

## ALBURNETT CITY COUNCIL

### MINUTES OF THE MARCH 14TH, 2019 REGULAR MEETING

The City Council of the City of Alburnett, Iowa met in regular session, **Thursday, March 14th, 2019**, at 7:00 pm in City Hall with Mayor C. Charles McClintock presiding. Mayor McClintock called the meeting to order and made a change to the agenda, moving the Sheriff's Report to the top.

**Sherriff's Report:** Deputy Norman from Linn County Sheriff's office present to give report. Required hours of 43, 98.5 actual hours; 27 calls for service. No questions from council.

Following the Pledge of Allegiance, roll call was taken with the following council members present: Bethany Sarazin, Brian Mensen, Chester Schantz, Joe Trumm, Josh Henriksen. Also present were Jane Schantz, Janet Sargent, Verna Kuehl, Julie Hoover, Ron Hoover, Public Works Director Guy Trimble, Fire Chief Steve Graham, and City Clerk Danielle Brecht.

**Approval of Agenda:** Motion to approve the agenda as presented was moved by Sarazin, seconded by Trumm. All voted aye; motion carried.

**Public Hearing** for FY20 City of Alburnett Annual Budget was opened by Mayor McClintock at 7:04 pm. No written comments were submitted for the public hearing and no comments were made by the public. No comments in reference to the budget from council. The mayor thanked everyone for work on budget. There were no objections regarding FY20 City of Alburnett Annual Budget. Motion moved by Schantz to approve Resolution 03-2019-1 adopting the FY2020 City of Alburnett Annual Budget; seconded by Henriksen. Roll call vote taken; all voted aye. Resolution passed, **FY20 budget adopted**. Public Hearing closed at 7:07 pm.

**Mayor's Report:** Thank you to everyone involved in City Hall Open House – council members, public, city staff, fire chief and crew. Discussed appreciation for City Hall renovations.

#### **Council Reports:**

- Councilor Henriksen: Thanked community members for attending Open House. Thanks to fire department for great response on calls.
- Councilor Trumm: Nothing to add.
- Councilor Schantz: Thanked John Airy for time working for City; wished him luck on new endeavor.
- Councilor Sarazin: Thanked Ron Hoover for service with EMA and county 911 board; noted Hoover's recent resignation following 30 years of service representing Alburnett. Looking for alternates for committees on behalf of Alburnett. Councilor Sarazin was elected as secretary for executive 911 board. Councilor would like to begin working on a debris management plan for the city. Contact Councilor Sarazin for more information on EMA, 911 board and/or debris management plan.
- Councilor Mensen: Nothing to add.

Mayor acknowledged public works employee, John Airy, addressing a recent event in which Mr. Airy was contacted regarding a city emergency and had to miss an important event to which he had planned on attending. Gift card was presented to Mr. Airy on behalf of the Mayor and council to show appreciation for his dedication.

**Citizen Comments - Agenda items:** None

**Citizen Comments - Non-Agenda items:** None

**Written Reports:**

- **Fire Department:** Thanked Public Works Director for bringing sand out to a call when there were icy conditions. Councilor Schantz inquired about Fire Station open house to assist with fund raising efforts for the new station. Discussion proceeded.
- **Public Works:** Water tower leak has been fixed; caused by a minor issue. Roads in rough shape after winter. Mensen asked about pothole patching on Roosevelt; discussion followed.
- **City Clerk:** Will not be available for April council meeting as attending training conference.

**Consent Agenda:** No changes. Motion to approve consent agenda moved by Sarazin, seconded by Mensen. All voted aye; motion carried.

**New Business:**

- **Public Works Staffing Position:** Mayor acknowledged John Airy, part-time public works, regarding his recent resignation. The mayor expressed appreciation for his time and dedication to the city. The Public Works Director expressed appreciation for his work; noted that he will be hard to replace. Public Works Director will be point of contact on filling position; would like to see if we can find someone local by word of mouth. Councilor Sarazin requested a review regarding the number of hours needed for this position; possibly a more defined set of hours. Discussion followed.

**Old Business:**

- **New Fire Station:** Discussion of new fire station project took place. Mayor noted initial budgetary proposal for building structure is around \$650,000.00 with an estimated timeline of around 18-months. Motion moved by Sarazin to allow mayor to sign contract with MGA (Martin Gardener and Associates) for \$55,250.00 and MSA for \$19,600.00 to begin the fire station process, seconded by Trumm. Roll call vote taken. All voted aye, motion carried. Per Mayor, donations to be major source of project funding. Fundraising was formally kicked off with \$500.00 donation from the Mayor on behalf of the Mayor and council, which was received by Chief Graham. Mayor McClintock mentioned the recent news piece by KCRG regarding the project. Chief Graham discussed upcoming Fire Grill fundraising event on April 6th, from 4-7 at the Fire Station. Jane Schantz, clerk for Otter Creek Township, announced the township will make a \$50,000.00 donation at the beginning of the project and a \$50,000.00 donation at the completion of the project (applause ensued). Announcement of the [GoFundMe.com/AlburnettFireStation](https://www.gofundme.com/AlburnettFireStation) page, now up and running. Tax receipts are available as Alburnett Fire Fighter's Association is a non-profit. A small portion is deducted by GoFundMe for processing, so donations are requested to be made directly to the Fire Department or to the City, if possible. Checks should be made payable to Alburnett Fire Fighter's Association. The PO Box for the Fire Department is 328; the PO Box for the City is 326. Discussion of new fire station continued.

Motion to adjourn at 7:39 pm moved by Mensen, seconded by Trumm. All voted aye; motion carried.

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Danielle Brecht – City Clerk/Treasurer

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Charles C. McClintock, Mayor

**CITY OF ALBURNETT**

*TREASURER'S REPORT*

CALENDAR: 2/2019; FISCAL: 8/2019

<b>FUND</b>	<b>TITLE</b>	<b>LAST MONTH ON HAND</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>CHANGE IN LIABILITY</b>	<b>ENDING BALANCE</b>
001	GENERAL	\$ 218,036.40	\$ 2,060.68	\$ 13,753.68	\$ (43.42)	\$ 206,299.98
005	FIRE DEPARTMENT	\$ -	\$ -	\$ -	\$ -	\$ -
110	ROAD USE	\$ 139,222.85	\$ 7,276.80	\$ 3,980.53	\$ 2.44	\$ 142,521.56
111	I-JOBS	\$ -	\$ -	\$ -	\$ -	\$ -
112	EMPLOYEE BENEFITS	\$ (3,651.17)	\$ 10.12	\$ 1,157.08	\$ -	\$ (4,798.13)
119	EMERGENCY FUND	\$ 11,731.47	\$ 5.39	\$ -	\$ -	\$ 11,736.86
121	LOCAL OPTION	\$ 217,396.73	\$ 6,509.16	\$ -	\$ -	\$ 223,905.89
125	TIF	\$ 104,239.87	\$ -	\$ -	\$ -	\$ 104,239.87
200	DEBT SERVICE	\$ 49,471.88	\$ 35.83	\$ -	\$ -	\$ 49,507.71
301	CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -	\$ -
302	FIRE/COMMUNITY CENTER	\$ 123,104.29	\$ -	\$ -	\$ -	\$ 123,104.29
303	SOUTH SEWER PROJECT	\$ -	\$ -	\$ -	\$ -	\$ -
304	STREET PROJECT	\$ -	\$ -	\$ -	\$ -	\$ -
306	2010 I-JOBS GRANT	\$ (0.06)	\$ -	\$ -	\$ -	\$ (0.06)
308	SEWER LINING	\$ -	\$ -	\$ -	\$ -	\$ -
310	EQUIPMENT RESERVE	\$ 399,910.00	\$ -	\$ -	\$ -	\$ 399,910.00
600	WATER	\$ 222,935.18	\$ 13,535.86	\$ 6,350.59	\$ 4.84	\$ 230,125.29
610	SEWER	\$ 140,473.30	\$ 6,181.69	\$ 11,924.82	\$ 4.92	\$ 134,735.09
740	STORM WATER	\$ 50,397.91	\$ 644.45	\$ 3.00	\$ -	\$ 51,039.36
	<b>REPORT TOTAL</b>	<b>\$ 1,673,268.65</b>	<b>\$ 36,259.98</b>	<b>\$ 37,169.70</b>	<b>\$ (31.22)</b>	<b>\$ 1,672,327.71</b>

**CITY OF ALBURNETT***CLAIMS REPORT: 02/15/2019 - 03/14/2019*

CEDAR RAPIDS PUBLIC LIBRARY	LIBRARY CONTRACT SERVICE	\$ 1,378.08
DATA TECHNOLOGIES, INC	USER GROUP REG FEE	\$ 100.00
DAVE'S SERVICE	VEHICLE MAINTENANCE	\$ 70.00
DEPARTMENT OF TREASURY	PAYROLL - FED/FICA TAX	\$ 2,144.69
GARY HOLSINGER	MARCH RENT	\$ 725.00
HAWKINS, INC	CHLORINE CYLINDER	\$ 1,794.25
HIAWATHA PUBLIC LIBRARY	LIBRARY CONTRACT SERVICE	\$ 760.32
HOUTS CONSTRUCTION	LABOR - COUNTERTOP; DOOR JAM	\$ 150.00
IA DEPT NATURAL RESOURCES	PERMIT-NAYLOR SEWER EXT	\$ 100.00
IMWCA	WORKERS COMP INS - AUDIT ADJ	\$ 607.00
IOWA DEPARTMENT OF REVENUE	SALES TAX	\$ 28.00
IOWA DEPARTMENT OF REVENUE	WATER EXCISE TAX	\$ 811.80
IPERS	PAYROLL - IPERS	\$ 1,587.91
KEYSTONE LABS, INC	WATER/WASTEWATER TESTING	\$ 12.50
KIRKWOOD COMMUNTIY COLLEGE	BLS PROVIDER RENEWAL	\$ 49.00
LEAF	COPIER LEASE	\$ 22.50
LINN CO. SECONDARY ROAD	PERMIT - ROOSEVELT CULVERT	\$ 50.00
LINN CO-OP CO.	VEHICLE OPERATION	\$ 6.97
LINN NEWS LETTER	PUBLICATIONS	\$ 368.15
MARION PUBLIC LIBRARY	LIBRARY CONTRACT SERVICE	\$ 2,613.60
MIDWAY OUTDOOR EQUIPMENT	SPARK PLUG - SNOWBLOWER	\$ 59.92
MSA PROFESSIONAL SERVICES INC	ROOSEVELT CULVERT / NAYLOR SEWER	\$ 6,872.85
SIMMONS PERRINE MOYER BER	CITY ATTY FEES	\$ 222.00
TREASURER - STATE OF IOWA	PAYROLL - STATE TAX	\$ 346.00
US CELLULAR	CELL PHONE EXPENSE	\$ 241.71
USA COMMUNICATIONS	PHONE/INTERNET	\$ 165.26
VISA	CITY HALL FEB VISA EXP	\$ 128.23
VISA	PUBLIC WORKS FEB VISA EXP	\$ 2,446.52
WELLMARK BC/BS OF IOWA	HEALTH INS	\$ 1,844.88
WELTER STORAGE EQUIPMENT	STORAGE CABINET FOR CITY HALL	\$ 445.00
WENDLING QUARRIES, INC	SAND	\$ 610.70
WEX BANK	FUEL EXPENSE	\$ 877.38
PAYROLL CHECKS ON 3/01/2019		\$ 7,100.00
<b>TOTAL:</b>		<b>\$ 34,740.22</b>