

ALTON CITY COUNCIL MEETING
Minutes of Regular Session
Tuesday, April 10, 2018

Mayor Schutt called the meeting to order at 6:00 P.M. with Council members Jorgensen, Kleinhesselink, Plathe, Vande Griend and Zenor present. Also present was Dale Oltmans and Laurie Tentinger.

Motion by Kleinhesselink and second by Jorgensen to approve the agenda. Ayes 5

Motion by Zenor and second by Vande Griend to approve the consent agenda, including minutes from the March 13, 2018 meeting. Ayes 5

APRIL 2018 ACCOUNTS PAYABLE

<u>VENDOR</u>	<u>PRODUCT/SERVICE</u>	<u>AMOUNT</u>
A & M LAUNDRY INC	LAUNDRY SERVICE	\$40.39
AFLAC	AFLAC-PRE-TAX	\$497.33
AG PARTNERS	FUEL	\$773.30
AHLERS, COONEY, SMITH, ETC.	WW TREATMENT FACILITY IMPROVEMENTS	\$2,159.50
ALTON REFORMED CHURCH	ELECTRIC REBATE	\$490.32
AMERICAN STATE BANK	FED/FICA TAX	\$8,173.42
ANALYTICAL & CONSULTING	COMPLIANCE TESTING	\$146.99
ARNOLD MOTOR SUPPLY	VEHICLE MAINT	\$117.45
BORDER STATES	PULL GRIP, FR CLOTHING, TOOLS	\$1,660.79
CITY OF ORANGE CITY	DAYCARE CONTRIBUTION	\$10,000.00
CITY OF ORANGE CITY	GAS & LAW ENFORCEMENT CONTRACT	\$38,480.00
CLAYTON ENERGY CORPORATION	GAS COMMODITY	\$16,566.74
CLAYTON ENERGY CORPORATION	GAS RESERVATION	\$10,121.53
COMMUNITY INS	BUSINESS PROTECTION PLAN	\$77,368.00
CONNECTIONS INC	EMPLOYEE ASSISTANCE PROGRAM	\$81.27
CROGHAN, OWEN	GAS REBATE	\$50.00
CUSTOM SALES	FLATBED	\$2,700.00
DELEEUW GRAPHICS & SIGNS	ATV STICKERS	\$286.00
DEWILD GRANT RECKERT & ASSOC	WASTEWATER TREATMENT FACILITY	\$11,600.00
DIAMOND VOGEL PAINT	PAINT	\$37.08
ECHO GROUP INC	GROUND ROD, CLAMP	\$410.20
ELECTRONIC ENGINEERING CO.	RADIO MAINTENANCE - FIRE DEPT	\$853.00
EMC INSURANCE COMPANIES	WORK COMP PAYMENT	\$393.13
FASTENAL	SUPPLIES	\$52.10
FOREMAN TIRE SERVICE	TIRE REPAIR	\$26.70
FRANK DUNN CO	HIGH PERFORMANCE PATCH	\$588.00
GROEBNER & ASSOCIATES INC	GAUGE	\$343.96
HAWKE & CO AG SERVICES	PIPE, HOSE	\$15.29
IOWA ASSN. OF MUNICIPAL UTIL.	DIMP AUDIT, CCR, OQ TESTS	\$818.40
IOWA DEPT OF TRANSPORTATION	BLADE LOADER, INSERT	\$580.01
IOWA STATE TREASURER	STATE TAX	\$1,533.00
IPERS COLLECTIONS	IPERS	\$5,282.46
JANITOR'S CLOSET	VACUUM, CLEANING SUPPLIES	\$570.80
KENSAK, MARCUS	UTILITY DEPOSIT REFUND	\$120.10
KLAY,VELDHUIZEN,BINDNER,DEJONG	LEGAL FEES	\$55.00

KOPETSKYS ACE	FASTNERS	\$14.20
MID AMERICAN	STREET LIGHTS	\$227.55
MID SIOUX OPPORTUNITY	PROJECT SHARE	\$20.00
MIKE'S WELDING & REPAIR	SUPPLIES, EQUIPMENT	\$473.35
MISSOURI RIVER ENERGY SERVICES	ELECTRIC	\$46,417.70
MOUW MOTOR	AMBULANCE OIL CHANGE	\$37.12
MUNICIPAL UTIL-BILLS	UTILITIES	\$2,025.15
NEAL CHASE LUMBER CO	SUPPLIES	\$335.91
NO STREAKING INC	WINDOW CLEANING	\$85.00
NORTHWEST IOWA DEVELOP	MEMBER DUES	\$1,020.00
NOTEBOOM ELECTRIC	LIGHT FIXTURES, TRIM	\$875.20
ORANGE CITY MUNICIPAL UTILITIES	BULK WATER	\$5,479.87
ONE OFFICE SOLUTION	OFFICE SUPPLIES	\$62.81
KERI OOSTRA	CPR CLASS - FIRE & RESCUE	\$760.00
ORANGE CITY HEALTH SYSTEM	PARAMEDIC ASSIST, HEARING TESTS	\$220.00
ORANGE CITY SANITATION	GARBAGE HAULING, DUMPSTERS	\$13,596.10
PAYROLL	PAYROLL CHECKS ON 3/30/2018	\$26,018.61
SANITATION PRODUCTS, INC	SWEEPER MAINTENANCE	\$2,975.96
SIOUXLAND PRESS	PUBLICATIONS	\$165.60
SOLSMA, ANGELA	ELECTRIC REBATE	\$48.00
TOWN & COUNTRY IMPLEMENT	EQUIPMENT	\$88.65
TREASURER - STATE OF IOWA	SALES TAX	\$4,410.00
TRI-STATE OVERHEAD SALES INC	INSTALL GARAGE DOOR & OPENER	\$1,500.00
U. S. POSTMASTER	POSTAGE	\$500.00
USA BLUE BOOK	METER	\$1,415.58
UTILITY EQUIPMENT CO.	GATE VALVE	\$106.31
VANDER POL EXCAVATING	SEWER PIPE	\$288.60
VERIZON	CELL PHONES	\$197.99
VISA	CPO TRAINING, SAW, SUPPLIES, TRAINING	\$1,132.79
TODD VORE	GAS REBATE	\$400.00
WELLMARK BLUE CROSS/BLUE SHIELD	GROUP INSURANCE	\$7,624.18
WESCO DISTRIBUTION, INC.	INVENTORY	\$77.04
WEST IOWA TELEPHONE	TELEPHONE, FAX, INTERNET	\$558.15
WITCC	PROTECTIVE SERVICES TUITION	\$15.00
	TOTAL ACCOUNTS PAYABLE CHECKS	<u>\$312,164.68</u>

PROPERTY & LIABILITY INSURANCE PACKAGE: Oltmans presented the Council with the renewal package for the City's Property and Liability Insurance package.

Motion by Jorgensen and second by Plathe to approve the presented Property and Liability Insurance package from Community Insurance for April 1, 2018 – April 1, 2019. Ayes 5

URBAN REVITALIZATION PLAN: The Mayor opened the public hearing on the Adoption of the 2018 Urban Revitalization Plan at 6:03 P.M. No oral or written comments were received. The public hearing was closed at 6:05 P.M.

RESOLUTION 18-7 “RESOLUTION ADOPTING THE 2018 URBAN REVITALIZATION PLAN” was introduced and moved for adoption by Council Member Kleinhesselink. Jorgensen seconded the motion to adopt.

On roll call vote:

Ayes: Jorgensen, Kleinhesselink, Plathe, Vande Griend, Zenor

Nays: None

Whereupon the Mayor declared the Resolution duly adopted.

ORDINANCE 847 “ORDINANCE DESIGNATING URBAN REVITALIZATION AREA NO. 5 OF THE CITY OF ALTON, IOWA” was introduced and moved for adoption by Council Member Zenor. Jorgensen seconded the motion. The Mayor put the question upon the motion, and the roll being called, the vote thereon was as follows:

Ayes: Jorgensen, Kleinhesselink, Plathe, Vande Griend, Zenor

Nays: None

Whereupon the Mayor declared the motion carried and said proposed ordinance was given first vote for passage and placed on file before the Council for the second time.

WASTEWATER TREATMENT FACILITY IMPROVEMENTS:

RESOLUTION 18-9 “RESOLUTION ORDERING CONSTRUCTION OF THE WASTEWATER TREATMENT FACILITY IMPROVEMENTS AND FIXING A DATE FOR HEARING THEREON AND TAKING OF BIDS THEREFOR” was introduced and moved for adoption by Council Member Jorgensen. Kleinhesselink seconded the motion to adopt.

On roll call vote:

Ayes: Jorgensen, Kleinhesselink, Plathe, Vande Griend, Zenor

Nays: None

Whereupon the Mayor declared the Resolution duly adopted.

WASTEWATER REVENUE BONDS:

RESOLUTION 18-10 “RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$1,200,000 SEWER REVENUE CAPITAL LOAN NOTES OF THE CITY OF ALTON, IOWA, AND PROVIDING FOR PUBLICATIONS OF NOTICE THEREOF” was introduced and moved for adoption by Council Member Plathe. Jorgensen seconded the motion to adopt.

On roll call vote:

Ayes: Jorgensen, Kleinhesselink, Plathe, Vande Griend, Zenor

Nays: None

Whereupon the Mayor declared the Resolution duly adopted.

SEWER MAIN PROJECT: Oltmans updated the Council on the sewer main that collapsed north of Casey’s. The existing main was in poor condition and only buried 5’ deep.

Motion by Kleinhesselink and second by Plathe to approve the sewer main repair project and allow the City Administrator and Mayor approve competitive bid up to \$58,000. Ayes 5

GIS/GPS MAPPING: Oltmans presented costs to convert current utility mapping to GIS/GPS mapping. There are many benefits beyond utilities.

Motion by Jorgensen and second by Zenor to approve the purchase of the GIS/GPS mapping equipment. Ayes 5

GAS UTILITY: OPERATION AND MAINTENANCE PLAN REVISION 3.18 AND EMERGENCY PLAN REVISION 3.18: Oltmans presented the revised Operation and Maintenance Plan and Emergency Plan drafted by the Iowa Association of Municipal Utilities to the Council.

Motion by Vande Griend and second by Kleinhesselink to approve the Operation and Maintenance Plan Revision 3.18 and Emergency Plan Revision 3.18. Ayes 5

SWIMMING POOL: Oltmans presented the Council with a contract from the City of Orange City for the management of the Alton Swimming Pool.

Motion by Zenor and second by Plathe to accept terms and sign the contract for pool management with the City of Orange City. Ayes 5

EQUIPMENT: Oltmans informed the Council that City Staff has been testing new radios as a way of communicating among staff. The Council also discussed the importance of the ability to communicate with County Emergency Management via radio. Council instructed Oltmans to gather more information on radios and also to work with the County Emergency Management Coordinator to access potential EMS funding.

STREET VACATION: Oltmans informed Council that due to a survey error, Frank Van Es's new building is eight inches on the City's right of way. It was the City Attorney's advice to vacate one foot of the right of way and sell to Van Es plus legal costs.

RESOLUTION 18-11 "RESOLUTION PROPOSING THE VACATION AND DISPOSAL OF A PORTION OF A STREET IN THE CITY OF ALTON, IOWA" was introduced and moved for adoption by Council Member Jorgensen. Kleinhesselink seconded the motion to adopt.

On roll call vote:

Ayes: Jorgensen, Kleinhesselink, Plathe, Vande Griend, Zenor

Nays: None

Whereupon the Mayor declared the Resolution duly adopted.

UTILITY EASEMENT: Oltmans informed the Council about communications he's had with Ag Partners and the possibility of a utility easement. The City would need a utility easement to bring gas services to homes adjacent to the industrial park, Ag Partners has indicated they would approve an easement if the City would relocate add a provision that if the current driveway to the homes needed to be relocated that the City would move the gas main at the City's expense.

SIoux GOLF & COUNTRY CLUB: Zenor addressed the Council with questions from the Sioux Golf & Country Club Board in regards to the Club’s ability to use the City’s tax exemption status. The Board indicated many area courses use the City’s tax exemption status to purchase equipment. SGCC also inquired about the possibility of the City purchasing equipment and using their municipal discounts to get the equipment at a reduced cost, then leasing the equipment to SGCC. Upon consultation of legal counsel, the City’s auditor, and the Iowa League of Cities, Oltmans was advised that since SGCC leases the property from the City and is a private organization, it would not be legal to use the Cities tax exempt status and municipal discounts for SGCC’s benefit.

Motion by Vande Griend and second by Plathe to determine that upon the advice of legal counsel the city will not offer its tax exempt status to Sioux Golf & Country Club, nor will the City purchase and lease equipment to SGCC. Ayes 5

OTHER BUSINESS: Oltmans updated the Council on staff projects. The Gas & Electric Utilities had inspections this past several weeks and the inspectors had many good things to say about staff and condition of the electric and natural gas systems. Oltmans has been in contact with the County Engineer to ask if the County would maintain our gravel streets. The County will work with the City to provide grading services. The City will need to do some tree trimming along these roads as well as pay for some gravel to be brought in.

Motion by Kleinhesselink and second by Jorgensen to adjourn the meeting at 6:56 PM. Ayes 5

Mayor
Brian E. Schutt

City Clerk/Administrator
Dale Oltmans

March Revenue

General Fund	\$19,485.83	LMI Housing	\$50.57
RUT Fund	\$10,829.41	Capital Streets Fund	\$1,397.00
Employee Benefits Fund	\$851.34	Capital Parks & Trails	\$7.37
Local Option Fund	\$10,923.22	Water Fund	\$21,712.61
TIF - Industrial Park	\$142,592.61	Sewer Fund	\$18,019.20
Debt Service Fund	\$28,026.37	Electric Fund	\$109,467.29
Capital Equipment Fund	\$43.54	Gas Fund	\$86,757.32
		Storm Water Fund	\$2,603.80
		Total Receipts	\$452,767.48