

ALBURNETT CITY COUNCIL

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

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

Following the Pledge of Allegiance, roll call was taken with the following council members present: Joe Trumm, Dave Boesenberg, and Chester Schantz. Absent was council member TJ West (note, one city council seat vacancy). Also present were Chris Myers, Steve Graham (Fire Chief), Guy Trimble (Public Works Director), and Danielle Brecht (City Clerk).

Approval of Agenda: Mayor Sarazin called for a motion to approve the agenda; **MOTION** by Schantz (moved), seconded by Boesenberg. All council members present voted AYE (3), **motion carried**.

Sheriff's Report: Deputy Helms from Linn County was present to give report; 20 calls for service, required hours met; discussion followed.

Mayor's Report: Mayor Sarazin delivered report, noting the fire station will be a new polling place in Alburnett, and that she met with Iowa Big to partner with local high school students on a collaborative project. Sarazin also thanked city staff and current council members for their hard work.

Council Reports: Trumm – thanked those residents who work to pick up trash around town. Boesenberg, Schantz – no report.

Citizen Comments - Agenda items: none

Citizen Comments - Non-Agenda items: none

Written Reports:

- **Fire Department:** Fire Chief Steve Graham gave report. Topics discussed were issues with pumps during pressure test and that they are being fixed; Graham also noted he would like to purchase a handheld microphone. Discussion followed and purchase request will be agenda item at next council meeting.
- **Public Works:** Public Works Director Guy Trimble gave report. Topics discussed were water issues at the city shop, especially regarding the roof; discussion followed. Trimble to get quote on extending pole building.
- **City Clerk:** City Clerk Danielle Brecht gave report and noted an upcoming budget workshop. Discussion followed.

Consent Agenda: Minutes from 09/09/2021 council meeting, list of claims (09/10/2021 – 10/14/2021), bills added: ABC Disposal for \$54.00 – dumpster at fire station; Heiman Fire Equipment for \$226.45 – fire dept helmet; Koch Office Group \$102.93 – quarterly printing charges, Housby Heavy Equipment for \$456.30 – skid loader blower maintenance; Marion Iron for \$85.79 – for welder generator table. September Financials/Treasurer's Reports. **MOTION** by Schantz to approve the consent agenda as submitted; seconded by Trumm. All council members present voted AYE (3), **motion carried**.

New Business:

- **Trick-or-Treating Hours: 2021:** Discussion was held of when city should hold trick-or-treating hours; **MOTION** by Trumm to hold City of Alburnett 2021 Trick-or-Treating hours on Sunday, October 31st from 4:00 pm – 6:00 pm; seconded by Schantz. All council members present voted AYE (3), **motion carried**.
- **City Council Vacancy:** Discussion was held regarding resignation of council member Brian Mensen effective October 1st, 2021 and council's plan to fill vacancy. **MOTION** by Boesenberg to post notice of vacancy and fill vacancy by

appointment at November council meeting; seconded by Trumm. All council members present voted AYE (3), **motion carried.**

- **Notification/Alert System: NIXILE** – Mayor Sarazin recognized city clerk who mentioned request to enter into collective contract with Walker, Central City, Springville, and Coggon for NIXIL messaging/alert system. Discussion followed.
- **Main Ave – Crack Seal:** Discussion was held regarding quote from Kluesner to crack seal sections of Main Avenue. Trumm made a **MOTION** to approve quote from Kluesner in the amount of \$11,983.56 to crack seal sections of Main Avenue; seconded by Boesenberg. All council members present voted AYE (3), **motion carried.**
- **Resolution 10-2021-01: Resolution Approving Procurement Guidelines of Federal Funds:** Mayor Sarazin recognized city clerk who discussed necessity of resolution relating to requirements of federal funds received for Derecho expense claims. **MOTION** by Boesenberg to approve Resolution 10-2021-01: Resolution Approving Procurement Guidelines of Federal Funds; seconded by Trumm. All council members present voted AYE (3), **motion carried.**
- **City Cell Phone: Multi-line option:** Mayor Sarazin recognized public works director who mentioned new technology is available that will allow multiple lines on one device which would allow him to only need one phone instead of two. Discussion followed. **MOTION** by Schantz to allow public works director to add city line onto personal phone, seconded by Trumm. All council members present voted AYE (3), **motion carried.**
- **Sale of City Asset – Snowplow: Discussion was held regarding the sale of the old snowplow. MOTION** by Boesenberg to sell snowplow; Trumm moved to amend motion to state that city will list snowplow for sale on Clerk Net and Facebook Marketplace at a list price of \$5,000.00; **AMENDED MOTION** seconded by Trumm. All council members present voted AYE (3), **motion carried.**

Old Business:

- **305 N Main Ave: Discuss quote for approach to parking lot:** Mayor Sarazin noted that this item will again be tabled until the next council meeting due to the same council representation being present.
- **ARPA Funding:** Discussion was held of city plan to utilize American Rescue Plan Act Funding.
- **Nuisance Properties: Discuss concerns relating to nuisance properties and next steps:**
 - **235 N Main Ave:** Property owner Keith Swallow was present at this time during the meeting. Mayor Sarazin recognized Swallow who stated that he had provided a lease and had a renter moved into the house. Discussion followed with questions regarding building permits that had not been pulled from Linn County. Property owner was requested to follow-up with Linn County on permits and inspections to obtain certificate of occupancy for work completed.
- **Capital Improvement Plan:** Discuss was held regarding status of upcoming CIP goals, next steps needed, and reassignment of goals due to vacancy.
- **Fire Station Project: Discuss remaining project items:** Mayor Sarazin recognized Trimble who gave update on outstanding items of project. Discussion followed.

Final Comments: none

Motion to adjourn: Mayor Sarazin called for a motion adjourn. **MOTION** by Trumm (moved), seconded by Schantz. All council members present voted aye (3), **motion carried. Meeting adjourned at 8:04 pm.**

Next regular Alburnett City Council meeting: 7:00 pm on Thursday, November 11th, 2021 - City Hall (103 E 1st Street).

Attest:

Danielle Brecht, City Clerk