



NOTICE OF PUBLIC MEETING

City Council Meeting Minutes for Thursday, August 8, 2024 at 7:00 pm at City Hall, 120 North Main Avenue, Alburnett, Iowa 52202.

The City Council of the City of Alburnett met in regular session, Thursday, August 8, 2024 at 7:00 pm at City Hall with Mayor Sarazin presiding. Sarazin called the meeting to order at 7:00 pm.

Following the Pledge of Allegiance, roll call was taken.

Joe Trumm, Dave Boesenberg, Grant Soukup, and Chris Myers were present. TJ West was absent.

APPROVAL OF AGENDA: Mayor Sarazin called for a motion to approve the agenda. Moved by Boesenberg, second by Myers. All Ayes (4). Motion carried.

SHERIFF'S REPORT: Sheriff was present. 10 calls for service. 43 hours met. Deputy recognized start of school and need for additional patrol during arrival and dismissal. Mayor Sarazin reminded of No Parking zone on entirety of Roosevelt Street.

CITIZEN COMMENTS:

- a. Agenda Items:
Greg Tlusty addressed Council regarding residents parking on sidewalks.
- b. Non-Agenda Items:
Mike Givens addressed Council regarding an upcoming special event street closure.

MAYOR'S REPORT: Mayor Sarazin thanked Mack Kleitsch and Kene Shoop for all the work with the recent water issue along with residents that brought it to our attention.

COUNCIL COMMENTS:

Trumm – No comment
Boesenberg – No comment
Soukup – No comment
West - Absent
Myers – No comment



WRITTEN REPORTS:

- a. Fire Department: Chief Hoover and EMS Captain Kuehl were present. Continuing to work with City staff on procurement and purchasing policies. Mayor Sarazin to follow-up with revisions for the Non-Emergency Driving Policy. Discussed interest in re-establishing the Cadet program.

Councilor TJ West arrived at 7:20 PM.

- b. Public Works –Update on Scada system and adding alarms/alerts.
- c. City Clerk – Updated report for only one outstanding water payment for July.
- d. Treasury – FY25 Budget nearly ready in ClerkBooks for reports to resume.

CONSENT AGENDA:

- a. Minutes from July 11th Council Meeting
- b. Claims



CITY OF ALBURNETT
CLAIMS REPORT: 7/12/24-8/8/24

VENDOR	REFERENCE	AMOUNT
ABC	CITY GARBAGE	\$ 178.25
AIRGAS	OXYGEN	\$ 154.48
ALLIANT ENERGY	UTILITIES	\$ 3,410.03
BURNS INC	LAWN MOWER TIRE	\$ 69.56
CINTAS	AED CONTRACT	\$ 404.46
D & K PRODUCTS	HERBICIDE	\$ -
DAVE'S SERVICE	BOOM TRUCK RENTAL	\$ 160.00
ECICOG	GENERATOR ADMIN	\$ 75.00
GAZETTE	7/11/24 Minutes_7/18/24 Notice to Bidders	\$ 295.53
GORDON FLESCH	PRINTER LEASE 7/15-8/14/24	\$ 132.12
GRAINGER	WATER/SEWER PANEL FUSES	\$ 68.76
HAWKINS	CHEMICALS	\$ 40.00
HOUSBY HEAVY EQUIPMENT	PARTS	\$ 88.05
HR GREEN	GIS Pro Services	\$ 40.00
IOWA DNR	WASTEWATER ANNUAL PERMIT + SERVICE FEE	\$ 86.50
IOWA ONE CALL	ADMIN FEES - EMAILS, PHONE	\$ 4.60
IOWA PRISON INDUSTRIES	STREET SIGNS	\$ 1,369.90
IOWA SECRETARY OF STATE	NOTARY COMMISSION #857177 - KULA	\$ 30.00
IOWA WORKFORCE DEVELOPMENT	C SHELBY BENEFIT PYMT	\$ 5,133.00
KENE SHOOP	AFFIDAVIT OPERATOR	\$ 2,000.00
LINN COUNTY SHERIFF	1Q25	\$ 5,460.00
MICROBAC	WATER TESTING	\$ 279.00
MIDWEST OUTDOOR EQUIP INC.	CHAINSAW CHAIN	\$ 40.68
NEIGHBOR INSURANCE	ANNUAL INSURANCE RENEWAL	\$ 39,392.01
QUALITY FLOW SYSTEMS	NEW LIFT STATION PUMP	\$ 12,980.00
SIMMONS PERRINE MOYER BERGMAN	ATTORNEYS PROCESS SERVICE 6/13/2024	\$ 120.00
SOLID WASTE AGENCY	WOOD WASTE	\$ 76.50
USA BLUEBOOK	FIRE HYDRANT DIFFUSER HOSE - PUBLIC WORKS	\$ 248.90
US CELLULAR	CELLPHONES/PAD	\$ 227.17
USA COMMUNICATIONS	TELECOMMUNICATIONS/INTERNET	\$ 82.65
VISA	New EE memberships/Tech	\$ 450.89
WELLMARK BC/BS OF IOWA	HEALTH INS	\$ 2,340.57
WEX BANK	FUEL CARD MONTHLY	\$ 560.79
Total Paid on 08/08/2024		
Accounts Payable Total		\$ 75,999.40
Total Payroll Paid		\$8,733.59
***** REPORT TOTAL *****		\$ 84,732.99
GENERAL		\$28,884.59
ROAD USE		\$3,534.90
FIRE/COMMUNITY GF		\$19,309.82
WATER		\$6,085.79
SEWER		\$18,184.31
STORM WATER		\$0.00
DEBT SERVICE		\$0.00
TIFF/LMI		\$0.00
*****FUNDS TOTAL*****		\$84,732.99



Motion to approve consent agenda. Moved by Soukup, second by Myers. All Ayes (5). Motion carried.

NEW BUSINESS:

a. Resolution 2024-24: Approve Annual Renewal Rates with EMC Insurance

Motion to approve Resolution 2024-24 approving the annual renewal rates with EMC Insurance for property, liability, crime & fidelity, inland marine, automotive, worker's compensation, umbrella and linebacker policies. Moved by Myers. second by Trumm. All Ayes (5). Motion carried.

b. Resolution 2024-25: Accept and Award Bid for Well #3/Fire Station Permanent Generator

Motion to approve Resolution 2024-25 accepting and awarding bid for installation of a permanent generator at Well #3/Fire Station to Hawkeye Electric in the amount of \$69,985.84. Moved by Trumm, second by Boesenberg. All Ayes (5). Motion carried.

c. Resolution 2024-26: Approve Contractor for Fire Hydrant Replacement

Motion to approve Resolution 2024-26 approving contractor for fire hydrant replacement at the intersection of 1st Street and 2nd Avenue as Handley Dirt Work in the amount of \$2,700 with the City purchasing the hydrant from DSG in the amount of \$5,218. Moved by Trumm, second by Soukup. All Ayes (5). Motion carried.

d. Resolution 2024-27: Approve Contractor for Repair of Wastewater Valves

Motion to approve Resolution 2024-27 approving contractor for repair of two wastewater valves as Handley Dirt Work in the amount of \$1,573.75. Moved by Myers, second by Boesenberg. All Ayes (5). Motion carried.

e. Resolution 2024-28: Approve Contractor for Stump Grinding

Motion to approve Resolution 2024-28 approving contractor for stump grinding at the intersection of Main Avenue and Howard Street as Dan Sherman Enterprises in the amount of \$300. Moved by Soukup, second by West. All Ayes (5). Motion carried.

f. Resolution 2024-29: Approve Contractor for Fire Engine 136 Repairs

Motion to approve Resolution 2024-29 approving contractor for Fire Engine 136 fuel pump and power steering repairs as MHC Kenworth in the amount of \$2,338.59. Moved by Boesenberg, second by Myers. All Ayes (5). Motion carried.



g. Discussion and possible action regarding Well 3 update

Discussion occurred regarding status of Well 3 including maintenance performed and pump/parts replaced following iron build-up as well as future maintenance and operational changes for all wells.

h. Resolution 2024-30: Approve Contractor for Maintenance on Well #2

Motion to approve Resolution 2024-23 approving contractor for maintenance on Well 2 as Northway Well and Pump Company in the amount not to exceed \$42,689.20. Moved by Myers, second by Soukup. All Ayes (5). Motion carried.

i. Discussion and possible action regarding reflective signs for dead-ends

Motion to purchase one reflective sign for the dead-end of Donald Drive on the west end. Moved by Myers, second by Trumm. All Ayes (5). Motion carried.

j. Discussion and possible action regarding Ordinance 69.07(4) – Parking Prohibited: Sidewalks

Discussion occurred regarding the nuisance of residents parking over sidewalks with the possibility of providing education and sending warning letters to offenders indicating any citation/penalty.

OLD BUSINESS:

a. Second Reading of Ordinance 2024-3: Amending the City of Alburnett Zoning Map

Motion to approve the second reading of Ordinance 2024-3 amending the City of Alburnett Zoning Map. Moved by Myers, second by Trumm. Roll call votes of Aye were Boesenberg, Myers, Soukup, Trumm, and West. There were no Nay votes. Motion carried.

b. Discussion and possible action regarding Fire Department Swimming Pool Filling Request policy

Motion to adopt the Fire Department Swimming Pool Filling Request policy as presented. Moved by Trumm, second by Soukup. All Ayes (5). Motion carried.



FINAL COMMENTS/DISCUSSION:

Trumm – Thanked Mack and commented that it's nice to have a good description of what was going on with the wells so Council knew.

Boesenberg – Thanked Mayor Sarazin for putting in extra hours.

Soukup – Thanked Mack and Mayor Sarazin for quick response to everything.

West – Apologized for being late. Was on a fire call.

Myers – Hopes the last third of the year goes smoothly. Thanked citizens for patience as we have worked through a lot of stuff this year.

Sarazin – Will be working on City Administrator job description to hopefully have it on September agenda to start hiring process.

The next regular City Council Meeting will be held on September 12, 2024 at 7:00 PM.

Motion to adjourn. Moved by Boesenberg, second by West. All Ayes (5). Motion carried. Meeting adjourned at 8:42 PM.
