

**CITY OF ALBURNETT**  
**OFFICE OF CITY CLERK**  
**ALBURNETT, IA 52202**

The Alburnett City Council met in regular session on **Thursday January 9, 2014** at the Alburnett City Hall. Mayor Boesenberg called the meeting to order at 7:00 PM with council members Wood, Titler, Gudenkauf, Trumm and Schantz present. Others present were Kevin Shoop, Becky Shoop, Dan Sherman, Chris Anderson, Matt Saur, Deputy LeMense, Guy Trimble and Matt Annis.

Motion to approve the agenda was moved by Schantz, second by Titler. Motion carried.

Sheriff's Report – There were 77.0 hours of service versus 43.3 contracted. The council informed the deputy that snowmobiles were traveling on sidewalks in town. The sheriff is to be notified when snowmobiles are in town so they will enforce the City Ordinance.

Fire Department Report – Chris Anderson reported there were six calls of service last month. One fire in the township, two EMS in the township, one mutual aid with Central City, one accident in the township and one medical call in the city. The fire station workshop was postponed due to weather. Matt Saur, MSA Professionals, will provide a list of dates when the architect will be available and a meeting will be re-scheduled.

Matt Saur, MSA Professionals, received several of the documents required from the developer so the council can now make an initial review of the application for expansion of Naylor's Third Addition.

Kevin Shoop, Public Works Tech from Walker presented a proposal concerning the operation, testing, and DNR reporting of the Alburnett Water and Wastewater Systems. Kevin proposed one visit per week to the water and wastewater plant, per DNR; prepare and submitting of required DNR reports once a month; he will be present for all DNR inspections; and he would also be willing to assist in any emergency situation. Motion to hire Kevin Shoop on a month-to-month basis at \$1,200.00 per month was moved by Schantz, second by Wood. Ayes – Schantz, Trumm, Gudenkauf, Titler, Wood. Nays -0. Motion carried.

Matt Annis expressed concerns about equipment parked on a lot adjacent to his that is zoned residential. Steps will be taken to rezone the lot. The adjacent property owner was at the meeting and agreed to move the equipment.

Motion to approve the consent agenda with the addition of invoices from Linn County Secondary Roads - \$80.48, Linn Co-Op - \$180.32, Marion Fire Department - \$20.00 and AgVantage FS - \$121.69 was moved by Wood, second by Titler. Motion carried.

**EXPENSES 12/01/2013-12/31/2013**

| <b>VENDOR</b>          | <b>REFERENCES</b> | <b>\$ TOTAL</b> |
|------------------------|-------------------|-----------------|
| Alliant Energy         | Utilities         | \$ 2,242.38     |
| Bankers Trust          | GO Bond Interest  | \$ 13,192.50    |
| Charles & Linda Naylor | TIF Payment       | \$ 8,500.00     |

|                                      |                                 |                    |
|--------------------------------------|---------------------------------|--------------------|
| Department of Treasury               | Fed/Fica Tax                    | \$ 2,875.12        |
| Farmers State Bank                   | Nov ACH Billing                 | \$ 8.00            |
| Gary Holsinger                       | Dec City Hall Rent              | \$ 560.00          |
| Hawkins, Inc                         | Cylinder Rent                   | \$ 20.00           |
| Iowa Finance Authority               | SRF Loan Interest               | \$ 12,150.00       |
| Iowa Freedom of Information          | Open Meetings Handbooks         | \$ 20.00           |
| Ipers                                | Ipers                           | \$ 1,523.93        |
| John Deere Credit                    | Skid Steer Qtrly Pmt            | \$ 2,603.05        |
| KC Supply                            | Grain Rescue Tube               | \$ 4,481.90        |
| Keystone Labs                        | Water/Wastewater Testing        | \$ 123.20          |
| Linn Co-Op                           | Vehicle Operation               | \$ 195.75          |
| Masters Auto                         | Vehicle Maintenance-Fire Trucks | \$ 519.88          |
| Menards                              | Repair Xmas Decorations         | \$ 90.85           |
| Meine Septic Tank Service            | Broken Clay Tile/Storm Sewer    | \$ 561.11          |
| North American Salt                  | Road Salt                       | \$ 1,523.93        |
| Office Express                       | Toner/Ink/Time Cards            | \$ 138.28          |
| Rex & Bev Naylor                     | TIF Payment                     | \$ 8,500.00        |
| Sharon Robertson                     | Mileage/Budget Meeting          | \$ 92.82           |
| Treasurer-State of Iowa              | Sales/State Tax                 | \$ 1,616.00        |
| URLated Website                      | Web Maintenance                 | \$ 75.00           |
| US Cellular                          | Maintenance Cell Phone          | \$ 146.33          |
| US Postmaster                        | Postage Utility Bills           | \$ 83.49           |
| USA Communications                   | Telecommunications              | \$ 226.10          |
| Visa                                 | Fuel                            | \$ 863.73          |
| Wellmark BC/BS                       | Health Insurance                | \$ 1,318.73        |
| Wending Quarries                     | Streets/Snow Removal            | \$ 244.58          |
| Payroll                              |                                 | <u>\$ 8,140.38</u> |
|                                      |                                 | \$ 72,650.51       |
| <b>REVENUE 12/01/2013-12/31/2013</b> |                                 |                    |
| General Fund                         |                                 | \$ 4,860.01        |
| Road Use Tax                         |                                 | \$ 5,303.35        |
| Employee Benefit                     |                                 | \$ 524.85          |
| Local Option Tax                     |                                 | \$ 7,301.61        |
| TIF Total                            |                                 | \$ 1,067.77        |
| Debt Service                         |                                 | \$ 1,174.18        |
| Water Total                          |                                 | \$ 14,560.73       |
| Sewer Total                          |                                 | \$ 6,103.23        |
| Storm Sewer Total                    |                                 | <u>\$ 417.81</u>   |
|                                      |                                 | \$ 41,313.54       |

The City Clerk was awarded a \$1,500.00 scholarship to attend the International Institute of Municipal Clerks Conference. The conference will be held in Milwaukee on May 17-22.

City Maintenance Report – Guy Trimble reported there was a leak in the chlorination system at both well houses. Well House #1 has been repaired and parts are here to repair well house #3. There was discussion on concreting an area in the pole shed for road salt and sand. All snow removal equipment has been working well.

Motion to appoint Sharon Robertson for City Clerk was moved by Wood, second by Trumm. Motion carried.

Mayor Boesenberg appointed Dave Wood as Mayor Pro Tem. Committee appointments are: Financial- Trumm and Wood, Personnel – Gudenkauf and Titler, Streets – Schantz and Trumm, Water & Sewer – Wood and Schantz. Motion that the Mayor would supervise the city clerk was moved by Wood, second by Trumm. Motion carried.

Motion to approve Resolution #01-2014-1, Linn Newsletter as official publications, was moved by Wood, second by Trumm. Motion carried.

Motion to adjourn at 8:20 PM was moved by Wood, second by Titler. Motion carried.

David Boesenberg, Mayor

Sharon Robertson, City Clerk/Treas