

COUNCIL PROCEEDINGS

Regular City Council Meeting: Monday, September 8, 2020 (5:00 p.m.)

Mayor/Council Present: Mayor J. May presiding--1; G. Haukoos, A. Goebel, R. Gage, G. Heckard, D. Seylar, B. Carlin--6; via Zoom: J. Clark--1

Council Absent: None--0

Staff Present: via Zoom: J. Finn, L. Hevern--2; G. Van Langen, E. Burton, P. Clayton, B. Shatto--4

Media Present: via Zoom: E. Funston (KILR), A. Petersen** (EN), (KICD)--3

Others Present: Shannon Edwards, Joan Heckard, Laurel Hash, Lexie Ruter*--4; via Zoom: Bill Jensen***--1

Minutes

Moved by Seylar, seconded by Heckard to approve the minutes of the Aug. 17, 2020 council sessions. VOTE: ayes--6 abstain: Clark--1

Standing Committee Reports

- a. Streets & Alleys Committee Minutes - Aug. 17
- b. Excel! Estherville Oversight Committee Minutes - Aug. 20
- c. Finance Committee Minutes - Sept. 3

Petitions and Communications

- a. Letter & Report from Kiley Miller - Iowa Lakes Corridor

*Lexie Ruter arrives.

Reports

Moved by Haukoos, seconded by Gage to approve the Financial Statement and Investment by Fund reports for the month of July, 2020. VOTES: ayes--7

Bills

Moved by Haukoos, seconded by Carlin to approve the bills for the month of Aug., 2020. VOTE: ayes--7

Access Systems	Maint.	\$	503.35
AFLAC Benefit Services	Ins.		1,254.39
AFSCME/Iowa Council 61	With.		434.50
Alibris, Inc.	Books		37.11
Alpha Wireless Communications	Svcs.		1,119.41
Ameripride Linen & Uniform	Svcs.		40.00
Amy's Sign Design	Svcs.		12.00
Armstrong Journal	Subsc.		30.00
Asmus Farm Supply, Inc.	Supp.		349.76
AT&T Mobility	Acct.		184.19
Avera Holy Family Health	Svcs.		320.22
Bank Plus	With.		1,000.00

Black Hills Energy	Acct.	\$	1,671.20
Blacktop Service Company	Supp.		1,693.60
Bolton & Menk, Inc.	Svcs.		1,832.50
Bomgaars Supply	Supp.		209.49
Border States Industries, Inc.	Supp.		5,463.21
Budach, Paul	Reimb.		150.00
Carroll Construction Supply	Supp.		966.00
CenturyLink	Acct.		282.10
Collection Services Center	Svcs.		811.92
Corn Belt Power Coop.	Power		1,035.08
Debt Service Fund	Transfer		27,023.09
Duarte, Rosaura	Ref.		98.89
Duperon Corporation	Supp.		781.80
EAGP	Pay.		374.67
ECCOG	Svcs.		25,107.96
ECCOG Recycling	Svcs.		500.00
Electric Fund	Transfer		7,833.33
Electric Pump, Inc.	Part/Svc. Agrmt.		1,672.90
Emmet County Auditor	Pay.		8,198.20
Emmet County Public Health	Svcs.		65.00
Emmet County Recorder	Svcs.		41.00
Equipment Rev.-Enterprise	Transfer		13,632.93
Equipment Rev.-General	Transfer		22,039.16
Ess Brothers & Sons, Inc.	Supp.		13,450.00
Esteves, Giovanni	Ref.		56.33
Estherville Abstract Co.	Svcs.		250.00
Estherville, City of	Acct./Ins.		37,690.78
Estherville Iron & Metal Co.	Svcs.		283.50
Estherville News	Publication		844.17
Evans, Zachary	Ref.		83.43
Expertpay	Svcs.		358.14
Fareway Stores	Supp.		40.77
Fastenal	Supp.		585.47
Ferguson Waterworks	Equip.		1,617.91
Flexible Plastics, Inc.	Supp.		5,874.12
Forsyth Law Office	Svcs.		1,423.20
Foundation Analytical Laboratories	Svcs.		1,206.00
Garage Fund	Transfer		38,740.01
General Fund	Transfer		134,642.97
General Traffic Controls, Inc.	Part		29.40
Hash, Roger	Reimb.		384.86
Hawkins, Inc.	Supp.		7,788.83
Hy Vee, Inc.	Supp.		9.99
Inman Electric Co., Inc.	Svcs.		219.60
Iowa Department of Natural Resources	Annual Fee		1,975.00

Iowa DNR/Operator Certificate	Permit Fee	\$ 350.00
Iowa Great Lakes Doors	Svcs.	253.66
Iowa Lakes Comm. College	Power	30,619.26
Iowa Lakes Electric Coop.	Power	389,391.00
Iowa Law Enforcement Academy	Fee	32.00
Iowa One Call, Inc.	Svcs.	108.40
Iowa Prison Industries	Supp.	1,062.90
Iowa Public Employees	With.	31,840.77
Irby, Stuart C. Co.	Parts	1,832.27
J & J Trailer Sales & Weld	Svcs.	441.52
Jack's Uniforms & Equipment	Supp.	116.09
Jacobson-Westergard, Inc.	Svcs.	15,242.95
JCL Solutions-Spencer	Supp.	110.89
Jensen, Eugene	Svcs.	200.00
John Deere Financial	Parts	2,418.09
Johnston Autostores	Parts	1,090.32
Keltek, Inc.	Svcs.	345.32
KILR Radio Station	Svcs.	109.00
Knopik Sand & Gravel, Inc.	Supp.	350.64
Lexisnexis Risk Solutions	Acct.	2.96
M. E.'s Body Shop	Svcs.	816.28
Madison National Life Insurance	Ins.	972.05
Mangold Environ. Testing, Inc.	Svcs.	91.00
McMaster-Carr	Part	52.29
Mediacom Business	Acct.	1,465.80
Menards - Spencer	Supp.	119.00
Mid-American Research Chemicals	Supp.	852.84
Midwest Fire Equipment	Svcs.	1,251.68
Midwest Municipal Transmission	Dues	908.50
Midwest Technology Service	Supp.	122.90
Motor Inn of Spirit Lake	Police Car	34,892.00
Municipal Fire & Police Retirement	With.	18,657.90
Municipal Supply, Inc.	Parts	5,597.68
Napa Auto Parts	Supp.	428.51
Nationwide Retirement Solutions	With.	3,070.00
North Central Laboratories	Supp.	1,464.62
North Iowa Lumber & Design	Supp.	190.87
NorthStar Agency	Ins.	329.00
NorthStar Bank	Bonds	51,863.72
Perez Ramirez, Georgina Andrea	Ref.	120.02
Poyzer, Alan/Connie	Ref.	171.58
Presto-X	Svcs.	162.00
Pro Cooperative Cardtrol	Fuel	330.00
Quill Corporation	Supp.	201.92
Regional Wellness Center	With.	466.16

Resco	Supp.	\$	15,260.34
Ringsted Dispatch	Subsc.		30.00
Rockmount Research & Alloy	Svcs.		964.49
S & R Auto & Tire, Inc.	Svcs.		2,732.96
Schilling, Jay	Reimb.		189.37
Segura, Javier	Ref.		46.79
Sheldon Power & Equipment	Svcs.		1,696.94
Smith, Frank Law Office	Svcs.		72.00
Spee Dee Delivery Service	Svcs.		86.60
Stalls Farm & Home Dist., Inc.	Supp.		37.97
Standard, The	Ins.		250.48
Staples Credit Plan	Supp.		346.51
Starnet - River Valley Telephone	Acct.		89.90
State Hygienic Lab-Univ. of	Svcs.		19.50
Step Saver, Inc.	Supp.		32,750.00
Storey Kenworthy/Matt Parriott	Supp.		1,778.24
Swift Air Corp.	Maint. Agrmt.		3,687.00
Texas Refinery Corp.	Supp.		623.38
Tieszen, Maury	Reimb.		68.85
TIF #4 - Oakridge	Transfer		15.95
Treasurer, State of Iowa	Taxes		34,005.00
Tyler Technologies, Inc.	License/Maint Fees		4,493.60
U. S. Postal Service	Postage		718.09
Unitypoint Clinic-Occ. Med	Svcs.		252.00
Upper Des Moines Opportunity	Svcs.		500.00
USA Bluebook	Supp.		624.64
Valley Contracting, Inc.	Storage Rental		200.00
Verizon Wireless	Acct.		39.40
Vermeer Sales & Service, Inc.	Parts		356.00
Vessco, Inc.	Parts		613.08
Vogel Paint & Wax, Inc.	Paint		280.70
Wages/Salaries	Wages/Salaries		178,818.30
Wastewater Admin.	Transfer		11,608.33
Wastewater Fund	Transfer		7,500.00
Wellmark Blue Cross/Blue Shield	Ins.		67,500.00
Werts Janitorial	Svcs.		30.00
Wesco Receivables Corp.	Parts/Supp.		52,648.40
Western Area Power Admin.	Power		31,206.11
Woodworkers Shop, The	Svcs.		7,855.00
Ziegler, Inc.	Parts		77.81
	TOTAL		<u>\$ 1,434,913.53</u>

Disbursements by Fund

Airport \$2,129.66; Airport Parallel Taxiway \$1,832.50; Econ. Dev. Rev. \$374.67; Elect. Fund \$673,042.13; Equip. Rev.-Gen. \$35,376.41; FICA & IPERS \$18,032.25; Garage Fund \$11,858.80; General Fund \$167,973.89; Group Ins. \$821.25; L.O.S.T. Fund \$10,158.33; L.O.S.T. Rev. Fund \$1,673.20; Oakridge \$15.95; Parks & Rec Constr. \$6,886.30; Police Ret. \$13,605.03; Road Use Tax \$27,062.05; Self-Funded Ins. \$67,500.00; Subdv. Dev. \$350.00; WWT Fund \$100,999.09; Water Fund \$116,403.72; TOTAL \$1,256,095.23

Receipts

Airport \$1,289.37; Debt Svc. \$28,256.57; Elect. \$746,243.67; Elect. Aerial Svc. \$60.00; Emerg. Levy \$219.98; Equip. Rev.-Ent. \$13,632.93; Equip. Rev.-Gen. \$22,039.16; FICA & IPERS \$1,369.73; Garage \$38,740.01; General \$215,831.97; Group Ins. \$2,453.48; Ind. Park \$2,306.17; Oakridge \$2.18; Parks & Rec Rev. \$5,000.00; Police Ret. \$864.83; Pool Proj. \$46,375.00; Road Use Tax \$67,299.00; Self-Funded Ind. \$67,120.88; WWT Fund \$196,724.98 WWT Sinking \$11,608.33; Water Fund \$177,175.62; TOTAL \$1,644,613.86

Pay Estimates #5 & #6 - Final Central Avenue Bridge Project

The Council was presented with the engineer's statement of final completion and pay estimate #5 in the amount of \$5,346.60, and the final pay estimate in the amount of \$9,653.92 to Midstates Builders for the Central Avenue Bridge Project.

Moved by Seylar, seconded by Goebel to accept the project and approve pay estimate #5 and the final pay estimate #6 to Midstates Builders for the Central Avenue Bridge Project. VOTE: ayes--7

Pay Estimate #6 2020 PCC Trail Improvements Project

Pay Estimate #6 for the amount of \$334.14 from Howrey Construction for the PCC Trail Improvements Project TAP-U-2417(607)--8I-32 was presented for approval.

Moved by Seylar, seconded by Heckard to approve Pay Estimate #6 in the amount of \$334.14 to Howrey Construction. VOTE: ayes--7

**Bill Jensen & Amy Petersen join in via Zoom.

Pay Estimate #4 - Final 2019 Street Improvements Project - Section 1

The Council was presented with the engineer's statement of final completion and pay estimate #4 for the amount of \$17,126.45 from Blacktop Service Co. for the 2019 Street Improvements Project - Section 1 for approval.

Moved by Seylar, seconded by Gage to accept the project and approve final pay estimate #4 to Blacktop Service Co. VOTE: ayes--7

Commercial Building Standards Variance Request

A variance request from Commercial Building Standards submitted by Jason & Shannon Edwards for property located at 24 So. 6th St. was presented. They have already started framing, insulating and installing black steel siding on the east side of the building, which is visible from 1st Ave. So. This plan was not included in the initial plan submission and that approval by Council is needed for this type of wall covering to be utilized.

Moved by Carlin, seconded by Heckard to approve the black steel siding on the east side of the building located at 24 So. 6th St. VOTE: ayes--7

Resolution No. 2249
Estherville Municipal
Swimming Pool Project

Administrator Clayton presented information on the Estherville Municipal Swimming Pool Project.

Seylar introduced Resolution No. 2249 entitled “RESOLUTION TO PROVIDE FOR NOTICE OF HEARING ON PROPOSED PLANS AND SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COST FOR THE ESTHERVILLE MUNICIPAL SWIMMING POOL PROJECT FOR THE CITY OF ESTHERVILLE, IOWA” and moved its adoption, which was seconded by Goebel. (This resolution sets Oct. 27, 2020 at 2:00 p.m. in the Council Chambers for the bid opening and Nov. 2, 2020 at 5:00 p.m. in the Council Chambers as the time and place for the public hearing.) VOTE: ayes: Seylar, Carlin, Haukoos, Clark, Goebel, Gage, Heckard--7

Estherville Area Chamber of Commerce
Annual Hotel/Motel Tax Report

Chamber Director Lexie Ruter presented the annual hotel/motel tax report. She also shared the ads that were placed in various publications.

Excel! Estherville
Neighborhood Façade Grant Program

Administrator Clayton presented a proposed Neighborhood Façade Grant Program for Excel! Estherville for approval.

Moved by Haukoos, second by Gage to approve the Neighborhood Façade Grant Program. VOTE: ayes--7

Appointment

Mayor May announced the appointment of Alan Morphew to the Library Board to fill the unexpired term of Kyle Steffen to July 2022.

Moved by Gage, seconded by Goebel to approve the mayor’s appointment to the Library Board. VOTE: ayes--7

Resolution No. 2250
2019-20 Street Finance Report

The 2019-20 Street Finance report was presented and reviewed.

Seylar introduced Resolution No. 2250 “A RESOLUTION APPROVING THE 2019-20 STREET FINANCE REPORT” and moved its adoption, which was seconded by Heckard. VOTE: ayes: Seylar, Carlin, Haukoos, Clark, Goebel, Gage, Heckard--7

Abandoned Property
Awarded to City

Information was provided regarding property at 220 W. 1st Ave. So. recently awarded to the city by the district court. Discussion took place regarding options for disposal of property. It was recommended to demo the property and sell the lot.

Moved by Heckard, seconded by Carlin to demo property and sell the lot. VOTE: ayes--7

Ordinance No. 780
Prohibited Parking During Snow
Events & Parking Emergencies

Administrator Clayton presented a proposed ordinance amending prohibited parking during snow events and parking emergencies for approval.

Heckard introduced Ordinance No. 780 entitled "AN ORDINANCE AMENDING AND REVISING TITLE II, DIVISION 1, CHAPTER 2, ARTICLE 10, OF THE CODE OF ORDINANCES OF THE CITY OF ESTHERVILLE, IOWA, REGARDING PROHIBITED PARKING DURING SNOW EVENTS & PARKING EMERGENCIES" and asked that it be placed on file.

Moved by Heckard, seconded by Carlin that the previously entitled Ordinance No. 780 be considered for the first time. VOTE: ayes: Heckard, Seylar, Carlin, Haukoos, Clark, Goebel, Gage--7

Moved by Heckard, seconded by Carlin that the rule requiring the previously entitled ordinance be considered on three different council meetings by waived. VOTE: ayes: Heckard, Seylar, Carlin, Haukoos, Clark, Goebel, Gage--7

Moved by Heckard, seconded by Carlin that the proposed Ordinance No. 780 entitled "AN ORDINANCE AMENDING AND REVISING TITLE II, DIVISION 1, CHAPTER 2, ARTICLE 10, OF THE CODE OF ORDINANCES OF THE CITY OF ESTHERVILLE, IOWA, REGARDING PROHIBITED PARKING DURING SNOW EVENTS & PARKING EMERGENCIES" be finally passed and adopted. VOTE: ayes: Heckard, Seylar, Carlin, Haukoos, Clark, Goebel, Gage--7

Resolution No. 2251
Accessible Parking Spaces

City Administrator Clayton presented a proposed resolution to add a second space north of Central Ave. on the west side of No. 7th St. to the list of parking spaces designated for use by persons with disabilities for approval.

Seylar introduced Resolution No. 2251 entitled "A RESOLUTION DESIGNATING SPECIAL PARKING SPACES FOR EXCLUSIVE USE BY PERSONS WITH DISABILITIES" and moved its adoption, which was seconded by Goebel. VOTE: ayes: Seylar, Carlin, Haukoos, Clark, Goebel, Gage, Heckard --7

Updates

- a. Next council meeting we will propose a new ECCOG member.
- b. Park Road Property

***Goebel leaves.

Adjournment

Moved by Seylar, seconded by Carlin to adjourn the meeting at 6:18 p.m. VOTE: ayes--6
absent: Goebel--1

Joseph M. May, Mayor

ATTEST:

Elizabeth Burton, City Clerk