



## NOTICE OF PUBLIC MEETING

City Council Meeting Minutes Thursday, July 14th, 2022 @ 7:00 PM City Hall - 103 E 1st St

The City Council of the City of Alburnett, Iowa met in regular session, Thursday, July 14th, 2022, 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 : Dave Boesenberg, Chris Myers, Chester Schantz, Joe Trumm. Council member TJ West was not present. Also present were Steve Graham (Fire Chief), Guy Trimble (Public Works Director).

**Approval of Agenda:** Mayor Sarazin called for a motion to approve the agenda. Changes were as follows: (10) After council reports added discussion of Resolution #2022-06: Appoint new City Clerk – Chris Shelby. (11) Sworn in Chris Shelby as New City Clerk. Under new business item number B. Special event request by ACDC. (15b) Under new business item number H: Linn County ARPA funds request due July 15<sup>th</sup>. (16c) Small wording: Old business item C to correct it from saying- Water Rate increase to Second reading: second reading of ordinance Amendment to Water Rate Chapter 6-56-32. **MOTION** by Boesenberg, second by Schantz. Motion Approved. All Ayes. West not present. (4) Motion Carried.

**SHERIFF'S REPORT:** No deputy present to give report. Sarazin noted required hours met of 43 hours and 14 calls for service.

**MAYOR'S REPORT:** Mayor Sarazin gave report, noting the following items: Welcome new City Clerk Christopher Shelby. Car show recognition and thanks to all business owners, ACDC club and Fire department. Sunday farmers market from 11 to 2pm. Reminder about golf carts. Drivers must be of driving age. Stay off main routes. Don't be out after dark. Wear helmets. Met with Andy Whiting District Representative with Ashley Hinson office who can assist with letters of support and other community needs.

**COUNCIL REPORTS:** Boesenberg/Myers/Trumm/Schantz – nothing to report.

**RESOLUTION:** #2022-06: Appoint Chris Shelby as City Clerk: Read by Sarazin – City Code 2-9-10 gives city council to appoint a City/Clerk Treasurer hired June 10, 2022. **Motion** by Schantz. **Second** by Meyers. All Ayes. West not present (4) Motion Carried.

**CITY CLERK OATH OF OFFICE:** Chris Shelby was sworn in as City Clerk/Treasurer on July 14<sup>th</sup>, 2022 at 7pm.

**CITIZENS COMMENTS** – Agenda related: Kent Wright commented on excess number of younger individuals recklessly riding around on mopeds with no helmets. Steve Graham stated the mopeds tear up the ACDC court. Non-Agenda related: (1) Cindy Golding running for State House present. She gave presentation on who she was and why she was running for State House. (2) Nancy Fuller – Fullers Pub – expressed request to assist Larry Lovida's property, ditch concerns and asked for assistance in helping him take care of mowing the ditch. Guy PW stated they have put in new culverts but for the water to flow the ditch is required to be steep.



**WRITTEN REPORTS:** Fire Department – Chief Graham present. Added to report: Center Point asking us to keep one of their EMT vehicles at our new firehouse. Doing so would assist them CP needing a second vehicle to be on the scene. 208E needed with Center Point and insurance review.  
 Public Works Department: Guy Trimble present. Street patching is going well.  
 Clerks Report: Nothing to add. Gworks to Clerkbooks proposal. 1/3 of the cost to go to Clerkbooks.  
 Mayor asking demo. Go to direct deposit for all checks. **Motion** by Schantz. **Second** by Trumm. All Ayes.  
 West not present (4) Motion Carried.

**CONSENT AGENDA:** Approved minutes from previous agenda, list of bills Claims Report, Giveys ABD license for outdoor events: **Motion** by Boesenberg. **Second** by Meyers. All Ayes. West not present (4) Motion Carried.

**CITY OF ALBURNETT**

*CLAIMS REPORT: 06/9/2022 - 07/14/2022*

<i>VENDOR</i>	<i>REFERENCE</i>	<i>AMOUNT</i>
ABC	GARBAGE	\$ 65.78
AIRGAS	FD SUPPLIES	\$ 42.13
ALLIANT ENGERY	UTITLITIES	\$ 2,773.57
AVESIS VISION INSURANCE	EE VISION INSURANCE	\$ 21.08
BLUEGRASS	GRASS SEED	\$ 97.17
CAREPRO HOME MEDICAL	OXYGEN TANK REFILL	\$ 22.00
CENTER POINT LIBRARY	LIBRARY CONTRACT	\$ 2,000.00
CINTAS	FIRE DEPT - MEDICAL SUPPLIES	\$ 35.78
CINTAS CORP.	Med supplies	\$ 35.78
CONNIE HELMS	CLERK SERVICES	\$ 412.00
Culver's Lawn and Landscape	Landscaping FD	\$ 5,813.05
DEPARTMENT OF TREASURY	PAYROLL: FED/FICA TAX	\$ 3,156.68
DNR	Annual Water Dues	\$ 74.35
FELD FIRE	PONN CONQUEST LDH	\$ 7,942.00
FERGUSON	METER READER CHANGE-OUT	\$ 21,743.78
GARY HOLSINGER	CITY HALL RENT	\$ 785.00
HANDLEY DIRT WORK PLUS	STORM SEWER EXTENSION PROJECT	\$ 3,517.94
HR GREEN	PAYMENT MANAGEMENT STUDY	\$ 303.00
IMWCA	Work Comp	\$ 2,764.00
IOWA LEAGUE OF CITIES	ANNUAL MEMBER DUES	\$ 730.00
IPERS	PAYROLL: IPERS	\$ 1,029.20
JEANNIE NEIGHBOR	COMMUNITY BEAUTIFICATION	\$ 210.00
K&W COATINGS llc	WATER TOWER REPAIR	\$ 54,800.00
KEYSTONE LABS, INC	WATER/WASTEWATER TESTING	\$ 14.25
KLUESNER	ROAD REPAIR	\$ 1,195.10



LIBRARY	CENTER POINT LIBRARY	\$	2,000.00
LINN CO SHERIFF'S OFFICE	POLICE PROTECTION FEE		
LINN CO-OP COMPANY	LAW-TRIMEC CLASSIC	\$	212.31
LYNCH ROOFING	ROOF REPAIR SHOP	\$	12,000.00
MAKA BLIND	BLINDS AND INSTALLATION FIREHOUSE		\$312.00
MIDWAY SUPPLY CO	OIL AND SPARK PLUG	\$	24.88
MWHEEL	Vehicle Repairs	\$	20.55
NEIGHBOR INSURANCE	INSURANCE RENEWAL	\$	8,958.00
OFFICE EXPRESS	CITY HALL / SUPPLIES	\$	70.95
PAYROLL	Payroll	\$	10,446.32
SANDRY FIRE SUPPLY, LLC	CONVERSION KIT	\$	1,020.98
SECRETARY OF STATE	NOTARY DUES	\$	30.00
SIMMONS PERRINE MOYER BERGMAN	LEGAL SERVICES	\$	1,147.00
SOLID WAST AGENCY	RECHARCHABLE BATTERY DISPOSAL	\$	114.80
ST LUKES WORK WELL SOLUTIONS	DRUG SCREENING FOR NEW HIRE CHRIS	\$	60.00
TOWNCLOUD, INC	AGENDA SOFTWARE	\$	50.00
TREASURER - STATE OF IOWA	STATE TAX	\$	1,117.00
UMB BANK	ADMIN FEE GEO BOND	\$	250.00
US CELLULAR	MAINTENANCE CELL PHONE		\$530.75
USA COMMUNICATIONS	PHONE/INTERNET	\$	105.32
VISA - DANIS OLD CARD	CLOSE OF DANIELLES VISA	\$	464.02
VISA - PW	HOTEL FOR CONFERENCE IMPI/PW	\$	2,593.14
WELLMARK BC/BS OF IOWA	HEALTH INS	\$	1,449.61
WEX BANK	FUEL CARD MONTHLY/LATE FEES	\$	1,679.00
WOODWARD COMMUNITY MEDIA	PUBLICATIONS		
<b>Accounts Payable Total</b>		<b>\$</b>	<b>154,240.27</b>
PAYROLL: 7/1/2022 (June Wages)			
<b>***** REPORT TOTAL *****</b>		<b>\$</b>	<b>154,240.27</b>
GENERAL		\$	8,606.64
ROAD USE		\$	2,791.76
EMPLOYEE BENEFITS		\$	1,612.51
WATER		\$	6,628.90
SEWER		\$	6,709.47
<b>TOTAL FUNDS</b>		<b>\$</b>	<b>26,349.28</b>

\*\*all invoices and expense breakdowns are available for review upon request at City Hall  
(cityclerk@alburnettia.org or 319-842-2692)



**NEW BUSINESS:** (a) Rental Inspection Agreement Linn County: Luke Maloney presenting offer to Alburnett. Agreement includes standardized inspections of homes. Service available only on city request. (b) Justin Martin - ACDC to discuss reconsideration of the Special Event Permit for Sept. 18<sup>th</sup>. Slow pitch soft ball tourney to promote park and raise money for breakfast. Discussion of October event: Crash Bash for Benefit days remote control cars, mud run and tractor pull and possible street closure for vendors and parking. Seeking approval for Special permit for Sept. 18<sup>th</sup>. **Motion** by Meyers. **Second** by Boesenberg. All Ayes. West not present (4) Motion Carried. (c) Leslie Horak - ACDC to discuss reconsideration of the Special Event Permit for August 6th obtained by Mike Givens. Consideration heard regarding possible noise, traffic routing, for-profit vs non-profit. Mayor stated after talking to Givens band would move inside establishment at 8:00 pm to alleviate noise concern. Additional discussion: ACDC request for marketing change to distinguish Benefit Days from Givey's street dance be made, Justin Martin stating email sent to 6/9/22 council meeting stating the event Givey's was having street dance event on same day was okay but was written hastily, and council was under impression both parties agreed for both events to take place on same day. Council recommendation was for both Givey's and ACDC club to work together this year and moving forward; only one event be held on any given single night. (d) Nancy Fuller – Special Event Request - Fullers would like to have a band play uptown on Friday night just before Benefits days. Requesting to block off main street. Nancy stated would donate 10% of their earnings from event to ACDC. Kent Wright present spoke, stating blocking road for Friday and Saturday would cause issues with his business. After discussion, Nancy withdrew request for special event. (e) Nathan Soukup present and read variance- Board of adjustments - 303 Longworth Ave variance request. All five board of adjustment members met to grant variance 20 feet to 25. **Motion to approve variance** by Schantz. **Second** by Meyers. All Ayes. West not present (4) Motion Carried. (f) Fire Chief Steve Graham - Request to allow FD to fill swimming pools. Needs to be within fire district. Form created with costs but needs to be adjusted. (g) Donation Agreement between the City of Alburnett, Otter Creek-Alburnett Fire Fighters Association and Otter Creek Township regarding assets bought or donated. (h) Linn- County ARPA request due July 15. Request from council to send ARPA funding request off. **Motion to approve** by Schantz. **Second** by Boesenberg All Ayes. West not present (4) Motion Carried. (i) Linn County Eco Development yearly grant – Park proposal Due July 28<sup>th</sup>. Request for Mayor, public works, and City Clerk to work on proposal to put in request. Request to move forward with the park and to apply grant. **Motion to approve** by Schantz. **Second** by Trumm. All Ayes. West not present (4) Motion Carried. (j) Request to have council meetings on tablets or chrome books. Permission granted to pursue.

**OLD BUSINESS:** (a) Ordinance Violation: 239 N Main Ave - Municipal infraction update. Owner present stating vehicles are all licensed and work. Will reassess and proceed forward. Moving forward property will be fined for future infractions. (b) Bypass as item old business B as this was a resolution for wages approved in 6/9/22 meeting. (c) Second Reading Ordinance #2022-1: Amendment to Water Rate Chapter 6-56-32. **Motion to approve second reading** by Meyers. **Second** by Boesenberg. All Ayes. West not present (4) Motion Carried. (c2) Motion request to approve suspension of the third reading. **Motion** by Trumm. **Second** by Boesenberg. All Ayes. West not present (4) Motion Carried. (c3) Motion to approve the final reading, passage, and adoption with respect to Ordinance #2022-1. **Motion** by Boesenberg. **Second** by Trumm. All Ayes. West not present (4) Motion Carried. New water rates will take effect August 1<sup>st</sup>, 2022.



**FINAL COMMENTS/DISCUSSION:** Dave Boesenberg, Chris Myers, Chester Schantz, Joe Trumm all saying nothing to add. Council member TJ West was not present.

Guy Public works – sold Scag Mower. City Clerk – nothing. Cindy Golding – supporting Linn County Inspection Board and Ordinance enforcement.

**MOTION TO ADJOURN: Motion** - Trumm **Second** – Boesenberg. All Ayes. West not present (4) Motion Carried.