



## NOTICE OF PUBLIC MEETING

City Council Meeting Minutes for Thursday, July 10, 2025, at 7:00 pm at City Hall, 120 N Main Ave, Alburnett, Iowa 52202.

The City Council of the City of Alburnett met in regular session, Thursday, June 12, 2025, 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, TJ West and Chris Myers were present.

**APPROVAL OF AGENDA:** Mayor Sarazin called for a motion to approve the agenda. Moved by Boesenberg, second by Trumm. All Ayes (5). Motion carried.

**SHERIFF'S REPORT:** Sheriff present. 27 calls for service. 43 hours met.

**PUBLIC HEARING FOR STATUS OF FUNDED ACTIVITIES FOR GENERATOR PROJECT:** Mayor called for a motion to open the Public Hearing. Moved by Myers, second by Soukup. All Ayes (5). Motion carried. Mayor opened the public hearing at 7:02 pm. The floor was turned over to Alyssa Comer, grant administrator with the East Central Iowa Council of Governments (ECICOG), to run the public hearing as a requirement for the grant. The purpose of this hearing is to consider the status of funded activities for the Alburnett generator project, as assisted by the Community Development Block Grant (CDBG) program (Contract #20-DRI-005).

As required for this hearing, it is noted that:

- a. For a general description of accomplishments to date, **a CDBG Disaster Recovery Generator Installation contract in the amount of \$100,000.00 was awarded to the City of Alburnett from the Iowa Economic Development Authority for the installation of a generator at the Fire Station/Wellhouse located at 405 Roosevelt St, with a release of funds issued on April 22, 2024. A pre-construction meeting was held on September 19, 2024, and construction began on December 9, 2024. Construction of the project was completed on May 21, 2025.**
- b. For a summary of funding of the activity and source of funds, and total funds spent thus far by source, **the total project cost is estimated at \$69,985.84. In addition to CDBG, the project is funded in part by a local match for \$35,000. Through July 2, 2025, a total of \$2,877.09 has been invoiced for project service delivery and newspaper publications. When invoiced for the project costs, the construction items will include materials and labor for gas piping and generator installation.**

- c. For a general description of remaining work, **project construction is complete. Remaining work on the project includes required monitoring and site visits conducted by the Iowa Economic Development Authority.**
- d. For a general description of changes made to the project budget, performance targets, activity schedules, project scope, location, objectives or beneficiaries, **no changes have been made.**

No written or verbal public comments were received. Motion to close the public hearing. Moved by Boesenberg, second by West. All Ayes (5). Motion carried. Public hearing closed at 7:06 pm.

#### CITIZEN COMMENTS:

- a. Agenda Items:  
None
- b. Non-Agenda Items:  
None

MAYOR'S REPORT: Mayor Sarazin provided brief updates on park project, drainage issue between Longworth Ave. and Willow St., and outstanding nuisance. Mayor also wanted to remind residents not to blow grass clippings into the streets.

#### COUNCIL COMMENTS:

Trumm – No comment.  
Boesenberg – No comment.  
West – No comment.  
Soukup – No comment.  
Myers – Thanks to Councilor Boesenberg for help trimming overhanging tree limbs.

#### WRITTEN REPORTS:

- a. Fire Department: Report submitted by Chief TJ West. Updates included Firehouse Subs grant application has been submitted, July 7 helicopter training recap and upcoming Simulation in Motion-Iowa (SIM-IA) training. Recommendation given by James Svoboda regarding an inspection schedule for fire trucks.
- b. Public Works: Report submitted by Mack Kleitsch. No additional updates.
- c. City Clerk/Treasury: Report submitted by Vikki Kula. FY25 review.

#### CONSENT AGENDA:

- a. Minutes from June 12, 2025 Council Meeting
- b. Claims



## CITY OF ALBURNETT

*CLAIMS REPORT: 06/13/25 - 07/10/25*

<i>VENDOR</i>	<i>REFERENCE</i>	<i>AMOUNT</i>
ABC	CITY GARBAGE	\$ 178.25
ALLIANT ENERGY	UTILITIES	\$ 3,116.93
CINTAS	AED CONTRACT	\$ 378.00
CLERKBOOKS, INC.	CONVERSION	\$ 3,840.00
FIRE SERVICE TRAINING BUREAU	FF1 - N. HAMILTON	\$ 50.00
GAZETTE	LEGAL NOTICES	\$ 205.29
GORDON FLESCH	PRINTER LEASE_7/15/25-8/14/25	\$ 136.12
GRAINGER	WELL 3 SENSOR	\$ 152.71
HAWKEYE ELECTRICAL	GENERATOR/WELL 3 LABOR	\$ 70,125.84
HAWKINS	CHLORINE CYLINDERS	\$ 30.00
HEIMAN FIRE EQUIPMENT	FIRE BOOTS	\$ 503.15
HR GREEN	ENG SERVICES - PARK	\$ 11,261.99
IOWA DNR	ANNUAL WATER FEE	\$ 73.38
IOWA DOR	WET/PAYROLL WH/SALES TAX	\$ 2,756.99
IOWA LEAGUE OF CITIES	ANNUAL DUES	\$ 809.00
IPERS	JUNE WAGE REPORT	\$ 1,202.08
JOHN DEERE FINANCIAL (THEISENS CHG)	MISC TOOLS	\$ 64.47
KENE SHOOP	AFFIDAVIT OPERATOR	\$ 1,000.00
LEC	WELL HOUSE COMMUNICATIONS/MTHLY PLAN	\$ 153.40
LINN COUNTY PLANNING & DEV.	RENTAL INSPECTIONS	\$ 760.00
LINN COUNTY SHERIFF	1Q26 SERVICES	\$ 5,850.00
LOWE'S	RECIP SAWS/BATTERIES	\$ 284.05
MACQUEEN	SCBA FLOW TESTING	\$ 1,105.00
MICROBAC	WATER TESTING	\$ 47.00
MSA	ENG SERVICES - LONGWORTH	\$ 1,541.50
SIMMONS PERRINE MOYER BERGMAN	COUNSEL	\$ 2,682.50
T&W GRINDING & COMPOST SVC	BRUSH PILE GRINDING	\$ 2,275.00
UMB BANK	AGENT FEE	\$ 250.00
US CELLULAR	CELLPHONES/PAD	\$ 336.82
US TREASURY	2Q25 FILING BALANCE	\$ 1,349.22
USA BLUEBOOK	TESTING SUPPLIES	\$ 169.40
USA COMMUNICATIONS	TELECOMMUNICATIONS/INTERNET	\$ 92.27
VISA	LODGING/TECH/PARTS	\$ 1,852.03
WELLMARK BC/BS OF IOWA	HEALTH/DENTAL PREMIUMS	\$ 1,891.56



WENDLING QUARRIES	RECYCLED ASPHALT	\$	242.42
WEX BANK	FUEL CARD	\$	393.61

<b>Accounts Payable Total</b>		<b>\$ 117,159.98</b>
Total Payroll Paid		\$5,916.88
<b>***** REPORT TOTAL *****</b>		<b>\$ 123,076.86</b>
GENERAL	\$19,615.63	
ROAD USE	\$2,004.02	
FIRE/COMMUNITY GF	\$2,871.57	
WATER	\$77,036.60	
SEWER	\$2,828.67	
STORM WATER	\$2,692.50	
DEBT SERVICE	\$0.00	
TIFF/LMI	\$0.00	
CAPITAL PROJECTS	\$10,110.99	
<b>***** FUNDS TOTAL *****</b>		<b>\$123,076.86</b>

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

**NEW BUSINESS:**

- a. REPRESENTATIVE CINDY GOLDING: Provided updates on new and upcoming legislation.
- b. SPECIAL EVENT PERMIT – ACDC BENEFIT DAY, AUG. 2, 2025: Motion to approve special event permit for ACDC Benefit Day. Moved by Soukup, second by Boesenberg. All Ayes (5). Motion carried.
- c. RESOLUTION 07-2025-01 APPROVING CONTRACTOR FOR PAVEMENT GRINDING SERVICES ON N. MAIN AVE: Motion to approve Kluesner Construction, Inc. as contractor for pavement grinding service in the amount not to exceed \$8,910.00. Moved by Trumm, second by Boesenberg. All Ayes (5). Motion carried.
- d. DISCUSSION ON SEWER MAIN BACKUP JUNE 14, 2025: No action needed.
- e. GIS CONTRACT RENEWAL – HR GREEN: Motion to approve GIS contract renewal with HR Green not to exceed the amount of \$5,000.00. Moved by Myers, second by Trumm. All Ayes (5). Motion carried.
- f. RESOLUTION 07-2025-03 APPROVING AND AWARDED COMPREHENSIVE PLAN SERVICES FOR THE CITY OF ALBURNETT: Motion to table Resolution 07-2025-03 to the next monthly meeting in August. Moved by Myers, second by Trumm. All Ayes (5). Motion carried.



OLD BUSINESS:

- a. SET PUBLIC HEARING FOR ZONING ORDINANCE CHANGE: Motion to set date of public hearing for zoning ordinance change for Aug. 14 at 7:00 pm. Moved by West, second by Myers. All Ayes (5). Motion carried.
- b. CINTAS RUG AGREEMENT: Motion to approve Cintas rug service agreement for the five-year term not to exceed the amount of \$1,100.00 annually. Moved by Boesenberg, second my Myers. All Ayes (5). Motion carried.
- c. RESOLUTION 07-2025-02 APPROVING STAFFING STRUCTURE CHANGES UPDATES FOR THE CITY OF ALBURNETT: Motion to approve Resolution 07-2025-02. Moved by Myers, second by Soukup. Roll call votes of Aye were Trumm, Boesenberg, Soukup, West and Myers. Motion carried.

FINAL COMMENTS:

Trumm – No comment.

Boesenberg – No comment.

Soukup – No comment.

West – No comment.

Myers – No comment.

The next regular City Council Meeting will be held on August 14, 2025, at 7:00 PM.

Motion to adjourn. Moved by Myers, second by Trumm. All Ayes (5). Motion carried. Meeting adjourned at 8:27 pm.

City Clerk

The CITY OF ALBURNETT is accepting proposals for planning services for a Comprehensive Plan.

Proposals need to be received before 5:00 pm on Monday, August 11, 2025, by the City of Alburnett, PO Box 326, Alburnett, IA, 52202 or emailed to [cityclerk@alburnettia.org](mailto:cityclerk@alburnettia.org). More information is available by contacting City Hall.

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