

ALBURNETT CITY COUNCIL

MINUTES OF THE JANUARY 14TH, 2021 REGULAR CITY COUNCIL MEETING

The City Council of the City of Alburnett, Iowa met in regular session, **Thursday, January 14th, 2021**, at 7:00 pm at City Hall with Mayor Pro Tem Bethany Sarazin presiding. Sarazin called the meeting to order at 7:00 pm.

****Sarazin moved to agenda item (5) Sheriff's Report and recognized Deputy Schmid from the Linn County Sheriff Department. Deputy Schmid reported the required hours of 43, actual hours of 133.8 with 22 calls for service.****

Following the sheriff's report, the Pledge of Allegiance was given followed by roll call; council members present: Bethany Sarazin, Chester Schantz, Dave Boesenberg, Joe Trumm, and Brian Mensen. Also present were Steve Graham (Fire Chief), Guy Trimble (Public Works Director), and Danielle Brecht (City Clerk).

Approval of Agenda: Mayor Pro Tem Sarazin called for a motion to approve the agenda as amended with a change in item (f) Resolution 01-2021-01 to a simple motion, per the request of the clerk; **MOTION** by Boesenberg (moved), seconded by Mensen. All voted AYE (5), motion carried.

****Sheriff's Report: ** see above.**

Mayor's Report: Mayor Pro Tem Sarazin gave report.

Council Reports: Council members gave reports; discussion followed.

Citizen Comments - Agenda items: None

Citizen Comments - Non-Agenda items: None

Written Reports:

- **Fire Department:** Chief Graham gave report; stated that five (5) EMT's received the COVID vaccine and that the city may receive an administrative bill from Mercy for administrative fees. Discussion followed.
- **Public Works:** Guy Trimble gave report; discussion followed.
- **City Clerk:** Danielle Brecht gave report; discussion followed.

Consent Agenda: Minutes from 12/10/2020 council meeting, list of claims, Financials/Treasurer's Reports provided and discussed. **MOTION** to approve the consent agenda as submitted moved by Schantz; seconded by Trumm. All voted AYE (5), motion carried.

New Business:

- **Appointment of Mayor followed by Oath of Office:** Discussion of appointment to fill vacancy of Mayor. Clerk noted that only one written notice of interest/intent had been received from Council Member Sarazin. Discussion followed. **MOTION** to appoint Bethany Sarazin to fill the vacancy as Mayor, moved by Boesenberg, seconded by Trumm. Roll call vote was taken with the following votes: Mensen (aye), Schantz (aye), Sarazin (abstain due to conflict of interest), Boesenberg (aye), Trumm (aye). Motion carried will full majority – Bethany Sarazin appointed to fill the office of Mayor. Oath of Office was administered by the City Clerk and taken by Sarazin. ****Sarazin acted in capacity and with full duties of the office of Mayor of the City of Alburnett for the remainder of the meeting****
- **Appointment of Fire Chief:** Chief Steve Graham previously noted in his Dec 2020 fire report that he had been voted in as Fire Chief by the department. Discussion followed. **MOTION** by Trumm to appoint Steve Graham to Fire Chief for the Alburnett Otter Creek Fire Department; seconded by Mensen. Roll call vote was taken with all council members voting aye (Mensen, Schantz, Boesenberg, Trumm); motion carried.

- **Rate of Pay: Snow Removal Coverage:** Discussion regarding hourly wage to pay for snow removal work that was done while Public Works Director was on vacation. **MOTION** by Schantz to pay \$24.00/hour to Brian Mensen for his hours spent doing snow removal for the City of Alburnett. Motion seconded by Boesenberg. Votes as follows: Schantz (aye), Boesenberg (aye), Trumm (aye), Mensen (abstain, due to conflict of interest). Motion carried.
- **Purchase Request: Public Works Department – Hustler MDV Utility Vehicle:** Mayor Sarazin recognized the Public Works Director who discussed request to purchase Utility Vehicle for the City of Alburnett. Discussion followed. **MOTION** to approve purchase of Hustler MDV Utility Vehicle, as presented and requested by the Public Works Director for a cost not to exceed \$20,000.00 moved by Boesenberg, seconded by Trumm. All voted aye (4 - Mensen, Schantz, Boesenberg, Trumm). Motion carried.
- **Purchase Request: City Hall – Stand Up Desk:** Mayor Sarazin recognized the City Clerk who requested to purchase a standing desk to utilize while working at City Hall for better ergonomics. Discussion followed. **MOTION** to approve purchase of standing desk, monitor mount and fatigue floor cushion as submitted in request at an amount of \$309.93 moved by Schantz, seconded by Trumm. All voted aye (4 - Mensen, Schantz, Boesenberg, Trumm). Motion carried.
- **Motion to Set Public Hearing for FY22 Max Property Tax Levy:** Discussion of FY22 Max Property Tax Levy requirement and proposed max levy. **MOTION** by Mensen to set Public Hearing for Thursday, February 11th at 7:00 pm for the FY22 Maximum Property Tax Levy; seconded by Boesenberg. All voted aye (4 - Schantz, Mensen, Trumm, Boesenberg); motion carried.
- **Resolution 01-2021-02: Approval of Official Publication:** Discussion of Resolution Naming Official Publication for calendar year 2021. Mayor Sarazin recognized the clerk who noted that language was added to the resolution to include the Cedar Rapids Gazette as an alternate source of Publication for the City of Alburnett, if the council should so choose to approve the Resolution including the added language. **MOTION** by Schantz to approve Resolution 01-2021-02: Approval of Official Publication as submitted including the alternate source of publication; seconded by Mensen. All voted aye (4); motion carried.
- **Resolution 01-2021-03: Depositor and Maximum Deposit:** Mayor Sarazin recognized the clerk who noted that this is an administrative requirement to name the official depositor and maximum deposit limit for the City of Alburnett for the calendar year 2021. **MOTION** to approve Resolution 01-2021-03: Depositor and Maximum Deposit moved by Boesenberg, seconded by Mensen. All voted aye (4); motion carried.
- **Linn County Sheriff: Contract Review/Discussion for Approval:** Discussion of contract renewal with Linn County Sheriff for emergency and protection service with rate increase of \$1.00/required hour to \$38.00/hour at the current required number of hours of 43 (forty-three) per month. **MOTION** moved by Boesenberg to approve the new contract with the Linn County Sheriff Department, as submitted with a \$1.00/hour increase for required hours. Seconded by Trumm. All voted aye (4); motion carried.
- ****Mayor Sarazin asked for a MOTION to amend the agenda to add an item – MOTION to state intent to fill council vacancy by appointment: MOTION** moved by Trumm to amend agenda to add item; seconded by Mensen. All voted aye. Discussion followed regarding filling new vacancy of council member Bethany Sarazin’s seat in lieu of her appointment to Mayor. **MOTION** moved by Trumm to fill council vacancy by appointment at February council meeting and request clerk to post notice of vacancy; seconded by Mensen. All voted aye (4); motion carried.

Old Business:

- **City of Alburnett, Capital Improvement Plan (CIP) - ECICOG:** tabled to February.
- **Fire Station Project – Update:** Mayor Sarazin recognized Public Works Director who provided an update on new fire station construction project. Discussion followed.

Final Discussions: No final discussion items.

Motion to adjourn: Mayor Sarazin sought **MOTION** to adjourn, moved by Mensen, seconded by Trumm. All voted aye (4), motion carried. **Meeting adjourned at 7:51 pm.**

Danielle Brecht, City Clerk

Bethany Sarazin, Mayor