

## ALBURNETT CITY COUNCIL

### MINUTES OF THE SEPTEMBER 12th, 2019 REGULAR CITY COUNCIL MEETING

The City Council of the City of Alburnett, Iowa met in regular session, **Thursday, September 12th, 2019**, at 7:00 pm in City Hall with Mayor McClintock presiding. McClintock called the meeting to order. Following the Pledge of Allegiance, roll call was taken with the following council members present: Bethany Sarazin, Brian Mensen, Chester Schantz and Joe Trumm. Absent was Council Member Josh Henriksen. Also present were Cameron Form (Asst. Fire Chief), Andrew Graham, Kent Wright, Keith Swallow, Guy Trimble (Public Works Director) and Danielle Brecht (City Clerk).

After roll call and the pledge of allegiance, the Mayor moved to the Sheriff's Report.

**Sheriff's Report:** Deputy Norman was present to give report. There were 43 required hours, 71.8 actual hours, and 29 calls for service. No questions/comments from council.

**Approval of Agenda:** No changes. **MOTION** to approve the agenda was moved by Schantz, seconded by Sarazin. All voted aye (4), nays (0); motion carried.

**Mayor's Report:** In lieu of his report, Mayor McClintock delivered a remembrance statement for the 9/11 Terrorist Attack on its 18<sup>th</sup> anniversary.

**Council Reports:** No council reports were given.

**Citizen Comments - Agenda items:** None

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

#### Written Reports:

- **Fire Department:** Report provided. Cameron Ford and Andrew Graham were present on behalf of the Fire Department. Fire Chief Steve Graham will be off duty for 6-10 weeks due to a personal injury. Cameron Ford will be acting Fire Chief during Graham's recovery.
- **Public Works:** Report provided. Trimble mentioned that cameras at the compost pile are up and running; signs for notice of camera are in process. Discussion took place about additional camera placement options and most economical option for line painting outside of town.
- **City Clerk:** Report provided. Discussion of building permit module progression.

**Consent Agenda:** Minutes from 8/8 and 8/22 council meetings, list of claims, Financials/Treasurer's Reports, Budget Report. Bill added for Linn County Solid Waste Agency of \$22.80. **MOTION** to approve consent agenda including bill added moved by Sarazin, seconded by Mensen. All voted aye (4), nays (0). Motion carried.

#### New Business:

- **Public hearing on proposal to enter into a General Obligation Fire Station Loan Agreement:** Mayor McClintock opened the public hearing at 7:19 pm. This being the time and place specified for taking action on the proposal to enter into a General Obligation Fire Station Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$1,200,000, the Clerk announced that no petition had been filed asking that the question of entering into the loan agreement be submitted to the registered voters of the City, and that the City Council may proceed with the authorization of the loan agreement. Whereupon, the Mayor called for any written or oral objections, and there being none, the Mayor declared the public hearing closed at 7:20 pm.

**Resolution 09-2019-02:** *Resolution taking additional action on proposal to enter into a General Obligation Fire Station Loan Agreement:* **WHEREAS**, the City of Alburnett (the "City"), in Linn County, State of Iowa, pursuant to the provisions of Sections 384.24A and 384.24.3(q) of the Code of Iowa, proposes to enter into a loan agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$1,200,000 for the purpose of paying the costs, to that extent, of undertaking an urban renewal project in the Alburnett Urban Renewal Area consisting of constructing and equipping a municipal fire station (the "Project"), and has published

notice of the proposed action and has held a hearing thereon, on September 12, 2019, and as of such date, no petition had been filed with the City asking that the question of entering into the Loan Agreement be submitted to the registered voters of the City; **NOW, THEREFORE**, Be It Resolved by the City Council of the City of Alburnett, Iowa, as follows: **Section 1.** The City Council hereby determines to enter into the Loan Agreement in the future and orders that General Obligation Fire Station bonds or notes be issued at such time, in evidence thereof. The City Council further declares that this resolution constitutes the “additional action” required by Section 384.24A of the Code of Iowa. **Section 2.** All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict. **Section 3.** This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

**MOTION** by Sarazin to approve Resolution 09-2019-02, seconded by Mensen. Roll call vote was taken with all present council members (4) voting aye, nays (0); (council member Henriksen absent during time of vote). Motion carried, resolution passed.

- **Discuss Previous Sidewalk Assessment Balances:** Discussion took place regarding unpaid balances from previous sidewalk assessments. **\*\*Council member Henriksen arrived at 7:24 pm\*\*** Council requested review of contracts signed by property owners and tabled item pending further review.
- **Consider Ordinance # 2019 – 3: An Ordinance Amending the Alburnett Municipal Code, Chapter 3, Section 3, Relating to the City Logo:** Mayor discussed new logo which City has displayed and provided notice of update to residents. Clerk stated no feedback on logo had been received. Discussion continued. Appreciation for the former logo and the work that went into the new logo were expressed. **MOTION** to move forward with the first reading of Ordinance # 2019-3 moved by Mensen seconded by Trumm. Roll call vote taken. All present council members (5) voted aye, nays (0), motion passed unanimously.
- **MOTION** to waive second and third/ final reading of Ordinance # 2019-3 moved by Sarazin seconded by Trumm. Roll call vote taken with all council members voting aye (5), nays (0). Motion passed unanimously.
- **Ordinance Review: Chapter 46, Animals:** Discussion regarding current ordinance and possible need to update.
- **Nuisance Abatement Process, Updates:** Property located at 239 N Main Ave was discussed. Previous motion allowed property owner until 9/12 to abate said nuisance discussed at previous council meeting. Property owner, Keith Swallow was present and spoke to council regarding property. **MOTION** to extend deadline for property owner to abate nuisance to October 1<sup>st</sup> with that being the final extension for abatement moved by Sarazin, seconded by Schantz. All voted aye (5), nays (0). Mayor requested property owner to cooperate on a weekly basis with the city to advise status of abatement process.
- **Resolution 09-2019-01: FY19 Street Financial Report:** Discussion of annual report occurred. **MOTION** moved by Sarazin to accept Resolution 09-2019-01: FY 19 Street Financial Report, seconded by Trumm. All voted aye (5), nays (0); motion carried.
- **Request from Linn Co-Op for street markings, no parking sign:** Discussion took place regarding request. Public Works Director to follow-up on ordinances relating to request and discussion with property owner near Co-Op relating to on-street parking.
- **Review Quote from Banacom for City Logo implementation:** Council discussed quote from Banacom relating to costs associated with new logo implementation. **MOTION** to accept quote from Banacom for \$1,968.00 as presented along with any other reasonable costs to implement new logo moved by Sarazin, seconded by Henriksen. All voted aye (5), nays (0); motion carried.
- **Review Agreement, Quote from Linn County for Rock Overlay on Old Quaas Road:** Discussion occurred relating to county doing rock overlay on Old Quaas Road. **MOTION** to approve agreement/quote moved by Schantz, seconded by Sarazin. All voted aye (5), nays (0); motion carried.

**Old Business:**

- **Naylor Sewer Ext, Roosevelt Culvert Replacement:** Update from Public Works Director - Sewer extension complete. Culvert complete, went well. Only thing left is grading in field next to culvert; easement in process.
- **North Street Overlay:** Project complete except waiting for rock shoulders from Kluesner.
- **Fire Station Project:** Financing portion handled by earlier agenda items. Public meeting next week on Wed, 9/18 at 6:30pm to give update to city and township.

**Motion to adjourn: MOTION** to adjourn moved by Mensen, seconded by Sarazin. All voted aye, nays (0); motion carried. Meeting adjourned at 8:25 pm.

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Danielle Brecht, City Clerk

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C. Charles McClintock, Mayor

**CITY OF ALBURNETT**  
**TREASURER'S REPORT**  
 CALENDAR: 8/2019; FISCAL: 2/2019

<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	\$ 193,537.33	\$ 43,080.45	\$ 21,299.93	\$ -	\$ 215,317.85
005	FIRE DEPARTMENT	\$ -	\$ -	\$ -	\$ -	\$ -
110	ROAD USE	\$ 116,567.12	\$ 9,725.03	\$ 4,396.12	\$ -	\$ 121,896.03
111	I-JOBS	\$ -	\$ -	\$ -	\$ -	\$ -
112	EMPLOYEE BENEFITS	\$ (6,137.52)	\$ 34.00	\$ 1,168.35	\$ -	\$ (7,271.87)
119	EMERGENCY FUND	\$ 8,509.27	\$ 12.85	\$ -	\$ -	\$ 8,522.12
121	LOCAL OPTION	\$ 234,018.53	\$ 7,312.13	\$ -	\$ -	\$ 241,330.66
125	TIF	\$ 87,158.24	\$ -	\$ -	\$ -	\$ 87,158.24
200	DEBT SERVICE	\$ 46,329.77	\$ 80.82	\$ -	\$ -	\$ 46,410.59
301	CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -	\$ -
302	FIRE/COMMUNITY CENTER	\$ 231,620.79	\$ -	\$ 3,920.00	\$ -	\$ 227,700.79
303	SOUTH SEWER PROJECT	\$ -	\$ -	\$ -	\$ -	\$ -
304	STREET PROJECT	\$ -	\$ -	\$ -	\$ -	\$ -
306	2010 I-JOBS GRANT	\$ (0.06)	\$ -	\$ -	\$ -	\$ (0.06)
308	SEWER LINING	\$ -	\$ -	\$ -	\$ -	\$ -
310	EQUIPMENT RESERVE	\$ 299,910.00	\$ -	\$ -	\$ -	\$ 299,910.00
600	WATER	\$ 201,703.21	\$ 16,622.22	\$ 8,995.66	\$ -	\$ 209,329.77
610	SEWER	\$ 135,525.06	\$ 7,857.05	\$ 7,064.10	\$ -	\$ 136,318.01
740	STORM WATER	\$ 46,147.90	\$ 653.36	\$ 125.00	\$ -	\$ 46,676.26
	<b>REPORT TOTAL</b>	<b>\$ 1,594,889.64</b>	<b>\$ 85,377.91</b>	<b>\$ 46,969.16</b>	<b>\$ -</b>	<b>\$ 1,633,298.39</b>

**CITY OF ALBURNETT**

*CLAIMS REPORT: 08/09/2019 - 09/12/2019*

ALLIANT ENGERY	UTILITIES	\$	2,711.11	10057691	9/12/2019
BARRON MOTOR SUPPLY	FILTER - FIRE TRUCK OIL CHANGE	\$	12.70	17461	9/12/2019
BATTERIES PLUS	BATTERIES FOR FIRE DEPT	\$	106.90	17462	9/12/2019
BROWN SUPPLY CO	CHLORINATOR FILTER (QTY 6)	\$	102.00	17463	9/12/2019
CITY OF MARION	JULY INSPECTIONS	\$	70.00	17464	9/12/2019
DEPARTMENT OF TREASURY	FED/FICA TAX - AUGUST WAGES	\$	2,589.00	10057690	9/1/2019
GARY HOLSINGER	SEPTEMBER RENT	\$	725.00	17465	9/12/2019
GAZETTE COMMUNICATIONS	NOTICE OF PUBLIC HEARING 9/12	\$	40.19	17466	9/12/2019
HANDLEY DIRT WORK	ROOSEVELT CULVERT REPLACEMENT	\$	69,289.65	17467	9/12/2019
HAYEK, MORELAND, SMITH & BERGUS	EASEMENT - ROOSEVELT CULVRT	\$	387.50	17468	9/12/2019
HYDRA-FAB	TRACTOR REPAIR	\$	64.90	17469	9/12/2019
IOWA DEPARTMENT OF REVENUE	SALES TAX	\$	34.29	10057696	8/30/2019
IOWA DEPARTMENT OF REVENUE	WATER EXCISE TAX	\$	858.26	10057697	8/30/2019
IPERS	IPERS - AUGUST WAGES	\$	1,761.44	10057687	9/1/2019
KEYSTONE LABS, INC	WATER/WASTEWATER TESTING	\$	268.50	17470	9/12/2019
KLUESNER CONSTRUCTION INC	NORTH STREET OVERLAY	\$	34,144.97	17471	9/12/2019
L.L. PELLING CO., INC.	STREET IMPROVE/REPAIRS	\$	2,372.80	17472	9/12/2019
LEAF	COPIER LEASE - AUGUST	\$	22.50	10057693	9/12/2019
LINN CO SHERIFF'S OFFICE	POLICE PROTECTION CONTRACT	\$	4,644.00	17473	9/12/2019
LINN CO SOLID WASTE	GARBAGE/RECYCLING	\$	22.30	added	-
LINN COUNTY TREASURER	PROP TAX - FINAL PYMT	\$	1,050.00	17474	9/12/2019
LINN FIREFIGHTER ASSOC	DUES FOR 2019	\$	25.00	17475	9/12/2019
MARTIN GARDNER ARCHITECTURE	FIRE STATION CONTRACT	\$	2,135.00	17476	9/12/2019
MIDWAY OUTDOOR EQUIPMENT	MOWER - BATTERY REPAIR	\$	374.03	17477	9/12/2019
MIDWEST WHEEL CO	FENDERS, BRACKETS FOR DUMP TRK	\$	653.63	17478	9/12/2019
MSA PROFESSIONAL SERVICES INC	FIRE STATION SITE DESIGN CONTRACT	\$	3,136.00	17479	9/12/2019
P & K MIDWEST	TRACTOR - OIL CHANGE SUPPLIES	\$	82.11	17480	9/12/2019
RATHJE CONSTRUCTION	WATER MAIN BREAK (06/2019)	\$	9,894.77	17481	9/12/2019
SANDRY FIRE SUPPLY, LLC	SCBA FLOW TESTING/SERVICE	\$	669.50	17482	9/12/2019
SHERWIN-WILLIAMS CO	PAINT FOR STREETS	\$	63.13	17483	9/12/2019
STANSBERRY ACCOUNTING	GOV'T ACCTING WORKSHOP-8/23/19	\$	75.00	17452	8/22/2019
T & W GRINDING	COMPOST SCREEN/GRINDING	\$	2,275.00	17484	9/12/2019
TREASURER - STATE OF IOWA	STATE TAX - AUGUST WAGES	\$	410.00	10057688	9/1/2019
US CELLULAR	CITY CELL PHONE, LIFT STATION	\$	218.32	17485	9/12/2019
USA COMMUNICATIONS	PHONE/INTERNET	\$	226.06	17486	9/12/2019
VISA	POSTAGE, TRAINING, NEWSLETTER	\$	784.37	10057698	9/12/2019
VISA	TRAINING, CAMERAS, SHOP SUPPLIES	\$	688.99	10057699	9/12/2019
WELLMARK BC/BS OF IOWA	EE HEALTH INSURANCE	\$	1,844.88	10057689	9/1/2019
WENDLING QUARRIES, INC	EROSION STONE, ROAD STONE	\$	1,247.41	17487	9/12/2019
WEX BANK	AUGUST FUEL PURCHASES	\$	521.02	10057692	9/12/2019
PAYROLL CHECKS ON 9/01/2019	AUGUST WAGES	\$	7,924.72		
		<b>TOTAL: \$</b>	<b>154,526.95</b>		