

ALBURNETT CITY COUNCIL

MINUTES OF THE NOVEMBER 11TH, 2021 REGULAR CITY COUNCIL MEETING

The City Council of the City of Alburnett, Iowa met in regular session, **Thursday, November 11th, 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, Chester Schantz, and TJ West (note, one city council seat vacancy). Also present were Chris Myers, Mike Givens, Steve Graham (Fire Chief), and Guy Trimble (Public Works Director). Also present via Zoom video communication was Danielle Brecht (City Clerk).

Approval of Agenda: Mayor Sarazin called for a motion to approve the agenda; **MOTION** by Schantz (moved), seconded by Trumm. All council members voted AYE (4); **motion carried**.

Sheriff's Report: No deputy from Linn County was present due to Veteran's Day holiday. Mayor Sarazin noted that the required 43 hours had been met. Sarazin thanked Linn County for the additional patrol requested by the city due to complaints about before and after school traffic and for bringing the speed trailer to town when requested for the same traffic complaints.

City Council Vacancy: The vacant council seat from the resignation of council member Brian Mensen was discussed. Sarazin noted that one notice of interest in filling the vacancy had been received from Chris Myers. Sarazin asked clerk if any other notices of interest had been received; clerk stated that no others were received. Discussion followed. **MOTION** by Boesenberg to appoint Chris Myers to the vacant council seat; seconded by West. Roll call vote was taken with all council members voting AYE (4), **motion carried**.

Oath of Office Administered: Mayor Sarazin administered the Oath of Office to Joe Trumm, TJ West, and Chris Myers.

Mayor's Report: Mayor Sarazin delivered report, recognizing veterans on Veteran's Day, discussing the results of the recent election and congratulating re-elected council members. Sarazin also thanked Chief Graham and the fire department for their event at the fire station for trick-or-treaters on Halloween.

Council Reports: West – apologized for recent meeting absences. Boesenberg, Trumm, Schantz, Myers – no report.

Citizen Comments - Agenda items: none

Citizen Comments - Non-Agenda items: none

Written Reports:

- **Fire Department:** Fire Chief Steve Graham gave report. Discussion followed.
- **Public Works:** Public Works Director Guy Trimble gave report, noting recent quote received from Dan Sherman Custom Concrete for sidewalk/trail on Roosevelt St west of Longworth Ave and around fire station. Discussion followed.
- **City Clerk:** No Report.

Consent Agenda: Minutes from 10/14/2021 council meeting, list of claims (10/15/2021 – 11/11/2021), bills added: Banacom for \$65.00 – notice sign, decal at fire station; Dorsey & Whitney for \$5,000.00 – June GO Bond refinance; bill removed: Heiman Fire Equipment invoice for \$6,469.45 – return of fire department coats, pants received that were incorrect. October Financials/Treasurer's Reports. **MOTION** by Boesenberg to approve the consent agenda as submitted including bills added and bill removed; seconded by Myers. All council members voted AYE, **motion carried**.

New Business:

- **Liquor License:** Mike Givens was present on behalf of Givey's Place to discuss new liquor license application; discussion followed. **MOTION** by Schantz to approve liquor license application for Givey's Place; seconded by Trumm. All council members voted AYE, **motion carried**.
- **Fire Department Purchase Request:** Sarazin recognized Chief Graham who discussed fire department request to purchase a handheld microphone from RACOM at a cost of \$120.00, extrication gloves at a cost of \$586.00, and an additional expense of \$500.00 to Sandry toward the previous approval of thermal imaging cameras. Discussion followed. **MOTION** by Boesenberg to approve fire department purchase requests for a total of \$1,206.00; seconded by Trumm. Council members Trumm, Boesenberg, Myers, and Schantz voted AYE; council member West abstained; **motion carried**.
- **Part-time Public Works:** Discussion was held regarding hiring a part-time employee for public works position. **MOTION** by Trumm to authorize posting for position, allowing Public Works Director Trimble to hire for position at a pay rate not to exceed Grade 7, Step 5; seconded by Schantz. All council members voted AYE, **motion carried**.
- **Speed Limit Change – Roosevelt Street:** Discussion was held on proposed changes to speed limits and posting of changed limits on Roosevelt Street, west of Longworth Ave. **MOTION** by West to move forward with proposed changes and submitting said changes to Linn County; seconded by Myers. All council members voted AYE, **motion carried**.
- **Radar Speed Sign:** Discussion was held regarding purchasing radar speed signs. Item to be **tabled** until December with Public Works Director to obtain additional information relating to warranty and support of signs.
- **Employee Health/Dental Insurance Renewal:** Discussion was held regarding renewal rates for health, dental and vision insurance for employees for 2022. **MOTION** by Myers to approve renewal of current health/dental/vision plan at increased rates as provided and discussed; seconded by Trumm. All council members voted AYE, **motion carried**.
- **FY21 Annual Urban Renewal Report (AURR):** Sarazin recognized City Clerk Danielle Brecht (present via Zoom) who provided details and explanation of FY21 Annual Urban Renewal Report. **MOTION** by Boesenberg to approve FY21 AURR as submitted; seconded by Schantz. All council members voted AYE, **motion carried**.
- **Annual TIF Certification:** Sarazin recognized City Clerk Danielle Brecht (present via Zoom) who provided explanation of TIF Certification and Request to be submitted to Linn County for TIF funds to be received in FY23. Brecht noted that request will impact FY23 general fund revenue, but that request will fulfill TIF obligation and therefore no future requests relating to this TIF project will be necessary. **MOTION** by Schantz to approve Annual TIF Certification as submitted; seconded by Trumm. All council members voted AYE, **motion carried**.
- **FY21 Annual Street Finance Report (SFR):** Sarazin recognized City Clerk Danielle Brecht (present via Zoom) who provided details and explanation of FY21 Annual Street Finance Report. **MOTION** by Myers to approve FY21 Annual Street Finance Report as submitted; seconded by Boesenberg. All council members voted AYE, **motion carried**.
- **FY21 Annual Financial Report (AFR):** Sarazin recognized City Clerk Danielle Brecht (present via Zoom) who provided details and explanation of FY21 Annual Financial Report. **MOTION** by West to approve FY21 Annual Financial Report as submitted; seconded by Boesenberg. All council members voted AYE, **motion carried**.
- **Copier Lease Renewal:** Sarazin provided details on copier lease and upcoming renewal options. Discussion followed. **MOTION** by Boesenberg to approve renewal option to include the printer/copier with both color and black and white options for a monthly lease amount of \$65.00; seconded by Myers. All council members voted AYE, **motion carried**.

Old Business:

- **305 N Main Ave:** Discussion was held regarding quote from Dan Sherman Custom Concrete in the amount of \$2,880.00 to fix approach to parking lot at 305 N Main Ave, following water retention issue stemming from city's previous overlay project of Main Ave. **MOTION** by Trumm to approve quote as submitted; seconded by West.

Council members Trumm, Boesenberg, West, and Myers voted **AYE**; council member Schantz abstained; **motion carried**.

- **ARPA Funding:** Discussion was held of plan to utilize American Rescue Plan Act funds. Quotes discussed of \$62,500.00 for water meter replacement, \$20,185.00 for installation services of water meter replacement, quote for sewer lining of \$31,500.00, fire hydrant replacement for estimated cost of \$15,000.00, estimated expense of \$26,636.00 for city shop roof and exterior repairs, and wastewater sustainability study expense of \$22,500.00. **MOTION** by Trumm to expend ARPA funding on water meter replacement, contracting for installation of water meter replacement, and costs to make city shop repairs as discussed; seconded by West. All council members voted **AYE**, **motion carried**.
- **Capital Improvement Plan:** Discuss was held regarding status of CIP goals, next steps needed, and reassignment of goals which had been previously assigned to council member Mensen.
- **Fire Station Project: Discuss remaining project items:** Mayor Sarazin recognized Trimble who gave update on outstanding items of project. Discussion followed.

Final Comments: Final comments were provided. Discussion followed.

Motion to adjourn: Mayor Sarazin called for a motion adjourn. **MOTION** by Boesenberg (moved), seconded by Trumm. All council members present voted **AYE**, **motion carried**. **Meeting adjourned at 9:10 pm**.

Next regular Alburnett City Council meeting: 7:00 pm on Thursday, December 9th, 2021 - City Hall (103 E 1st Street).

Bethany Sarazin, Mayor

Attest:

Danielle Brecht, City Clerk