

ALBURNETT CITY COUNCIL

MINUTES OF THE JULY 12<sup>TH</sup>, 2018 REGULAR MEETING

Mayor McClintock called the meeting to order at 7:00 pm in the Alburnett City Hall on **Thursday July 12<sup>th</sup> 2018**. Clerk informed mayor of change on Agenda: items 6-9 should read Second reading (say first, should say Second). After the Pledge of Allegiance to the Flag, roll call was taken with Councilors Bethany Sarazin, Chester Schantz, Joe Trumm and Josh Henricksen present. Councilman Mensen absent. Also present were Public Works/Interim Clerk Guy Trimble, Steve Graham (Fire Chief), David Philipp, Barb Hand, Nancy Fuller, Al Fuller, Danielle Brecht, Steve O'Konek (Linn County Emergency Management Agency).

Motion to approve the agenda with changes previously mentioned was moved by Trumm, seconded by Henricksen. All voted aye; motion carried.

Motion to waive the second reading of Chapter 28 adopting the International Building Code, 2018 Edition and the International Residential Code, 2018 Edition ordinance for the updates for the building codes and pass Chapter 28 on its third reading by title only was moved by Schantz, seconded by Sarazin. Roll call was taken for the changing of the ordinance. All voted aye; motion carried.

Motion to suspend the second reading of the Chapter 42A Adopting the International Mechanical Code, 2018 Edition and Providing Penalties was made by Trumm, seconded by Henricksen. Roll call was taken. All voted aye; motion carried.

Motion to suspend rules of the second reading of Chapter 43A, adopting the International Plumbing Code, 2018 Edition and Providing Penalties moved by Sarazin, seconded by Trumm. All voted aye; motion carried.

Motion to suspend rules of the second reading of Chapter 30 adopting the International Property Maintenance Code, 2018 Edition and Providing Penalties was made by Henricksen, seconded by Trumm. Roll call was taken. All voted aye; motion carried.

Motion to suspend rules of the second reading of Chapter 42B adopting the ICC Electrical Code, 2006 Edition with amendments and the National Electric Code, 2017 Edition with amendments and Providing Penalties was made by Trumm, seconded by Schantz. Roll call was taken. All voted aye, motion carried.

Motion to approve Chapter 28 after suspension of reading moved by Henricksen seconded by Trumm. Roll call was taken. All voted aye, motion carried.

Motion to approve Chapter 42A after suspension of reading moved by Schantz, seconded by Trumm. Roll call was taken. All voted aye, motion carried.

Motion to approve Chapter 43A after suspension of reading moved by Trumm, seconded by Sarazin. Roll call was taken. All voted aye, motion carried.

Motion to approve Chapter 30 after suspension of reading moved by Henricksen, seconded by Trumm. Roll call was taken. All voted aye, motion carried.

Motion to approve Chapter 42B after suspension of reading moved by Sarazin, seconded by Schantz. Roll call was taken. All voted aye, motion carried.

Sherriff's Report – report delivered by Deputy Tindal. No questions/concerns.

Mayor's Report: Presented to council for consideration design of "Key to the City" for special citizenship circumstances. Reminder of Benefit Days. Thanked Public Works Director for recent work on public streets.

Council Report: Sarazin reported that the website is still in process; expecting a July 20<sup>th</sup> deadline.

Citizen Comments - Agenda items: NONE

Citizen Comments - Non-Agenda items: Dave Philipp of 201 Howard Street - heard that fire equipment went out on a job; wondering if it's in repair or if there are plans to repair the equipment. Fire chief was present and confirmed that the equipment has been repaired.

Public Works: Public Works director had no additional comments to add to report. Councilor Sarazin asked about the crack sealing peeling out on Longworth. Councilor Sarazin asked about the Handley dirt work on greenspace.

Fire Department: Chief Graham reported the fire department will be conducting training on Sunday and Monday and doing some practice burning.

Consent Agenda: Amendments to consent - Interim Clerk reported two bills received late: Houts for \$9,587.86 & John Ary reimbursement of \$18.70 for gas in city mower. Motion to approve the consent agenda as amended moved by Sarazin, seconded by Trumm. All voted aye. Motion carried.

New business:

- Steve O'Konek from Linn County Emergency Management Agency (EMA):
  - Advised as to what the EMA is able to assist with; notified that emergency sirens are being updated in Linn County allowing sirens to be sectioned into quadrants.
- Nancy Fuller: 3540 Otter Rd Toddville, IA:
  - Fuller's Pub & Grub would like to do building modification; looking for guidance on enclosed entryway. Public Works director to check with building inspector. Council will need additional information before providing guidance.
  - Tractor Pull proposal for 2019 Benefit Days if council is in favor; no opposition from council.
  - Application for Special Event Permit during 2018 Benefit Days: permission to close street. Motion to approve special event permit moved by Sarazin, seconded by Trumm. All voted aye, motion carried.
  - Application for Special Event Permit during golf outing for new fire station: permission to close street. Motion to approve special event permit moved by Schantz, seconded by Trumm. All voted aye, motion carried.
  - Application for Special Event Permit for BACA – Bikers Against Child Abuse on Sept 15<sup>th</sup>: permission to close street. Motion to approve special event permit moved by Trumm, seconded by Sarazin. All voted aye, motion carried.

Continuation for discussion of purchasing 3 additional SCBA units per previous quote from Sandry Fire Supply of \$19,539.00. Motion by Trumm to approve purchase, seconded by Sarazin. All voted aye, motion carried.

Continuation of discussion for purchase of greenspace. Signatures needed from 15/20 lot owners in adjacent addition needed to suspend covenant prior to greenspace purchase. Motion to collect signatures moved by Sarazin, seconded by Trumm. All voted aye, motion carried

Discuss purchase of Building Permit module from Data Tech per quote of \$2,260.00. Motion to approve purchase moved by Sarazin, seconded by Henriksen. All voted aye, motion carried.

Discuss improvements to City Hall. Some improvements to be done internally without much cost by city and council personnel. Major portion of funding to be used for audio/video functionality and platform to be built. Overall project cost not to exceed \$10,000.00. Motion to table until next meeting moved by Trumm, seconded by Schantz. All voted aye, motion carried.

Discuss the lease for City Hall. Motion to allow Mayor McClintock to enter into negotiations of lease, not to exceed 3 years moved by Schantz, seconded by Trumm. All voted aye, motion carried.

Discuss portable stop sign on Roosevelt Street and 2<sup>nd</sup> Avenue during school drop-off and pick-up times. City has materials to build portable stop sign. Motion to allow for application to DOT for traffic control device moved by Henriksen, seconded by Trumm. All voted aye, motion carried.

Discussion to update employee drug and alcohol policy. Motion by Sarazin to adopt updated drug and alcohol policy from CJ cooper as presented, seconded by Schantz. All voted aye, motion carried.

Continuation for employee reviews and resolutions. No questions or discussions.

Introduction of new City Clerk, Danielle Brecht.

Motion to adjourn at 8:20 pm moved by Trumm seconded by Sarazin. All voted aye, motion carried.

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Guy Trimble - Interim City Clerk

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C. Charles McClintock - Mayor

<i>ACCOUNT:</i>	<i>BALANCE 6/1/18</i>	<i>JUNE RECEIPTS</i>	<i>JUNE EXPENDITURES</i>	<i>BALANCE 6/30/18</i>	<i>PROPOSED BILLS</i>	<i>ANTICIPATED BALANCE</i>
GENERAL FUND	\$253,005.41	\$5,190.08	\$23,437.48	<b>\$234,752.59</b>	\$24,325.02	\$210,427.57
ROAD USE	\$162,703.46	\$6,613.63	\$6,600.94	<b>\$162,710.73</b>	\$4,107.89	\$158,602.84
EMPLOYEE BENEFITS	-\$931.51	\$130.18	\$3,797.58	<b>-\$4,598.91</b>	\$0.00	-\$4,598.91
EMERGENCY FUND	\$8,115.54	\$66.45	\$0.00	<b>\$8,181.99</b>	\$0.00	\$8,181.99
LOCAL OPTION TAX	\$177,697.95	\$0.00	\$0.00	<b>\$177,697.95</b>	\$0.00	\$177,697.95
TIF	\$120,439.44	\$0.00	\$0.00	<b>\$120,439.44</b>	\$0.00	\$120,439.44
DEBT SERVICE	-\$65,159.17	\$507.82	\$0.00	<b>-\$64,651.35</b>	\$0.00	-\$64,651.35
FIRE/COMMUNITY BLD	\$186,469.73	\$0.00	\$0.00	<b>\$186,469.73</b>	\$0.00	\$186,469.73
EQUIPMENT RESERVE	\$399,910.00	\$0.00	\$0.00	<b>\$399,910.00</b>	\$0.00	\$399,910.00
WATER UTILITY	\$188,764.68	\$15,540.81	\$12,457.91	<b>\$191,842.16</b>	\$9,776.74	\$182,065.42
SEWER UTILITY	\$154,037.65	\$7,020.22	\$22,511.62	<b>\$138,540.82</b>	\$13,123.83	\$125,416.99
STORM SEWER	\$46,311.16	\$653.78	\$0.00	<b>\$46,964.94</b>	\$0.00	\$46,964.94
<b>TOTALS</b>	<b>\$1,631,364.34</b>	<b>\$35,722.97</b>	<b>\$68,805.53</b>	<b>\$1,598,260.09</b>	<b>\$51,333.48</b>	<b>\$1,546,926.61</b>

<i>June Receipts</i>	
Township Fire	0.00
Property Taxes	2,440.48
Property Taxes - Insurance	130.14
Franchise Fees	0.00
Beer Liquor Permits	100.00
LOST	0.00
Building Permits	2,082.00
Misc. Revenue	437.46
Refunds/Reimbursements	0.00
Road Use Receipts	6,613.63
Employee Benefits	130.18
Emergency Fund	66.45
Commercial Property Tax Replacement	0.00
TIF Receipts	0.00
Debt Service	507.82
Water Sales	14,208.23
Penalties	419.50
Sales Tax Revenue	913.08
Sewer Sales	6,987.59
Sewer Sales Tax	32.63
Storm Water Charges	650.00
Storm Water Taxes	3.78
<b>Total Receipts</b>	<b>\$35,722.97</b>

*Cash and Investment Account Balance as of June 30, 2018*