



## NOTICE OF PUBLIC MEETING

City Council Meeting Minutes Thursday Aug 10th, 2023 @ 7:00 PM City Hall – 120 N. Main Ave. Alburnett, IA 52202

The City Council of the City of Alburnett, Iowa met in regular session, Thursday, Aug 10th, at 7:00 pm at City Hall with Mayor Bethany Sarazin presiding. Bethany 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, Chester Schantz, Dave Boesenberg and Chris Myers were present. TJ West not present.

Approval of Agenda: Bethany called for a motion to approve the agenda. No changes. Moved by Shantz second by Boesenberg. All Ayes. (4) Motion Carried.

SHERIFF'S REPORT: Sheriff present. 12 calls for service. Hours met.

MAYOR'S REPORT: Welcome to this new City Hall which honors the past and represents the future. Planning the Alburnett of tomorrow. Thanked council and staff. Thanked MGA and Garman Built. Thanked everyone for Benefits Day. Reminder that City elections are coming up. File August 28<sup>th</sup>. Grant obtained by City Admin for 100,000k to help place a generator going between Well 3 and the Firehouse. Reminder drive to the south is private property.

### COUNCIL COMMENTS:

Trumm – Glad to be in new City Hall.

Schantz – No Comment

West - No Comment.

Myers – No Comment.

Boesenberg – No Comment.

### CITIZENS COMMENTS –

Agenda related:

Alburnett Gene Neighbor. Addressed the council regarding the digital sign policy.

Dave Machacek. Addressed the council regarding the digital sign policy.

Kene Andrews addressed the council regarding the digital sign policy.

None Non-Agenda related:

Non agenda

Julie Carson- addressed the council regarding the speeding concerns on Willow St.



Mark Carson – addressed the council regarding the speeding concerns on Willow St.

Phillip Hayes – addressed the council regarding the speeding concerns on Willow St.

Jeanne Bailey – addressed the council regarding the speeding concerns on Willow St.

Chelsie Damm – addressed the council regarding the speeding concerns on Willow St.

Kelly Hayes -addressed the council regarding the speeding concerns on Willow St.

Justin Means – addressed the council regarding the speeding concerns on Willow St.

#### WRITTEN REPORTS:

Fire Department – Chief Hoover present. 17 calls.

City Administrator report – Chris Shelby present.

Public Works – no additions to report.

Clerks Report- no additions to report.

Treasurer’s Report- no additions to report.

#### CONSENT AGENDA:

List of Bills

Change to the minutes July: (continues next page)



**CITY OF ALBURNETT**

CLAIMS REPORT: 7/14/23- 8/10/23

VENDOR	REFERENCE	AMOUNT
ALLIANT ENGERY	UTILITIES	\$ 2,963.19
ARNOLD MOTOR SUPPLY	OIL SUPPLIES FOR TRUCKS	\$ 375.16
AUTO GLASS GUYS	GLASS REPLACE ON FRONT OF SKIDLOADER	\$ 500.00
BRAIN ENGINEERING	SURVEY	\$ 600.00
CHRIS SHELBY	MILEAGE	\$ 162.44
CINTAS	MED SUPPLIES FD	\$ 2,282.21
Cotton Gallery	WORK SHIRTS	\$ 235.32
DAN SHERMAN	CITY HALL RENT	\$ 805.00
DAN SHERMAN ENTERPRISES	GREEN SPACE WORK NEXT TO CITY HALL	\$ 2,200.00
DEPARTMENT OF TREASURY	PAYROLL: FED/FICA TAX/EFTPS	\$ 2,009.70
DNR	ANNUAL PERMIT FEE	\$ 210.00
GARMAN BUILT LLC	NEW CITY HALL RENO	\$ 24,856.75
HANDLEY DIRT WORK	GRADING NEW CITY HALL PARKLOT	\$ 5,523.33
HAWKINS	CHLORINE CYLINDER	\$ 50.00
IOWA ONE CALL	LOCATES	\$ 23.50
IPERS	PAYROLL: IPERS	\$ 1,375.01
IPI	STREET SIGNS	\$ 144.30
KENE SHOOP	AFFIDAVIT OPERATOR	\$ 1,999.00
KLUESNER CONSTRUCTION INC	STREET REPAIR	\$ 7,410.00
MENARDS	SHOP SUPPLIES/NEW CITY HALL CABINETS	\$ 2,817.12
NEIGHBOR INSURANCE	ANNUAL FD INSURANCE	\$ 10,124.00
OFFICE EXPRESS	MOVING STORAGE KIT/CONTAINERS	\$ 151.70
PAYROLL	PAYROLL	\$ 9,089.62
POSTed PRINTING	MATT POST BANNERS	\$ 797.00
RELIANT FIRE APPARATUS	FIRE DOOR REPLACEMENT	\$ 256.57
SHERRIFF	QT1 PAYMENT	\$ 5,160.00
US CELLULAR	PHONES/TABLET	\$ 210.07
VISA - CC	OFFICE/POSTAGE/GARBAGE/TELECOM/TRAINING	\$ 1,586.45
WELLMARK BC/BS OF IOWA	HEALTH INS	1,250.71
WET	WET	\$ 1,083.41
WEX BANK	FUEL CARD MONTHLY	\$ 611.63
WOODWARD COMMUNITY MEDIA	PUBLICATIONS	\$ 114.54
<b>Accounts Payable Total</b>		<b>\$ 86,977.73</b>
<b>***** REPORT TOTAL *****</b>		<b>\$ 86,977.73</b>

Housby invoice \$6725.31 for new tread for skid loader

Claims: Motion to approve consent agenda with revision to the previous minutes. Moved by Myers, second by Schantz. All Ayes. (4) Motion Carried.



## New Business

a. City Insurance annual renewal – Eldon Neighbor presenting  
EMC offers more services than our current policy and combines our 3 current policies into one.

Motion that we go with EMC as City Insurance provider. Moved by Schantz, second by Boesenberg. All Ayes. (4) Motion Carried.

b. City Hall security camera quote – to purchase 6 cameras for a total of \$8663.73.

Motion to purchase 6 cameras as proposed by Hawkeye communications. Moved by Myers, second by Trumm. All Ayes. (4) Motion Carried.

c. HR Green Water Service Valve Mapping GIS –\$8950 proposal

Motion to approve the Water Service value mapping project with HR Green. Moved by Trumm, second by Boesenberg. All Ayes. (4) Motion Carried.

d. Fire Department new member applications –

Motion to approve the new member applications. Moved by Myers, second by Trumm. All Ayes. (4) Motion Carried.

e. Discuss Park engineer selection – MSA, HR Green, VK  
Discussed all 3 bids and HR Green has been awarded the bid.

Motion to move forward using HR Green for the city park proposals. Moved by Myers, second by Trumm. All Ayes. (4) Motion Carried.

f. Disposition of 3 AEDs – Draft a letter if we are giving to them. 2 as donation to school and 3<sup>rd</sup> to city hall, amended by Trumm older pieces of equipment and as is.

Motion to offer AEDs two of the available AED's as a donation to the school and bring the third to City Hall. Moved by Myers, second by Schantz.

Trumm requested to amend the motion to incorporate the language that when we do this that they know these were older pieces of equipment and that they are taking them at their own risk; as is.

Mayor asked if Myers accepted the amendment. Myers said "I do". Schantz seconded the amendment.

All Ayes. (4) Motion Carried.



g. Resolution 2023-16: FY23 Budget Transfer – Motion to adopt Resolution 2023-16.

Moved by Trumm, second by Boesenberg.

Roll Call:

Trumm – Aye

Schantz – Aye

Myers – Aye

Boesenberg – Aye

All Ayes. (4) Motion Carried.

12. Old Business:

a. Digital sign policy – Mayor moving forward by getting digital sign information from the lawyer and asked patience in delivery to the final council. All other nonprofits to be contacted for involvement.

b. New City Hall updates – Mayor – Went over numbers.

Final Comments/Discussion -

Bethany – planning for next year’s budget. Next big project.

Trumm – Glad got the desk to fit

Schantz – No comment.

Myers – Happy where we are at.

Boesenberg – Glad and kudos to new employees.

Motion to Adjourn. Moved by Boesenberg second by Trumm. All Ayes. (4) Motion Carried.

Meeting adjourned at 8:14pm.

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Amendment to previous July 13<sup>th</sup> 2023 Minutes

CITIZENS COMMENTS –

Agenda related:

Gene Neighbor – Representing the Lions Club regarding the new digital sign. He addressed the council regarding Lions Club participation in raising the funds for the new sign and use of digital sign. He asked if there were any questions regarding the letter sent to each of the council members and requested lions club involvement when creating the policy.