



## NOTICE OF PUBLIC MEETING

City Council Meeting Minutes Thursday June 8th, 2023 @ 7:00 PM City Hall - 103 E 1st St

The City Council of the City of Alburnett, Iowa met in regular session, Thursday, June 8th, at 7:00 pm at City Hall with Council member Chris Myers presiding in Mayor Bethany Sarazin's absence. Chris 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, TJ West, Chester Schantz. Dave Boesenberg was not present.

**Approval of Agenda:** Chris Myers called for a motion to approve the agenda. No changes. Moved by Schantz, second by West. Motion Approved. All Ayes. (3) Motion Carried.

**SHERIFF'S REPORT:** Sheriff present. 16 calls for service. Hours met.

**MAYOR'S REPORT:** No updates.

### COUNCIL COMMENTS:

Trumm - No Comment.

Schantz – No comment

West - No Comment.

### CITIZENS COMMENTS –

Agenda related: none

None Non-Agenda related: none

### WRITTEN REPORTS:

Fire Department – Chief Hoover not present. TJ West spoke to the call at Martin complex and thanked everyone who stepped in to help.

Public Works – Chris Shelby present. Reported on status of Public Work projects.

Clerks Report: Chris Shelby present. Nothing to add to the report.

Treasurer's Report: Chris Shelby present. No additions to report.

### CONSENT AGENDA:

List of Bills



**CITY OF ALBURNETT**

CLAIMS REPORT: 5/12/2023- 6.8.23

VENDOR	REFERENCE	AMOUNT
ALLIANT ENGERY	UTILITIES	\$ 2,761.69
AUTOGLASS GUYS	REPLACMENT GLASS FOR SKID LOADER	\$ 200.00
CINTAS	ZOLL AED RENTAL	\$ 404.46
CLERKBOOKS	SUPPORT FOR NEW HIRE/40HR ADDED	\$ 3,000.00
DAN SHERMAN	CITY HALL RENT	\$ 805.00
DAN SHERMAN CONCRETE	MINI EXCAVATOR RENTAL/STUMP GRIND	\$ 2,487.00
DAVE BOESENBERG	MILEAGE REIMBURSEMENT	\$ 99.56
DEPARTMENT OF TREASURY	PAYROLL: FED/FICA TAX/EFTPS	\$ 1,590.12
DINGES FIRE	FD SUPPLIES HVY EQUIPMENT	\$ 2,403.99
ESRI	GIS RENWAL	\$ 935.00
FERGUSON WATERWORKS	METER NEW	\$ 421.98
GARMAN BUILT LLC	NEW CITY HALL RENO	\$ 63,431.65
GEO BOND	BOND PAYMENT	\$ 60,850.00
HAWKINS	CHLORINE CYLINDER	\$ 50.00
IMWCA	WORKMANS COMP (FULL YEAR)	\$ 6,441.00
IOWA DOT	STREET PAINT	\$ 452.06
IPERS	PAYROLL: IPERS	\$ 1,075.40
JOHNS LOCK AND KEY	REPLACEMENT LOCK	\$ 164.00
KENE SHOOP	AFFIDAVIT OPERATOR	\$ 2,000.00
LEAF	PRINTING SERVICES	\$ 3,774.00
MENDARDS	SHOP EQUIPMENT/PLUMBING PARTS	\$ 135.21
NAYLOR ESTATES	3RD INSTALLMENT	\$ 20,851.19
PAYROLL	PAYROLL	\$ 5,432.14
RADARSIGN	KEYLOCK	\$ 25.00
SFR	SFR	\$ 53,905.00
US CELLULAR	PHONES/TABLET	\$ 385.72
VISA - CC	OFFICE/POSTAGE/GARBAGE/TELECOM/TRAINING	\$ 1,684.84
WELLMARK BC/BS OF IOWA	HEALTH INS	\$ 469.95
WET	WET	\$ 962.43
WEX BANK	FUEL CARD MONTHLY	\$ 653.32
WOODWARD COMMUNITY MEDIA	PUBLICATIONS	\$ 111.83
<b>Accounts Payable Total</b>		<b>\$ 237,963.54</b>
<b>***** REPORT TOTAL *****</b>		<b>\$ 237,963.54</b>

**Claims** – Motion to approve consent agenda. Moved by Schantz, second by Trumm. Motion Approved. All Ayes. (3) Motion Carried.

**New Business**

**Discuss quote to patch potholes – Need to decide what streets to patch.** The council requested to do all the roads listed and get new bids.

**Discussed speeding concern on Willow St.** – Citizen Julie Carson spoke regarding the speed issue. Resolution was requested to reduce the speed on Willow. S with 15 mile per hour limit curve signs to be ordered along with a child at play sign. T.J. West spoke regarding the issue with speed and curves on Willow. Council decision to order signs. Request was made to create resolution for speed limit on Willow to be reduced to 15 miles per hour. Motion to order 2 signs with curves and 15 mph and a caution child at play sign. Moved by Trumm, second by Schantz. Motion Approved. All Ayes. (3) Motion Carried.

**Discussion and approval of Resolution 2023-10: Establishing Corporate Bank Structure** – changing warrant and check writing paragraph to include City Administrator. - Motion to



approve resolution. Moved by Trumm, second by West. Motion Approved. All Ayes. (3) Motion Carried.

**Discussion and approval of Resolution 2023-11: Resolution setting charges for City services and nuisance abatement for the City of Alburnett** – Motion to approve new fee structures for city. Moved by Trumm, second by Schantz. Motion Approved. All Ayes. (3) Motion Carried.

**Resolution 2023 -12 – Resolution for the approval to offer employment and set wage for working City Maintenance for the City of Alburnett.** Motion to approve and hire new City Maintenance personnel. Moved by West, second by Trumm. Motion Approved. All Ayes. (3) Motion Carried.

**Resolution 2023 -13 - Resolution for the approval to offer employment and set wage for working Deputy Clerk for the City of Alburnett.** Motion to approve and hire new Deputy Clerk personnel. Moved by Trumm, second by Schantz. Motion Approved. All Ayes. (3) Motion Carried.

#### **Old Business:**

**Discuss bids for new City Hall grade work** - Handley dirt work had lowest bid. Motion to approve Handley to complete dirt work and grading by new City Hall. Moved by Schantz, second by Trumm. Motion Approved. All Ayes. (3) Motion Carried.

New City Hall remodel updates.

**Park committee update:** Grading goal to start in August.

**Final Comments/Discussion:** Trumm- nothing to add; Schantz – thanked everyone for being present; West- nothing to add.

**Adjournment: Motion to Adjourn moved** by West second by Trumm. Motion Approved. All Ayes. (3) Motion Carried. All Ayes

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#### **The City of Alburnett is accepting bids on the following street construction projects:**

130 2<sup>nd</sup> st – South side : 56 sq/ft

3<sup>rd</sup> St and 1<sup>st</sup> Ave intersection by fire hydrant : 224 sq/ft

Main ave between Howard St & Laurie Dr : 56 sq/ft

204 N st – West side 50 sq/ft

East side 185 sq/ft

Main Ave & Howard St – South side, 3 pieces 184 sq/ft

114 2<sup>nd</sup> ave – West side 180 sq/ft

111 S. 3<sup>rd</sup> Ave – East side 120 sq/ft

206 Donald Dr. – South side 333 sq/ft



214 Donald Dr. – South side 420 sq./ft  
Howard St & N. 3<sup>rd</sup> Ave intersection – South 1/2  
Naylor Dr & 1<sup>st</sup> St. intersection

All bids must be submitted before 4 pm July 10<sup>th</sup>, 2023. Bids will be reviewed at the July 13<sup>th</sup>, 2023, 7 pm council meeting.

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**The City of Alburnett is accepting bids on the following construction/landscaping projects:**

Grading/landscaping of new City of Alburnett City Park. Location is west of the firestation located at 405 Roosevelt St, Alburnett Iowa 52202. For details contact Chris Shelby, City Administrator, at (319)-842-2692 or (319)-540-1604 or email requests to [cityclerk@alburnettia.org](mailto:cityclerk@alburnettia.org).

All bids must be submitted before 4 pm July 10<sup>th</sup>, 2023. Bids will be reviewed at the July 13<sup>th</sup>, 2023, 7 pm council meeting.

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**The City of Alburnett is accepting bids on the following construction/landscaping projects:**

Landscaping for the greenspace next to the new Alburnett City Hall location just north of 120 N Main Ave.

For details contact Chris Shelby, City Administrator, at (319)-842-2692 or (319)-540-1604 or email requests to [cityclerk@alburnettia.org](mailto:cityclerk@alburnettia.org).

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