
72674	HD SUPPLY FACILITIES, supp.	\$72.79
72675	HERRON'S BAND BOX, serv.	\$219.21
72676	HILLEGAS FLOORING, supp.	\$2,493.46
72677	HOCKENSON PLUMBING, supp.	\$1,712.04
72678	HOUSING AUTH ACCTG SPECIALISTS, serv.	\$500.00
72679	JENDRO SANITATION SERVICES, serv.	\$1,112.94
72680	KOCH OFFICE GROUP, serv.	\$83.34
72681	LEAF, serv.	\$252.04
72682	LESSIN SUPPLY COMPANY, supp.	\$2.52
72683	LINDA MEAD, pet deposit refund	\$50.00
72684	LINDERMAN HEATING & AIR, serv.	\$119.69
72685	MARCO TECHNOLOGIES, serv.	\$143.79
72686	MEDIACOM, serv.	\$276.90
72687	MIDAMERICAN ENERGY, serv.	\$6,561.93
72688	MRI SOFTWARE, serv.	\$201.00
72689	NOAH, SMITH, SCHUKNECHT & SLOTER, serv.	\$140.00
72690	PLUNKETT'S PEST CONTROL, serv.	\$228.00
72691	QUILL CORPORATION, supp.	\$857.81

72692	RESERVE ACCOUNT, supp.	\$300.00
72693	ROCHFORD CONSTRUCTION, serv.	\$3,451.00
72694	SKOTT ANDERSON ARCHITECTS, serv.	\$11,315.00
72695	SCHUETH ACE HARDWARE, supp.	\$655.13
72696	SHERWIN-WLLIAMS CO, supp.	\$828.12
72697	SHRED IT, C/O STERICYCLE, serv.	\$48.15
72698	SUPERIOR LUMBER, supp.	\$169.10
72699	T-J SERVICE, supp.	\$2,954.96
72700	TRENT PARKER, serv.	\$1,065.56
72701	UNITED STATES CELLULAR, serv.	\$156.29
72702	WELTER STORAGE EQUIPMENT, serv.	\$8,336.00
72703	RE-ISSUED LOST PAYROLL CHECK	\$76.18
72704-72705	BUSINESS CARD, serv.	\$4,145.38
72706	CENTURYLINK, serv.	\$48.15
72707	DISH, serv.	\$79.64
72708	LEAF, serv.	\$134.38
72709	MIDAMERICAN ENERGY, serv.	\$40.17
72710	STAPLES CREDIT PLAN, supp.	\$263.38
72711	UNITED STATES CELLULAR, serv.	\$844.08
72712-72729	PAYROLL ENDING 05/22/2021	\$95,635.29
ACH	AFLAC, payroll liabilities	\$1,007.15
72730	CITY OF CHARLES CITY, payroll liabilities	\$1,025.96
72731-72732	CC PUBLIC EMP HEALTH PLAN, payroll liabilities	\$9,162.73
ACH	EFTPS, payroll liabilities	\$25,954.67
72733	EMC NATIONAL LIFE CO, payroll liabilities	\$6.00
ACH	FAMILY COMM CREDIT UNION, payroll liabilities	\$1,608.00
ACH	ICMA, payroll liabilities	\$2,088.74
ACH	IPERS, payroll liabilities	\$29,161.06
72734-72735	LINCOLN NATIONAL LIFE INS CO, payroll liabilities	\$361.80
72736-72738	DELTA DENTAL, payroll liabilities	\$1,516.54
ACH	MUNICIPAL FIRE & POLICE, payroll liabilities	\$27,068.79
ACH	TREASURER, STATE OF IOWA, payroll liabilities	\$9,876.00
72739-72740	VSP, payroll liabilities	\$281.76
72741	CUSB BANK, serv.	\$178,166.75
72742	FIDELITY BANK & TRUST, serv.	\$19,383.64
72743	FIRST CITIZENS BANK, serv.	\$62,889.25
72744	FIRST SECURITY BANK, serv.	\$20,200.00
72745	HANAA H MAKAR, serv.	\$40.00
72746	MIDAMERICAN ENERGY, serv.	\$1,583.67
72747-72760	JUNE HAP CHECKS	\$17,132.20
ACH	JUNE HAP CHECKS	\$58,350.00
72761	HOLIDAY INN DES MOINES AIRPORT, serv.	\$224.00
72762	MARCO TECHNOLOGIES, serv.	\$58.97
72763	TECHSOUP, serv.	\$75.00

72764	UNIQUE COUNTRY STORE, supp.	\$2,380.00
ACH	JUNE FGP STIPEND CHECKS	\$10,216.60
ACH	BANCORPSV, serv.	\$1,650.72
ACH	BANCORPSV, serv.	\$219.38
ACH	BANCORPSV, serv.	\$410.23
ACH	BARBARA BROWN (FGP), mileage	\$75.04
ACH	FIRST CITIZENS-CC, serv.	\$484.94
ACH	FLOYD SWCD, serv.	\$5,707.57
ACH	IOWA FINANCE AUTHORITY, serv.	\$1,209,427.78
ACH	IMAGETEK OPERATIONS, serv.	\$365.00
ACH	KABRICK DISTRIBUTING, supp.	\$502.30
ACH	KABRICK DISTRIBUTING, supp.	\$298.25
ACH	KABRICK DISTRIBUTING, supp.	\$1,120.75
ACH	PEPSI-COLA, supp.	\$550.86
ACH	TREASURER, STATE OF IOWA, sales tax	\$13,199.20
ACH	UMB BANK, serv.	\$283,125.00
ACH	UNITED BEVERAGE, supp.	\$138.90
ACH	UNITED BEVERAGE, supp.	\$104.70
ACH	UNITED BEVERAGE, supp.	\$155.50
ACH	US POSTAL SERVICE, supp.	\$1,000.00
ACH	VICKI INMAN (FGP), mileage	\$31.92
72765	ACUSHNET COMPANY, supp.	\$280.63
72766	AGVANTAGE FS, supp.	\$486.90
72767	AHLERS & COONEY PC, serv.	\$59.00
72768	ALLEN OCCUPATIONAL HEALTH, serv.	\$742.00
72769	ARTWEAR / BIRDIE AND BO'S, supp.	\$35.00
72770	ATLANTIC COCA-COLA, supp.	\$175.00
72771	BECKY LINDAMAN, reimbursement	\$41.96
72772	BRANDON FRANKE, reimbursement	\$9.40
72773	BRUENING ROCK PRODUCTS INC, supp.	\$670.39
72774	CALHOUN-BURNS & ASSOCIATES, serv.	\$20,435.39
72775	CANADIAN PACIFIC RAILWAY CO, serv.	\$1,200.00
72776	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
72777	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
72778	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
72779	CC PUBLIC EMP HEALTH PLAN	**VOIDED**
72780	CC PUBLIC EMP HEALTH PLAN, serv.	\$72,682.75
72781	CHARLES CITY AREA DEV CORP, serv.	\$142.50
72782	CEDAR RIVER RAILROAD, serv.	\$1,637.50
72783	CENTRAL IOWA DISTRIBUTING, supp.	\$163.00
72784	CC CHAMBER OF COMMERCE, supp.	\$108.00
72785	CHARLES CITY ELECTRONICS, supp.	\$69.99
72786	CINTAS, supp.	\$103.22
72787	CINTAS CORPORATION, serv.	\$150.38

72788	CIRCLE K COMMUNICATIONS INC, serv.	\$5,289.83
72789	CITY OF CHARLES CITY, supp.	\$200.00
72790	CITY OF CHARLES CITY, serv.	\$313.87
72791	CJ COOPER & ASSOCIATES INC, serv.	\$70.00
72792	COMPUTRONICS, serv.	\$50.00
72793	CORE & MAIN LP, supp.	\$812.50
72794	CROELL INC, supp.	\$1,497.94
72795	D&K PRODUCTS, supp.	\$295.00
72796	DEBOEST CONCRETE, serv.	\$2,200.00
72797	DIAMOND VOGEL PAINTS, supp.	\$705.00
72798	DLT SOLUTIONS LLC, serv.	\$2,216.88
72799	DOUBLE Z GARAGE DOORS LLC, serv.	\$97.50
72800	ELECTRONIC ENGINEERING, supp.	\$2,160.00
72801	ETHANOL PRODUCTS LLC, supp.	\$750.02
72802	FARMCHEM, supp.	\$30.88
72803	FLOYD COUNTY ENGINEER, supp.	\$22,722.41
72804	FOX ENGINEERING INC, serv.	\$19,132.90
72805	FRIEDRICH PLUMBING & HEATING, serv.	\$1,414.95
72806	GORDON FLESCH COMPANY INC, serv.	\$283.20
72807	GHD SERVICES INC, serv.	\$404.87
72808	HOLDEN HILLEGAS/H&R LAWN CARE, serv.	\$1,540.54
72809	HACH COMPANY, serv.	\$100.00
72810	HAWKINS INC, supp.	\$3,953.92
72811	HEIMAN FIRE EQUIPMENT, supp.	\$210.30
72812	HEWETT WHOLESAL, supp.	\$204.92
72813	HYDRO KLEAN LLC, serv.	\$28,116.95
72814	IDOT-CASHIER'S OFFICE, supp.	\$1,264.75
72815	IDOT-CASHIER'S OFFICE, supp.	\$130.79
72816	IOWA LAW ENFORCEMENT ACADEMY, serv.	\$125.00
72817	IOWA CODIFICATION INC, supp.	\$74.00
72818	IOWA ONE CALL, serv.	\$106.20
72819	IOWA WALL SAWING, serv.	\$1,100.00
72820	JEAN BOLEY, mileage	\$39.20
72821	JENDRO SANITATION SERVICES, serv.	\$238.00
72822	JENNIFER LANTZ, mileage	\$100.80
72823	JOHN DEERE FINANCIAL, supp.	\$371.54
72824	JOHN DEERE FINANCIAL, supp.	\$64.99
72825	JOHN A HOWE, serv.	\$425.00
72826	KEYSTONE LABORATORIES, serv.	\$132.20
72827	KOCH OFFICE GROUP, serv.	\$9.21
72828	LESSIN SUPPLY COMPANY, supp.	\$71.39
72829	MAIN STREET CHARLES CITY, serv.	\$150.00
72830	MARTIN GARDNER ARCHITECTURE, serv.	\$848.25
72831	MARVIN PLANNING CONSULTANTS, serv.	\$5,000.00

72832	MC2 INC, supp.	\$9,010.76
72833	MERRITT COMPUTER SERVICE INC, serv.	\$305.36
72834	MICK GAGE PLUMBING & HEATING, serv.	\$8,022.26
72835	MILLS-INC, supp.	\$21.00
72836	MUNICIPAL SUPPLY INC, supp.	\$1,348.00
72837	MUSCO SPORTS LIGHTING LLC, supp.	\$28,000.00
72838	NIACOG, serv.	\$428.60
72839	NOAH, SMITH, SCHUKNECHT & SLOTER, serv.	\$3,920.71
72840	NORTH IOWA LAWN & SPORTS, supp.	\$54.36
72841	OTTO'S ENTERPRISES LLC, supp.	\$80.16
72842	OUTLAW TRUCK PARTS, supp.	\$215.68
72843	PAWS HUMANE SOCIETY, serv.	\$1,550.00
72844	PERRY NOVAK ELECTRIC INC, serv.	\$18,304.69
72845	PITNEY BOWES-LEASE ACCT, serv.	\$159.57
72846	POSTMASTER, supp.	\$495.00
72847	RAPID PRINTERS/OFFICE WORLD, supp.	\$53.00
72848	RECREATION SUPPLY COMPANY, supp.	\$301.98
72849	RELIANT FIRE APPARATUS INC, supp.	\$121.53
72850	SHORT ELLIOTT HENDRICKSON INC, serv.	\$980.00
72851	SHIELD TECHNOLOGY CORPORATION, serv.	\$3,915.00
72852	STEVEN T DIERS, monthly phone stipends	\$150.00
72853	TERRY BRYANT-STREAM LINE PAINTING, serv.	\$1,233.00
72854	TAYLOR MADE GOLF COMPANY, supp.	\$781.22
72855	TEK INC, serv.	\$6,250.00
72856	TELLURIAN BREWING, supp.	\$98.00
72857	TRENT PARKER, serv.	\$110.00
72858	UNIQUE COUNTRY STORE, supp.	\$360.00
72859	US CELLULAR OF CHARLES CITY, supp.	\$39.95
72860	USA BLUEBOOK, supp.	\$1,813.80
72861	VANWALL EQUIPMENT INC, supp.	\$30,000.00
72862	VERIZON WIRELESS, serv.	\$120.13
72863	WEX BANK, supp.	\$7,954.47
72864	WISCONSIN INDEPENDENT NETWORK, serv.	\$1,200.00

TOTAL \$2,483,304.72

April receipts - Gen-995699.86;Disp-140.11;P/R C/I-36.89;CommEq-27.80;H/M-28.21;RAGBRAI-.26;RUT-205639.03;EmpBen-423199.95;CVTC-11909.91;Emerg-24486.81;OptTx-60305.45;TIF-112882.53;LibrTr-169.93;FGP-24060.23;PubHous-77588.32;Sect8-80899.87;Cable-750.00;DebtServ-135257.23;2020CapFnd-10000.00;Water-221837.68;Sewer-148733.71;WWTPExp-260323.36;WasteFnd-54081.37;Transit-26683.27;SWU-16352.14;FireExt-3313.50

April Disbursements - Gen-479423.24;Disp-333.18;RUT-61560.21;EmpBen-224439.94;CVTC-26427.23;LibrTr-4072.01;FGP-27491.52;PubHous-103104.36;Sect8-76774.23;STreetRelC/I-105072.49;CWBridge-433119.34;FibertoHome-1200.64;IPC-4706.15;Water-

182808.82;WaterLoopProj-264.00;Sewer-119496.22;WWTPProj-960156.80;WasteFnd-70465.95;Transit-44592.34;SWU-5049.20;FireExt-129.18

Mark Wicks and Joanna Thompson from the Chamber were present to request street closures for 4th of July and Party in the Park requests. The fireworks will be shot off at the same location as last year, by Hog Slats south of town. The police department has suggested this due to the major street construction going on downtown. The streets around Central Park are requested to be closed starting Friday afternoon and going until Monday afternoon. Kids Day will be on Friday and the parade will be on Saturday. Parade route will be the same as in prior years. Councilmember Starr asked if the merchants being affected by the street closures have been contacted and response was yes. Party in the Park events will be held June 11, July 30 and August 13. Streets around Central Park will be closed on those days from 2:30 p.m. to 10:30 p.m. Motion by Freeseaman, second Starr to approve these requests. Ayes - 5

The Lions Club is requesting street closures for a drive through pancake breakfast they are conducting on July 11. They are asking that Blunt Street between Main and Jackson be closed from 5:00 a.m. to 3:00 p.m. Motion by Joerger, second Pittman to approve this request. Ayes - 5

The agenda item on approving offer to purchase property is not ready for council action so no action was taken on this item.

City staff is researching possibilities for extending sanitary sewer service in various parts of the city and adjacent properties that may be annexed. Staff is recommending hiring Fox Engineers to prepare this study for a not to exceed amount of \$15,500. Staff has requested that they start in the southeast area of town and complete that section first. We would like that portion done by July 23 and the rest can be completed by August 27. If we choose to go forward with any actual construction to any areas, we would approve additional task orders. Exploring possible annexation was included in our 2021 goals that council established. Council member Joerger introduced Resolution 68-21 entitled, "RESOLUTION APPROVING ENGINEERING SERVICES AGREEMENT WITH FOX ENGINEERING" and moved for adoption. Second to adopt Freeseaman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none

City engineer Fallis has been working with KSA Lighting to develop a lighting plan for the Charley Western Trail, which includes the new bridge. The work being done on the bridge right now would just include pilasters, which will support the lights. KSA has been asked to change the light poles slightly so they will fit on the pilasters that have been poured. Fallis stated that the resolution will be altered slightly to state that the amount will not exceed \$13,835 since it will be less than that amount. We will eventually need to get a contractor to install the five lights. Council member Freeseaman asked if there is a fundraising effort started for purchasing the lights. Mayor Andrews replied that a committee will be fundraising to reimburse the city for the purchase of the lights. Council member Joerger introduced Resolution 69-21 entitled, "RESOLUTION APPROVING PURCHASE OF BRIDGE LIGHTS" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none Fallis commented that the project is ahead of schedule right now and we hope to be using the bridge by the end of August. Council member Freeseaman stated that there are portions of the trail going through the campground that are getting in tough shape and Mayor Andrews stated that park and rec should look at that.

City clerk O'Donnell thanked the council and staff for the beautiful flowers and stepping stone she received after the death of her mother. She also stated that the next council meeting will be a planning session on June 16 at 6:00 p.m.

City administrator Diers reported that he recently received notification from the DNR that the city is receiving one million dollars of forgiveness on the SRF loan for the water resource and recovery facility project due to being a disadvantaged community. It is time for the annual evaluations for the city administrator, city clerk and city attorney. He will update survey monkey and if there are any changes the council would like to see from last year's forms, they should let him know. The annual Chamber golf outing is June 18 and if anyone wants to join the city team, contact him. We have Eric Merritt coming soon to install the equipment to help us go live with our council meetings. We plan to still include a Zoom component in our live meetings. We will use a projector for Zoom rather than a big screen television, cost is quite a bit cheaper. Rick Cordes has asked where the city is at with his request to build a garage on an empty lot and we have that item on the June 28 planning agenda.

Motion by Starr, second Freeseaman to adjourn. Ayes - 5

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk