

COUNCIL PROCEEDINGS

- Regular City Council Meeting: Monday, April 6, 2020 (5:00 p.m.)
- Mayor/Council Present: Mayor J. May presiding; G. Haukoos, D. Seylar--2; via Zoom: J. Clark, A. Goebel*, R. Gage, G. Heckard, B. Carlin--5
- Council Absent: None--0
- Staff Present: via Zoom: J. Finn, G. VanLangen, L. Hevern--3; E. Burton, P. Clayton, B. Shatto--3
- Media Present: via Zoom: E. Funston (KILR), A. Petersen (EN)--2
- Others Present: via Zoom Nancy Clark--1

Minutes

Moved by Seylar, seconded by Clark to approve the minutes of the Mar. 16 & Mar. 24, 2020 council sessions. VOTE: ayes--6 absent: Goebel--1

Standing Committee Reports

There was no Finance Meeting on Apr. 2, 2020 due to the social distancing with the COVID-19 requirements. A memo was provided with items needing to be approved by council.

Moved by Haukoos, seconded by Carlin to approve the Finance Committee items provided in the memo, as follows: Demolition of 215 Park Road and 627 So. 10th St. to low bid from Michaelson, 2020 miscellaneous concrete repairs to low bid from Molacek Construction, purchase of a street sweeper from 2nd low bid from Elliott Equipment due to a more favorable delivery date and 2020 default mowing & debris cleanup low bid from Eugene Jensen. VOTE: ayes--6 absent: Goebel--1

Petitions and Communications

- a. Letter from Brinkman & Reed for Electric Compilation
- b. March Police on-Duty Log

Bills

Moved by Haukoos, seconded by Carlin to approve the bills for the month of Mar., 2020. VOTE: ayes--6 absent: Goebel--1

A & B Business Solutions, Inc.	Maint.	\$	154.28
Ace Hardware, Inc.	Supp.		1,198.76
Advanced Door Systems, Inc.	Svcs.		117.00
Advantage Archives, LLC	Svcs.		870.00
AED Superstore An Allied 1	Supp.		101.97
AFLAC Benefit Services	Ins.		1,088.79
AFSCME/Iowa Council 61	With.		474.00
Alibris, Inc.	Books		151.54
Alpha Wireless Communications	Pagers		3,132.00
Ameripride Linen & Uniform	Svcs.		40.00
Argus Leader Media	Subsc.		322.19
August Enterprises, LLC	Svcs.		1,000.00

Authorize.net	Svcs.	29.56
Baker & Taylor Books	Books	2,922.41
Bank Plus	With.	1,000.00
Bemis, Linda	Ref.	57.27
Botach, Inc.	Part	744.76
Brinkman & Reed CPA's, Inc.	Svcs.	4,000.00
CA SDU	Svcs.	358.14
Campus Cleaners & Launderer	Svcs.	19.50
Card Services	Supp.	7,305.30
Center Point Large Print	Books	218.10
CenturyLink	Acct.	540.07
Clayton, Andrew	Reimb.	378.65
Clayton, Penelope A.	Reimb.	50.00
Cogran Systems	Registration	17.50
Collection Services Center	Svcs.	811.92
Constellation NewEnergy	Acct.	7,354.48
Corn Belt Power Coop.	Power	1,035.08
Dahl, Kay	Grant	1,500.00
Danner, Cory	Reimb.	69.89
Debt Service Fund	Transfer	9,645.10
Demco, Inc.	Supp.	184.24
DGR Engineering	Svcs.	2,071.73
Dix Investments	Grant	5,000.00
Doty, Reno	Reimb.	269.58
Drain Pro of NW IA, LLC	Svcs.	190.00
EAGP	Pay.	50,472.50
ECCOG	Svcs.	21,452.99
ECCOG Recycling	Svcs.	500.00
Economic Development Fund	Transfer	177,734.26
Electric Emergency Fund	Transfer	19.41
Electric Fund	Transfer	7,833.33
Electronic Specialties, Inc.	Supp.	74.08
Elliott Equipment Co.	Part	382.70
Emmet County Auditor	Pay.	7,539.72
Emmet County Public Health	Svcs.	195.00
Emmet County Recorder	Svcs.	1.00
Enerson, David P.	Svcs.	1,237.50
Environmental Resource Assoc.	Supp.	105.17
Equipment Rev.-Enterprise	Transfer	13,632.93
Equipment Rev.-General	Transfer	22,039.16
Estherville Area Chamber	Payment	8,500.31
Estherville Aviation, Inc.	Fees	2,806.74
Estherville, City of	Acct.	44,055.39
Estherville Housing	Rent	100.00
Estherville Iron & Metal	Svcs.	266.00

Estherville News	Publication	\$	511.47
Estherville Paint & Glass	Supp.		41.99
Estherville Printing Co.	Svcs.		332.30
Eveleth, Mitchel	Reimb.		50.00
Fastenal	Supp.		1,172.70
Ferguson Waterworks	Equip.		9,118.94
Flexible Plastics, Inc.	Supp.		12,047.94
Foundation Analytical Laboratories	Svcs.		2,051.55
Garage Fund	Transfer		33,367.85
General Fund	Transfer		129,576.70
GPM	Svcs.		1,174.59
Hanson, Tena	Reimb.		8.54
Hash, Roger	Reimb.		664.40
Hawkins, Inc.	Supp.		4,043.79
HCC Life Insurance Company	Ins.		1,045.80
Hevern, Lyle	Reimb.		50.00
Hiway Truck Equipment	Freight		12.50
Holiday Inn Hotel & Suites	Rent		199.40
Hulstein Excavating, Inc.	Svcs.		13,217.13
Humboldt Engraving	Svcs.		30.00
Huntsinger, Marcia	Reimb.		6.96
Hy Vee, Inc.	Supp.		12.13
Inman Electric Co., Inc.	Trailer Rent		400.00
Iowa Assoc. Municipal Utilities	Svcs.		3,506.17
Iowa Dept. of Agriculture	Supp.		9.00
Iowa Fire Chiefs Assoc.	Dues		25.00
Iowa Lakes Comm. College	Power/Training		45,621.60
Iowa Lakes Electric Coop.	Power		238,335.00
Iowa Lakes Regional Water	Acct.		359.34
Iowa Public Employees	With.		29,199.88
Irby, Stuart C.	Parts		2,300.50
Jacobson-Westergard, Inc.	Svcs.		29,521.23
JCL Solutions-Spencer	Supp.		114.93
Johnston Autostores	Parts		3,359.25
Juergens, Cory Construction	Svcs.		25,827.50
Keltek, Inc.	Supp.		200.00
Larson, Nicholas	Reimb.		60.00
Law Enforcement Systems	Supp.		382.00
Lexisnexis Risk Solutions	Acct.		2.96
Locators & Supplies, Inc.	Supp.		1,551.84
M. E.'s Body Shop	Svcs.		286.41
MacQueen Equipment	Supp.		629.59
Malloy Industrial Services	Svcs.		1,211.27
Mangold Environ. Testing, Inc.	Svcs.		91.00
McCulley, Mason	Ref.		38.38

McDonald Roofing Co.	Svcs.	\$ 12,320.00
McGuinness, C. H. Co., Inc.	Part	405.12
Mediacom Business	Acct.	1,787.88
Menendez, Ronald	Svcs.	400.00
Merchant Services	Svcs.	2,446.71
Mid-American Research Chemicals	Svcs.	2,899.00
Midwest Breathing Air, LLC	Svcs.	572.61
Molacek, Madison	Ref.	61.10
More, Sara	Ref.	112.63
Morisch, Bryan	Reimb.	64.60
Motor Inn of Spirit Lake	Svcs.	440.21
Municipal Fire & Police Retirement	With.	18,444.11
Napa Auto Parts	Parts/Supp.	693.99
Nationwide Retirement Solutions	With.	3,010.00
North Central Laboratories	Supp.	741.72
North Iowa Lumber & Design	Supp.	104.79
NorthStar Agency	Ins.	340.00
NorthStar Bank	Svcs.	47,792.37
Nuway - K&H Cooperative	Supp.	297.50
One Office Solution	Supp.	521.86
On-Target	Fees	650.00
Pelzer Law Firm, LLC	Svcs.	2,204.50
Plumb Supply Company	Supp.	737.81
Presto-x	Svcs.	243.00
Pro Cooperative Cardtrol	Gas/Fuel	14,698.84
Recorded Books, LLC	Books	323.65
Regional Transit Authority	Pay.	1,875.00
Regional Wellness Center	With.	546.35
Riverside Hills Boarding	Svcs.	25.00
Roos, Connor	Reimb.	119.90
S & R Auto & Tire, Inc.	Supp.	2,398.81
S & S Backhoe	Svcs.	1,207.50
Schmitz, Ian	Reimb.	62.90
Scholz, Harold K.	Svcs.	12,137.00
Sheltren's Service	Ref.	380.12
Spee Dee Delivery Service	Svcs.	134.42
Stalls Farm & Home Dist., Inc.	Supp.	1,801.92
Standard, The	Ins.	543.96
Staples Credit Plan	Supp.	784.50
State Hygienic Lab-Univ. of	Svcs.	19.50
Step Saver, Inc.	Salt	26,200.00
Stith, Justin	Ref.	49.71
Storey Kenworthy	Supp.	729.54
Streicher's, Inc.	Supp.	202.39
T & R Electric Supply Co.	Svcs.	330.70

Todd, Michael & Co., Inc.	Supp.	\$ 370.73
Treasurer, State of Iowa	Taxes	25,203.00
U. S. Post Office	Postage	1,060.44
United States Replica, The	Svcs.	1,479.00
Unitypoint Clinic-Occ. Med.	Svcs.	42.00
USA Bluebook	Supp.	52.95
VanLangen, Greg	Reimb.	50.00
Verizon Wireless	Acct.	935.08
Wastewater Admin.	Transfer	11,281.25
Wastewater Fund	Transfer	7,500.00
Watch Guard Video	Supp.	72.00
Wellmark Blue Cross/Blue Shield	Ins.	67,500.00
Werts Janitorial	Svcs.	30.00
Wesco Receivables Corp.	Supp.	4,244.85
Westech, Inc.	Svcs.	785.00
Wheeler World, Inc.	Svcs.	1,521.50
Whitacre, Lynn	Ref.	1,032.00
Winge, Joseph	Ref.	145.37
Young's Carpet Care	Svcs.	660.00
		<u>660.00</u>
		\$1,306,484.85

Disbursements by Fund

Airport \$5,727.30; Airport Parallel Taxiway \$1,878.72; Econ. Dev. Rev. \$50,472.50; Elect. Fund \$474,343.90; Elect. Aerial \$1,032.00; Elect. Emerg. \$177,734.26; FICA & IPERS \$16,302.30; Garage Fund \$20,915.07; General Fund \$181,824.18; Group Ins. \$673.96; Ind. Park \$5,942.77; L.O.S.T. Fund \$19,313.12; L.O.S.T. Rev. Fund \$2,514.98; Oakridge \$19.41; Parks & Rec Constr. \$33,108.00; Police Ret. \$13,316.22; Road Use Tax \$34,591.56; Self-Funded Ins. \$68,545.80; WWT Fund \$98,907.20; WWT Constr. \$2,071.73; Water Fund \$97,249.87; TOTAL \$1,306,484.85

Receipts

Airport \$37,400.00; Debt Svc. \$9,645.10; Econ. Dev. \$127,734.26; Elect. \$707,158.15; Elect. Aerial Svc. \$131.04; Elect. Emerg. \$19.41; Equip. Rev.-Ent. \$13,632.93; Equip. Rev.-Gen. \$22,039.16; Garage \$33,367.85; General \$209,835.92; Parks & Rec Rev. \$896.38; Police Misc. \$720.00; Self-Funded Ind. \$48,912.12; WWT Fund \$218,704.23; WWT Sinking Fund \$11,281.25; Water Fund \$170,495.86; TOTAL \$1,611,973.66

Approval of Liquor License

Moved by Seylar, seconded by Clark to approve a Class B Native Wine Permit for Brey's on Seventh at 18 No. 7th St. VOTE: ayes--6 absent: Goebel--1

*Goebel joins council meeting via Zoom.

Resolution No. 2223
Urban Revitalization Plan Amendment

Mayor May opened the public hearing on the amendment to the City's Urban Renewal Plan. Administrator Clayton updated the council on the renewal plan which amends the multi-residential property tax abatement benefits to a 100% exemption for 10 years. No written or oral objections were heard, and the public hearing was closed.

Seylar introduced Resolution No. 2223 entitled "RESOLUTION ADOPTING THE 2020 AMENDMENT TO THE ESTHERVILLE URBAN REVITALIZATION AREA PLAN" and moved its adoption, which was seconded by Carlin. VOTE: ayes: Seylar, Carlin, Haukoos, Clark, Goebel, Gage, Heckard--7

Resolution No. 2224
Resolution of Necessity
2020 Curb & Gutter Improvements

Mayor May opened the public hearing on resolution of necessity of the 2020 Curb & Gutter Improvements Project. Administrator Clayton presented information on the Curb & Gutter Improvements Project. No written or oral objections were heard, and the public hearing was closed.

Haukoos introduced Resolution No. 2224 entitled "FINAL RESOLUTION OF NECESSITY FOR THE 2020 CURB/GUTTER IMPROVEMENTS PROJECT IN THE CITY OF ESTHERVILLE, IOWA" and moved its adoption, which was seconded by Seylar. VOTE: ayes: Haukoos, Clark, Goebel, Gage, Heckard, Seylar, Carlin--7

Resolution No. 2225
2020 Curb & Gutter Project

Mayor May opened the public hearing on the proposed plans and specifications and form of contract for the project. No written or oral objections were heard, and the public hearing was closed.

Goebel introduced Resolution No. 2225 entitled "RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND FORM OF CONTRACT FOR THE 2020 CURB & GUTTER IMPROVEMENTS PROJECT IN THE CITY OF ESTHERVILLE, IOWA" and moved its adoption, which was seconded by Gage. VOTE: ayes: Goebel, Gage, Heckard, Seylar, Carlin, Haukoos, Clark--7

Central Avenue Bridge
Improvements Project

Administrator Clayton presented Change Order #3 in the amount of \$16,078.38 to Midstates Builders, Inc. for additional work related to the Central Avenue Bridge Improvements Project for approval.

Moved by Seylar, seconded by Goebel to approve Change Order #3 in the amount of \$16,078.38 to Midstates Builders, Inc. VOTE: ayes--7

Resolution No. 2226
FY 2019-20 Budget

City Clerk Burton provided information regarding the proposed amendment of the fiscal year 2019-20 Budget.

Carlin introduced Resolution No. 2226 entitled “RESOLUTION TO PROVIDE FOR NOTICE OF HEARING ON PROPOSED AMENDMENT OF BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2020 FOR THE CITY OF ESTHERVILLE, IOWA” and moved its adoption, which was seconded by Clark. (This resolution sets May 4, 2020 at 5:00 p.m. in the Council Chambers as the time and place for the public hearing.) VOTE: ayes: Carlin, Haukoos, Clark, Goebel, Gage, Heckard, Seylar--7

Commercial Property Tax Exemption

Administrator Clayton presented information on the application for property tax exemption for the following property:

Commercial

a. CSP, LLC 2203 Murray Road

Moved by Seylar, seconded by Clark to approve the request for partial property tax exemption for the above Commercial property under the City’s Urban Revitalization Plan. VOTE: ayes--7

Street Closing Request

A written request to close the 600 Block of 1st Ave. No., closing the 10 block of No. 7th St., and parking spaces on the west and east sides of Library Square for the Relay for Life Event on Fri., June 5 was presented.

Moved by Goebel, seconded by Seylar to approve the closing of the 600 Block of 1st Ave. No., 10 block of No. 7th St., and parking spaces on the west and east sides of Library Square for the Relay for Life Event on Fri., June 5 providing the parking spaces on either the west or east sides of Library Square are not blocked until after 3:00 p.m. This will be contingent on the Governor’s Proclamation during that time period. VOTE: ayes--7

Council Appointments

Mayor May announced the appointments of David Welch to the Parks & Rec Board for a term to March 2023 and Gary Myers to the Parks & Rec Board for a term to March 2021; the reappointment of Bob Jensen and Laurel Hash to the Parks & Rec Board to March 2023; the reappointment of Steve Woodley and Jack Schoon to the Planning & Zoning Commission to April 2025; the reappointment of Steve Danielson to the Cable Commission to May 2025; and the reappointment of Becki Hall to the Civil Service Commission to April 2026.

Moved by Haukoos, seconded by Seylar to approve the mayor’s appointments and reappointments. VOTE: ayes--7

Resolution Nos. 2227 & 2228

2020 Estherville Airport

Parallel Taxiway Project

City Clerk Burton provided information on the 2020 Estherville Airport Parallel Taxiway Project.

Resolution No. 2227: Gage introduced Resolution No. 2227 entitled “RESOLUTION TO PROVIDE FOR NOTICE OF HEARING ON PROPOSED PLANS AND SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COST FOR THE ESTHERVILLE AIRPORT PARALLEL TAXIWAY PROJECT FOR THE CITY OF ESTHERVILLE, IOWA” and moved its adoption, which was seconded by Heckard. (This resolution sets May 4, 2020 at 5:00 p.m.

in the Council Chambers as the time and place for the public hearing). VOTE: ayes: Gage, Heckard, Seylar, Carlin, Haukoos, Clark, Goebel--7

Resolution No. 2228: Gage introduced Resolution No. 2228 entitled “RESOLUTION TO PROVIDE FOR THE TAKING OF BIDS FOR THE ESTHERVILLE AIRPORT PARALLEL TAXIWAY PROJECT FOR THE CITY OF ESTHERVILLE, IOWA” and moved its adoption, which was seconded by Heckard. (This resolution sets Apr. 23, 2020 at 3:00 p.m. for the bid opening.) VOTE: ayes: Gage, Heckard, Seylar, Carlin, Haukoos, Clark, Goebel--7

Resolution No. 2229
FEMA Designation of
Authorization Representatives

Administrator Clayton presented information on an application for FEMA and Iowa Homeland Security Emergency Management Division for assistance in recovery from the COVID-19 pandemic. A proposed resolution for designation of authorized representative was also presented for approval.

Seylar introduced Resolution No. 2229 entitled “RESOLUTION PROVIDING FOR DESIGNATION OF AUTHORIZED REPRESENTATIVE TO FEMA AND IOWA HOMELAND SECURITY” and moved its adoption, which was seconded by Goebel. (This resolution designates Penny Clayton as authorized representative and Elizabeth Burton as the designated Chief Financial Officer.) VOTE: ayes: Seylar, Carlin, Haukoos, Clark, Goebel, Gage, Heckard--7

Code Compliance Software

Administrator Clayton presented a software program for code compliance, rental housing, etc. from iWorQ Systems. Two other software systems were explored. This software will increase productivity and efficiency.

Moved by Haukoos, seconded by Carlin to approve purchasing the iWorQ Systems software. VOTE: ayes--7

Updates

- a. 700 Central Ave. work is moving along.
- b. Trail work to begin Apr. 20 weather permitting.
- c. Dog Park Fencing will begin in early May, weather permitting.
- d. Youth Center

Adjournment

Moved by Clark, seconded by Seylar to adjourn the meeting at 5:57 p.m. VOTE: ayes--7

Joseph M. May, Mayor

ATTEST:

Elizabeth Burton, City Clerk