



## NOTICE OF PUBLIC MEETING

City Council Meeting Minutes for Thursday, May 9, 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, May 9, 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, TJ West, and Chris Myers were present.

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

**PUBLIC HEARING FOR FY25 PROPOSED BUDGET:** Motion to open the public hearing at 7:02 pm. Moved by Boesenberg, second by West. All Ayes (5). Motion carried. Mayor Sarazin verified proof of publication and provided an overview of the FY25 Budget. There were no comments or correspondence from the public. Motion to close the public hearing. Moved by Soukup, second by Trumm. All Ayes (5). Motion carried. Public hearing closed at 7:04 pm.

**SHERIFF'S REPORT:** Sheriff not present. 27 calls for service. 43 hours met.

### CITIZEN COMMENTS:

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

**MAYOR'S REPORT:** Thanked everyone for their patience and understanding during the staff transition.

### COUNCIL COMMENTS:

Trumm – No comment

Boesenberg – No comment

Soukup – No comment

West – No comment

Myers – Thanked the Mayor for putting in extra time and effort during the staff transition.

### WRITTEN REPORTS:



- a. Fire Department: Chief Hoover not present. 9 calls. Answered department member questions related to expenses, remaining budget, and City partnership.
- b. Public Works – Skidloader has been delivered to Housby for repairs. Lighted crosswalk signs have arrived.
- c. City Clerk – No report this month.
- d. Treasury – Reviewed Profit and Loss Report.

**CONSENT AGENDA:**

- a. Minutes from Apr. 11th Council Meeting
- b. Minutes from Apr. 15th Special Council Meeting
- c. Minutes from Apr. 22nd Special Council Meeting
- d. Minutes from Apr. 23rd Special Council Meeting
- e. Minutes from Apr. 29th Special Council Meeting
- f. Claims

<b>CITY OF ALBURNETT</b>		
<i>CLAIMS REPORT: 4/12/24-5/9/24</i>		
VENDOR	REFERENCE	AMOUNT
ABC	CITY GARBAGE	\$ 163.53
AUDITOR OF STATE	PERIODIC EXAM FEE	\$ 1,500.00
ALLIANT ENERGY	UTILITIES	\$ 2,802.70
CINTAS	AED CONTRACT	\$ 404.46
CLARK'S PHARMACY	FIRST AID SUPPLIES	\$ 78.69
DEPARTMENT OF TREASURY	PAYROLL: FED/FICA TAX/EFTPS	\$ 2,390.90
GORDON FLESCH	PRINTING	\$ 139.56
HAWKINS	CHEMICALS & CHLORINE CYLINDER	\$ 2,370.00
HAYEK, MORELAND, SMITH, BERGUS LLP	LAWYER FOR VACATING ALLEYWAY	\$ 7,512.50
HOLIDAY INN	IMFOA CONFERENCE	\$ 356.16
HR GREEN	GIS PROFESSIONAL SERVICES	\$ 80.00
IOWA PRISON INDUSTRIES	STREET SIGNS	\$ 664.20
IPERS	IPERS RETIREMENT	\$ 1,672.20
KENE SHOOP	AFFIDAVIT OPERATOR	\$ 2,000.00
KLUESNER CONSTRUCTION	STREET SWEEPING	\$ 1,181.50
MENARDS	SHOP SUPPLIES	\$ 96.57
MICROBAC	WATER TESTING	\$ 149.00
NETWORK COMPUTER SOLUTIONS	IT SUPPORT	\$ 87.50
OFFICE EXPRESS	OFFICE SUPPLIES	\$ 87.68
RALLY APPRAISAL	ALLEYWAY VACATION	\$ 1,800.00
SANDRY FIRE SUPPLY	EQUIPMENT	\$ 330.00
SIMMONS PERRINE MOYER BERGMAN	LAWYER FOR MUNICIPAL INFRACTIONS FEE	\$ 1,839.00
STAR EQUIPMENT	SKELETON BUCKET	\$ 1,595.00
SVOBODA EQUIPMENT REPAIR	FIRE APPARATUS REPAIR	\$ 2,118.22
THE GAZETTE	PUBLICATIONS	\$ 666.85
US CELLULAR	CELLPHONES/PAD	\$ 227.04
USA COMMUNICATIONS	TELECOMMUNICATIONS/INTERNET	\$ 98.02
VISA	TRAINING/SHOP SUPPLIES/TECH/WTREATMENT	\$ 1,157.17
WELLMARK BC/BS OF IOWA	HEALTH INS	\$ 1,528.13
WET	WATER EXCISE TAX	\$ 987.18
WEX BANK	FUEL CARD MONTHLY	\$ 527.56

Total Paid on 05/09/2024	
<b>Accounts Payable Total</b>	<b>\$ 36,611.32</b>
Total Payroll Paid	\$12,428.72
<b>***** REPORT TOTAL *****</b>	<b>\$ 49,040.04</b>
GENERAL	\$22,880.24
ROAD USE	\$3,507.30
FIRE/COMMUNITY GF	\$3,364.88
WATER	\$5,414.48
SEWER	\$1,444.42
STORM WATER	\$0.00
TIFF/LMI	\$0.00
<b>*****FUNDS TOTAL*****</b>	<b>\$49,040.04</b>



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

#### NEW BUSINESS:

a. Special Event Request: Town-Wide Garage Sale Food Trucks (May 31-June 1)

Motion to approve the Special Event Permit request by Jody Willet for food trucks during the Town-Wide Garage Sale on May 31<sup>st</sup> – June 1<sup>st</sup>. Moved by Myers, second by Boesenberg. All Ayes (5). Motion carried.

b. Resolution 2024-14: Approve FY25 Budget

Motion to approve Resolution 2024-14 approving the FY25 Budget. Moved by West, second by Soukup. All Ayes (5). Motion carried.

c. Resolution 2024-15: Roosevelt Street Parking Regulations

Motion to adopt Resolution 2024-15 to establish a “No Parking” zone on Roosevelt Street from Main Ave to city limits. Moved by Trumm, second by West. All Ayes (5). Motion carried.

d. Resolution 2024-16: Support for a Workforce Housing Tax Credit Program Application by Dan Sherman Enterprises, LLC.

Motion to approve Resolution 2024-16 in support of the Workforce Housing application by Dan Sherman Enterprises, LLC. Moved by Soukup, second by Trumm. All Ayes (5). Motion carried.

e. FY24 Annual Examination or Financial Audit

Motion to approve having the State Auditor perform an annual examination for FY24. Moved by Trumm, second by Boesenberg. All Ayes (5). Motion carried.

f. Dust Control at City Maintenance Shop

Motion to allocate up to \$800 for dust reducing product at City Maintenance discretion for dust control at City Maintenance shop. Moved by Myers, second by Trumm. All Ayes (5). Motion carried.

#### OLD BUSINESS:

a. Resolution 2024-8: Take Home Vehicle Policy for Full Time Employees



Motion to approve Resolution 2024-08 adopting a Take Home Vehicle policy for full-time employees. Moved by Boesenberg, second by West. All Ayes (5). Motion carried.

b. Hiring Update

Mayor Sarazin updated that the City Clerk/Treasurer vacancy has been posted at City Hall, the Post Office, in the newspaper, and on Indeed.

i. Resolution 2024-17: Hire Temporary City Hall Staff

Mayor Sarazin updated that the temporary City Hall Support staff position was posted at City Hall and the Post Office with one application received. Motion to approve Resolution 2024-17 to hire Eileen Chostner for temporary City Hall Support. Moved by Trumm, second by Myers. All Ayes (5). Motion carried.

FINAL COMMENTS/DISCUSSION:

Mayor Sarazin – No comment

Trumm – No comment

Boesenberg – Thanked the Mayor for leaning in at City Hall.

Soukup – No comment

West – No comment

Myers – No comment

The next regular City Council Meeting will be held on June 13, 2024 at 7:00 PM.

Motion to adjourn. Moved by West, second by Soukup. All Ayes (5). Motion carried. Meeting adjourned at 8:06 pm.

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The CITY OF ALBURNETT is accepting bids for a poured concrete sidewalk approach on the southwest corner of Roosevelt St and Main Ave and for curb repairs at the intersection of Howard St and Longworth Ave. Bids need to be received before 5 p.m. on June 7th to City of Alburnett, PO Box 326, Alburnett IA 52202 or emailed to [publicworks@alburnettia.org](mailto:publicworks@alburnettia.org).