

COUNCIL PROCEEDINGS

Regular City Council Meeting: Monday, December 4, 2023 (5:00 p.m.)

Mayor/Council Present: Mayor K. Billings presiding--1; J. Heckard, J. Clark, A. Goebel, R. Gage, G. Heckard*, D. Seylar, D. Hovinga--7

Council Absent: None--0

Staff Present: G. Van Langen, B. Shatto, E. Burton, P. Clayton, K. Olson--5

Media Present: E. Funston (KILR), KICD--2

Others Present: Tony Condon, Gary Myers, Ramirez Management (3), Eric Vander Schaaf, Scott Taylor**--7

Minutes

Moved by Goebel, seconded by Hovinga to approve the minutes of the Nov. 20, 2023 council session. VOTE: ayes--6 absent: G. Heckard--1

Standing Committee Reports

- a. Finance Committee Minutes - Nov. 29
- b. Labor Relations Committee Minutes - Nov. 29

Bills

Moved by Clark, seconded by Goebel to approve the bills for the month of Nov., 2023. VOTE: ayes--6 absent: G. Heckard--1

911 Installs, LLC	Svcs.	\$	400.00
A & B Business Solutions, Inc.	Maint.		162.34
Access Systems Leasing	Maint.		723.74
Ace Hardware, Inc.	Parts/Supplies		1,132.59
Airport Apron Rehab	Transfer		40,000.00
Alex Air Apparatus, Inc.	Tool		389.47
Alibris, Inc.	Books		83.93
Alpha Wireless Communication	Svcs.		700.00
American Library Association	Fees		314.00
Assured Partners Great Plains	Fees		6,600.00
AT&T Mobility	Acct.		370.31
Atco International	Supp.		3,150.00
Avera Holy Family Health	Svcs.		1,590.00
Baker & Taylor Books	Books		2,863.04
Baldwin, Greg/Lorraine	Ref.		71.06
Bank Plus	With.		21,190.00
Barco Municipal Products	Parts		415.74
Beck Excavating, Inc.	Svcs.		12,464.00
Black Hills Energy	Acct.		3,132.62
Blacktop Service Company	Supp.		942.40
Bolton & Menk, Inc.	Svcs.		33,046.55
Bomgaars Supply	Parts		231.32
Border States Industries, Inc.	Supp.		2,118.05

Burrell Painting	Svcs.	\$	750.00
Card Services	Misc.		3,090.86
Center for Chiropractic Wellness	Svcs.		75.00
Center Point Large Print	Books		563.28
Central Perk Coffee House	Svcs.		351.83
CenturyLink	Acct.		195.71
Christensen Construction, Inc.	Svcs.		1,305.00
City Laundering Co.	Svcs.		42.08
CMBA Architechts	Svcs.		2,248.23
Cohrs Construction, Inc.	Svcs.		1,525.31
Collection Services Center	Svcs.		471.22
Constellation NewEnergy	Power		1,984.32
Corn Belt Power Coop.	Power		1,016.99
Crysteel Truck Equipment	Parts		313.90
Cummins Sales & Service	Svcs.		282.70
Debt Service Fund	Transfer		16,916.00
Delta Dental of Iowa	Ins.		2,476.98
Demco, Inc.	Supp.		159.35
DGR Engineering	Svcs.		25,500.36
Display Sales Company	Supp.		4,977.34
Electric Emergency Fund	Transfer		1,625.00
Electric Fund	Transfer		1,958.33
Electric Pump, Inc.	Svcs.		3,004.82
Elliott Equipment Co.	Parts		5,231.93
Emmet County Auditor	Pay.		13,032.39
Emmet County Public Health	Svcs.		290.00
Engineered Equipment Solutions	Equip.		1,151.00
Equipment Rev.-Enterprise	Transfer		14,586.26
Equipment Rev.-General	Transfer		24,778.50
Erreguine, Jasmine	Ref.		56.34
Estherville Area Chamber	Reimb.		6,060.11
Estherville Aviation, Inc.	Fees		3,230.25
Estherville, City Of	Acct./Ins.		88,137.48
Estherville Communications	Acct.		1,626.41
Estherville Housing	Rent		100.00
Estherville Iron & Metal Co.	Svcs.		245.00
Estherville News	Publication		1,258.31
Estherville Printing Co.	Supp.		122.10
Expertpay	Svcs.		179.07
Fastenal	Svcs.		1,117.90
Flexible Plastics, Inc.	Supp.		9,080.40
Forge & Build	Supp.		41.39
Foundation Analytical Laboratories	Svcs.		1,386.50
Friesner, Brad	Reimb.		104.31
Frink, Brenden	Ref.		36.43

Garage Fund	Transfer	\$	47,967.00
Garcia, Yesenia	Ref.		2.04
General Fund	Transfer		138,940.83
Graham, Robert	Reimb.		236.98
Grainger	Part		289.70
Great Lakes Concrete, Inc.	Supp.		1,623.00
Hallett Materials Co., Inc.	Supp.		1,683.00
Hawkins, Inc.	Supp.		7,627.10
Heartland Security Service	Svcs.		131.70
Held, Brad	Grant		4,000.00
Hovinga, David	Reimb.		220.00
Hy Vee, Inc.	Supp.		11.98
Inman Electric Co., Inc.	Svcs.		872.69
Iowa Dept. of Transportation	Fees		705.00
Iowa Lakes Comm. College	Power		18,529.10
Iowa Lakes Electric Coop.	Power		252,206.00
Iowa Lakes Regional Water	Acct.		121.44
Iowa Law Enforcement Academy	Fees		625.00
Iowa One Call, Inc.	Svcs.		489.40
Iowa Poetry Association	Fees		12.75
Iowa Public Airports Assn.	Dues		200.00
Iowa Utilities Board	Svcs.		1,939.00
Irby, Stuart C. Co.	Parts		18,462.85
J & J Trailer Sales & Weld	Supp.		170.00
Jacobson-Westergard, Inc.	Svcs.		10,307.20
Jatho, Trayton	Svcs.		958.34
JCL Solutions-Spencer	Supp.		325.59
Jensen, Walt	Reimb.		9.62
JLK Underground Utilities	Svcs.		17,161.00
John Deere Financial	Parts		1,913.80
Johnston Autostores	Parts		762.38
Juergens, Cory Construction	Svcs.		12,802.30
Kessler, Craig	Grant		2,500.00
Kiwanis Noon Estherville	Dues		240.00
Knopik Sand & Gravel, Inc.	Supp.		1,860.69
Laidig, Lane	Svcs.		5,400.00
M. E.'s Body Shop	Svcs.		469.19
Madison National Life Insurance	Ins.		812.74
Maverick Drone Systems	Svcs.		714.25
McCorkell Rentals, Inc.	Grant		2,041.72
McMaster-Carr	Parts		111.32
Mediacom Business	Acct.		445.55
Menendez, Ronald	Svcs.		400.00
Mid-American Research Chemicals	Supp.		5,496.00
Mid-Iowa Solid Waste Equipment	Parts		358.54

Montandon Wrecker Service	Svcs.	\$	100.00
Mortimore, Donna	Ref.		221.07
Motorola Solutions, Inc.	Svcs.		714.00
Municipal Supply, Inc.	Parts		1,583.80
Myers, Gary	Reimb.		220.00
Napa Auto Parts	Supp.		152.41
Nationwide Retirement Solutions	With.		1,312.50
North Central International	Part		475.06
North Central Laboratories	Supp.		3,618.33
NorthStar Agency	Ins.		222,520.99
NorthStar Bank	Bond		39,322.50
Northway Corporation, The	Svcs.		35,107.00
Northwest Iowa League of Cities	Dues		50.00
Novelty Machine Co.	Supp.		251.78
O'Reilly Automotive, Inc.	Parts		253.63
Pelzer Law Firm, LLC	Svcs.		1,742.01
Pesticide Bureau - Idals	Fees		45.00
Peters, Arlyn	Ref.		81.23
Pit Pros, Inc.	Svcs.		33,449.29
Pomps Tire Service Inc.	Svcs.		5,493.78
Pourrier, Jessica	Ref.		153.99
Presto-X	Pest Control		105.66
Pro Cooperative Cardtrol	Gas/Fuel		1,438.46
Pure & Secure, LLC	Svcs.		3,295.00
R & D Industries, Inc.	Svcs.		1,266.90
Regional Transit Authority	Pay.		1,875.00
Regional Wellness Center	With.		359.91
Resco	Supp.		1,585.18
Rockmount Research & Alloy	Supp.		1,665.72
Rutherford, Brad	Grant		3,523.55
S & R Auto & Tire, Inc.	Svcs.		3,399.60
Segura, Daniella	Ref.		137.64
Shatto, Brent	Reimb.		109.45
Sioux City Journal	Subsc.		462.00
Skarshaug Testing Lab, Inc.	Supp.		194.06
Spee Dee Delivery Service	Svcs.		86.98
Stalls Farm & Home Dist., Inc.	Parts/Supplies		1,385.55
Standard, The	Ins.		246.72
Stantec Consulting Service	Svcs.		23,195.93
Staples	Supp.		664.73
Step Saver, Inc.	Supp.		45,000.00
Storey Kenworthy/Matt Parriott	Supp.		825.67
Subdivision Development	Transfer		72.00
Tactical Solutions	Svcs.		380.00
T-Mobile USA, Inc.	Acct.		25.00

Toyne, Inc.	Svcs.	\$	3,080.10
Treasurer, State of Iowa	Taxes		24,223.36
Truck Center Companies	Part		235.32
Tubachristmas	Svcs.		210.50
Tyler Business Forms	Supp.		203.08
U. S. Postal Service	Postage		1,313.68
USA Bluebook	Supp.		2,505.72
Utility Equipment Co.	Supp.		504.21
Utility Service Company, Inc.	Svcs.		196,500.00
Vacuum Cleaner Center, The	Parts		67.83
Van Wert, Inc.	Svcs.		385.99
Verizon Wireless	Acct.		82.46
Vermeer Sales & Service, Inc.	Svcs.		140.96
Wages/Salaries	Wages/Salaries		276,326.52
Wastewater Admin.	Transfer		11,720.83
Wastewater Fund	Transfer		7,500.00
Weber, Ashley	Ref.		29.35
Wellmark Blue Cross/Blue Shield	Ins.		75,000.00
Werts Window & Awning Cleaning	Svcs.		35.00
Wesco Receivables Corp.	Parts		984.40
Western Area Power Admin.	Power		26,358.62
White Tools, LLC	Parts		2,113.85
Whiting, Laticia	Ref.		69.70
	TOTAL	\$	<u>2,004,695.20</u>

Disbursements by Fund

Airport \$30,269.03; American Rescue Plan \$216,663.90; Apron Repair \$23,302.30; Cares Grant \$308.20; Debt Svc. \$12,301.77; Elect. Fund \$525,208.94; Equip. Ent.-Rev. \$705.00; FICA & IPERS \$3,965.45; Garage Fund \$33,600.31; General Fund \$244,485.35; Group Ins. \$50,519.88; Ind. Park TIF \$1,625.00; L.O.S.T. Fund \$42,922.01; L.O.S.T. Rev. \$14,631.01; Parks & Rec Constr. \$3,497.48; Police Misc. \$714.25; Road Use Tax \$14,542.69; Self-Funded Ins. \$81,600.00; WWT Fund \$194,242.13; WWT Constr. \$22,546.55; Water Fund \$211,088.53; TOTAL \$1,728,739.78

Receipts

Airport \$1,983.08; Debt Svc. \$43,544.30; Elect. Fund \$530,412.51; Elect. Aerial Fund \$78.79; Elect. Emerg. \$72,472.20; Emerg. Levy \$3,385.66; Equip. Rev.-Ent. \$14,586.26; Equip. Rev.-Gen. \$24,778.50; FICA & IPERS \$21,529.91; Garage Fund \$47,967.00; General Fund \$341,990.01; Group Ins. \$40,699.60; Ind. Park TIF #1 \$70,847.20; Police Misc. \$5,000.00; Police Ret. \$15,030.40; Pool Project \$50.00; Self-Funded Ins. \$70,393.20; Subdv. Dev. \$72.00; WWT Fund \$171,326.60; WWT Sinking \$11,720.83; Water Fund \$168,284.88; TOTAL \$1,656,152.43

Resolution No. 2443 Sewer Revenue Loan Agreement

Mayor Billings opened the public hearing regarding the proposed Sewer Revenue Loan Agreement in an amount not to exceed \$2,288,000. No written or oral objections were heard, and the public hearing was closed.

Seylar introduced Resolution No. 2443 entitled “RESOLUTION AUTHORIZING AND APPROVING A LOAN AGREEMENT AND PROVIDING FOR THE ISSUANCE AND SECURING THE PAYMENT OF \$2,288,000 SEWER REVENUE NOTE, SERIES 2023” and moved its adoption, which was seconded by Gage. VOTE: ayes: Seylar, Hovinga, J. Heckard, Clark, Goebel, Gage--6 absent: G. Heckard--1

Resolution No. 2444
Wastewater Treatment Facility
Improvements Project

Administrator Clayton reviewed the bid tabs for the project. Three bids were received with Christiansen Construction submitting the low bid of \$2,550,000.

Gage introduced Resolution No. 2444 entitled “RESOLUTION PROVIDING FOR AWARD OF CONTRACT FOR THE WASTEWATER TREATMENT FACILITY IMPROVEMENTS PROJECT IN THE CITY OF ESTHERVILLE, IOWA” and moved its adoption, which was seconded by Hovinga. VOTE: ayes: Gage, Seylar, Hovinga, J. Heckard, Clark, Goebel--6 absent: G. Heckard--1

**Scott Taylor leaves.

Ordinance No. 811
Zoning Reclassification

A second reading was held on a request to classify the zoning on the West 97’ of the South 100’ of Lots 5 & 6, Block 52, Original Plat (703 1st Ave. So.).

Moved by Seylar, seconded by J. Heckard that the proposed Ordinance No. 811 entitled “AN ORDINANCE AMENDING TITLE VI, CHAPTER 5, ARTICLE 4, SECTION 2 OF THE CITY CODE OF ESTHERVILLE, IOWA, RECLASSIFYING USE RESTRICTIONS ON THE WEST 97’ OF THE SOUTH 100’ OF LOTS 5 & 6, BLOCK 52, ORIGINAL PLAT (703 1ST AVENUE SOUTH), ESTHERVILLE, EMMET COUNTY, IOWA” be considered for the second time. VOTE: ayes: Seylar, Hovinga, J. Heckard, Clark, Goebel, Gage--6 absent: G. Heckard--1

Moved by Seylar, seconded by J. Heckard that the rule requiring the proposed ordinance be considered on three different council meetings be waived. VOTE: ayes: Seylar, Hovinga, J. Heckard, Clark, Goebel, Gage--6 absent: G. Heckard--1

Moved by Seylar, seconded by J. Heckard that the proposed Ordinance No. 811 entitled “AN ORDINANCE AMENDING TITLE VI, CHAPTER 5, ARTICLE 4, SECTION 2 OF THE CITY CODE OF ESTHERVILLE, IOWA, RECLASSIFYING USE RESTRICTIONS ON THE WEST 97’ OF THE SOUTH 100’ OF LOTS 5 & 6, BLOCK 52, ORIGINAL PLAT (703 1ST AVENUE SOUTH), ESTHERVILLE, EMMET COUNTY, IOWA” be finally passed and adopted. VOTE: ayes: Seylar, Hovinga, J. Heckard, Clark, Goebel, Gage --6 absent: G. Heckard--1

Appointment

Mayor Billings announced the appointment of Steve Fanslau to the Airport Commission to fill the unexpired term of Steve Erickson to January 2026.

Moved by Seylar, seconded by Goebel to approve the appointment of Steve Fanslau to the Airport commission. VOTE: ayes--6 absent: G. Heckard--1

Resolution No. 2445
Sale of Property
Meadows Subdivision

An offer to purchase Lot 1 Meadow’s Subdivision for \$18,000 from Ivan & Denise Dalen was presented.

Clark introduced Resolution No. 2445 entitled “RESOLUTION TENTATIVELY APPROVING THE SALE OF LOT 1 MEADOW’S SUBDIVISION WITHIN THE CITY OF ESTHERVILLE, IOWA, ESTABLISHING TERMS AND CONDITIONS FOR SUCH SALE AND FIXING A TIME AND PLACE FOR A PUBLIC HEARING” and moved its adoption, which was seconded by J. Heckard. (This resolution tentatively approves the sale and sets December 18, at 5:00 p.m. in the Council Chambers, as the time and place for a public hearing on the proposed sale.) VOTE: ayes: Clark, Goebel, Gage, Seylar, Hovinga, J. Heckard--6 absent: G. Heckard--1

*G. Heckard arrives.

Sign Permit Variance

Greg Van Langen presented information on a sign permit variance from DKOI, Inc. for property located at 2 So. 3rd St. Discussion followed.

Gage made a motion to table until the Dec. 18 council meeting, seconded by Hovinga. VOTE: ayes--7

Sign Permit Variance

Greg Van Langen presented information on a sign permit variance from Ramirez Management, LLC for property located at 614 Central Ave. Discussion followed.

G. Heckard made a motion to table until the Dec. 18 council meeting, seconded by Goebel. VOTE: ayes--7

Excel! Estherville Neighborhood Façade Grant Program

Administrator Clayton presented the proposed grant awards and asked the Council to consider approving up to an additional \$16,000 for the Neighborhood Façade Grant Program.

Moved by Gage, seconded by J. Heckard to approve the proposed grant awards and up to an additional \$16,000 for the Neighborhood Façade Grant Program. VOTE: ayes--7

Goal Setting Report

The Goal Setting Report as compiled by Mark Jackson from the goal setting session held on Nov. 15, 2023 was presented by Administrator Clayton and reviewed.

Moved by Hovinga, seconded by Goebel to adopt the Goal Setting Report. VOTE: ayes--7

Updates

- a. Hwy. 4 No. - Rock will be placed at end of driveways and at intersections to make the streets usable.

Adjournment

Moved by J. Heckard, seconded by Gage to adjourn the meeting at 5:48 p.m. VOTE: ayes--7

Kenny Billings, Mayor

ATTEST:

Elizabeth Burton, City Clerk