

**ALTON CITY COUNCIL MEETING**  
**Minutes of Regular Session**  
**Tuesday, April 14, 2020**

The April Alton City Council meeting was held April 14, 2020. To help stop the spread of the COVID-19 virus, this meeting of the Alton's City Council was held electronically. Chapter 21.8 of the Iowa Code does permit an electronic meeting where all members participate remotely when an in-person meeting is impossible or impractical. On March 19, 2020, Governor Reynolds issued a Proclamation of Disaster Emergency which included a suspension of Iowa laws that would prevent the use of electronic meetings or the limitation on the number of people present at an in-person meeting site. Therefore, only Council Members Plathe and Vande Griend along with City Administrator Oltmans and Brian Konz were present at Alton city hall. Joining the meeting electronically was Mayor Schutt, Council Members Jorgensen, Krull and Mulder. Also in attendance electronically was Laurie Tentinger.

Motion by Jorgensen second Mulder by to approve the agenda. Ayes 5

Motion by Jorgensen and second by Krull to approve the consent agenda, including minutes from the March 10, 2020 meeting. Ayes 5

**APRIL 2020 ACCOUNTS PAYABLE**

<u>VENDOR</u>	<u>PRODUCT/SERVICE</u>	<u>AMOUNT</u>
A & M LAUNDRY INC	LAUNDRY SERVICE	\$54.89
AFLAC	AFLAC-PRE-TAX	\$357.32
AG PARTNERS	FUEL	\$1,014.63
AG PARTNERS	PREPAID FUEL	\$2,675.00
AMERICAN STATE BANK	FED/FICA TAX	\$8,089.98
ANALYTICAL & CONSULTING	COMPLIANCE TESTING	\$146.38
ARNOLD MOTOR SUPPLY	SWITCH, GASKET MATERIAL	\$47.45
BOMGAARS	SUPPLIES	\$18.48
BORDER STATES INDUSTRIES, INC.	U-STRAPS	\$2,263.40
CASEY'S #0068	ELECTRIC REBATE	\$410.40
CITY OF ORANGE CITY	GAS CONTRACT	\$3,750.00
CITY OF ORANGE CITY	LAW ENFORCEMENT	\$37,855.25
CLAYTON ENERGY CORPORATION	GAS RESERVATION	\$16,789.94
CLAYTON ENERGY CORPORATION	GAS COMMODITY	\$2,965.10
CLEVERINGA EXCAVATING	CRUSHED CONCRETE	\$93.60
COMMUNITY INS	BUSINESS PROTECTION PLAN	\$94,791.00
CONNECTIONS INC	EMPLOYEE ASSISTANCE PROGRAM	\$81.27
DEARBORN LIFE INS CO	GROUP INSURANCE	\$2,925.78
DEWILD GRANT RECKERT & ASSOC	4TH AVE STORM SEWER, GIS MAPPING	\$3,944.50
DWELLINGS	CAULK	\$12.84
ECHO GROUP INC	WIRE, FUSE, EMERGENCY LIGHT	\$336.22
ELECTRONIC ENGINEERING CO.	RADIO MAINTENANCE	\$1,387.00
FASTENAL	EYEWEAR	\$32.84
FEDDERS, JOY	UTILITY DEPOSIT REFUND	\$185.28
FP MAILING SOLUTIONS	INK CARTRIDGE, METER RENTAL	\$381.76
GAS PRODUCTS SALES INC	REGULATORS & METER SPUDS	\$441.31
HANSEN BODY SHOP	PARK RISERS MAINT.	\$650.00
DREW HEYING	UTILITY CONNECTION REBATE	\$600.00

HUBERS PLUMBING, HEATING	SUPPLIES	\$44.96
IOWA ASSN. OF MUNICIPAL UTIL.	GAS OQ TRAINING 2020	\$2,095.00
IOWA DEPT OF TRANSPORTATION	SALT	\$1,147.50
IOWA STATE TREASURER	STATE TAX	\$1,351.00
IPERS COLLECTIONS	IPERS	\$5,485.65
JELLEMA CONSTRUCTION	LIFT STATION	\$28,066.00
KLAY, VELDHUIZEN, BINDNER, DEJONG	LEGAL FEES	\$495.00
KOPETSKYS ACE	BALL VALVE, SUPPLIES	\$43.15
MAINSTREET DESIGNS	CHRISTMAS LIGHTS	\$2,020.10
JLEE MCCALL	OFFSET REFUND	\$267.00
MEIS PAINTING & LAWN CARE	BUSINESS ENCOURAGEMENT GRANT	\$1,418.00
METERING & TECHNOLOGY SOL	METER	\$729.02
MID SIOUX OPPORTUNITY	PROJECT SHARE	\$20.00
MIDAMERICAN ENERGY	STREETLIGHTS	\$240.65
MISSOURI RIVER ENERGY SERVICES	ELECTRIC	\$41,501.50
MUNICIPAL UTIL-BILLS	UTILITIES	\$1,970.89
NEAL CHASE LUMBER CO	SUPPLIES	\$312.13
NO STREAKING INC	WINDOW CLEANING	\$87.00
NORTHERN MUNICIPAL DIST	L&R FUND ASSESSMENT	\$2,527.40
ORANGE CITY MUNICIPAL UTILITIES	BULK WATER	\$5,659.85
ONE OFFICE SOLUTION	PAPER, OFFICE SUPPLIES	\$260.33
KERI OOSTRA	CPR TRAINING	\$880.00
ORANGE CITY CHAMBER	REBATE PROGRAM	\$5,000.00
ORANGE CITY HEALTH SYSTEM	SUPPLIES	\$34.50
ORANGE CITY SANITATION	GARBAGE HAULING	\$6,652.45
PAYROLL	PAYROLL 03/31/2020	\$25,554.22
PCC	RESCUE BILLING	\$434.02
PEFA, INC	GAS COMMODITY	\$9,281.49
POTTEBAUM, ORVILLE	ELECTRIC REBATE	\$120.00
PREMIER COMMUNICATIONS	SERVER, COMPUTERS, INSTALL, IT SERVICES	\$16,167.16
RECORD MANAGEMENT INC	DOCUMENT SHREDDING	\$155.00
SIOUX GOLF & COUNTRY CLUB	ECONOMIC DEVELOPMENT CONTRIB	\$3,445.18
SIOUXLAND PRESS	PUBLICATIONS	\$88.40
SKARSHAUG TESTING LAB.	EQUIPMENT CLEAN & TEST	\$114.10
THOMPSON INNOVATION	LIFT STATION CONTROLS	\$1,888.82
TREASURER - STATE OF IOWA	WATER EXCISE TAX	\$1,159.00
TREASURER - STATE OF IOWA	SALES TAX	\$3,015.00
U. S. POSTMASTER	POSTAGE	\$500.00
VERIZON	CELL PHONES	\$278.22
VISA	SUPPLIES, TRAINING, POSTAGE, SOFTWARE	\$1,078.93
WELLMARK BLUE CROSS/BLUE SHIELD	GROUP INSURANCE	\$10,054.00
WESCO DISTRIBUTION, INC.	MARKING FLAGS	\$406.60
WEST IOWA TELEPHONE	TELEPHONE, FAX, INTERNET	\$876.72
THE YARD BAR & GRILL	BUSINESS ENCOURAGEMENT GRANT	\$2,409.00
	<b>TOTAL ACCOUNTS PAYABLE</b>	<b>\$367,636.56</b>

**CHAMBER BUSINESS ASSISTANCE:** The Council discussed a request from Orange City Chamber to assist in raising money for the Chamber Business Rebate Program. The goal is to raise \$100,000 for the program and has currently raised \$80,000. Mulder informed the Council the Fire Department will be donating \$1,000.

Motion by Plathe and second by Mulder to donate \$5,000 to the Chamber Business Rebate Program from the Capital Economic Development Fund. Ayes 5

**INSURANCE:** Oltmans presented the Council with the Property & Liability Policy Proposal from Community Insurance. The Council noted the updates to equipment in the policy.

Motion by Plathe and second by Vande Griend to approve the Property & Liability Policy Proposal from Community Insurance for Fiscal Year 2020-2021. Ayes 5

**COMMUNITY RELATIONS:** Mulder, Vande Griend and Oltmans updated the Council on the meeting they attended with Orange City Council representatives and City Administrator. Representatives discussed equipment sharing, potential and obstacles, as well as future development plans for roads related to the new grade school project.

**WASTEWATER: LAGOON ACCESS AGREEMENT** - Oltmans presented an access agreement, prepared by the City Attorney, for the lagoons and Andy Van Wyk dba J&A Excavating, LLC. Van Wyk has purchased a vac truck for sewage and field application. The agreement will remove liability from the City for Van Wyk's limited basis use. Staff has worked with the DNR to meet regulatory concerns.

Motion by Jorgensen and second by Plathe to approve the access agreement for the lagoon and Andy Van Wyk. Ayes 5

**WASTEWATER: VAN WYK SANITARY SEWER SERVICE** – Council discussed Van Wyk Concrete, LLC's sanitary sewer installation problems due to a storm sewer being located between the newly constructed building and the sanitary sewer main. Discussion was held with Van Wyk at the November meeting and the Council reaffirmed their decision to require Van Wyk to install a sanitary force main sewer service with force pump at owners' expense, based on recommendations by the City's engineer. Council instructed staff to send a letter with copy of ordinance to Van Wyk including the deadline of July 12, 2020.

**PROPERTY:** Jorgensen presented a request from a property owner to purchase a parcel of land from the Sioux Golf and Country Club grounds owned by the City. The Council discussed what concerns the neighbors would have and the necessity to open it up for others to purchase.

It was the consensus of the Council to instruct Jorgensen to contact Van Wyk to find out intentions.

**EQUIPMENT:** Konz spoke to the Council about the staff's recent use of a vac trailer they rented, as well as additional projects it was and could be used for. He explained the reduced damage to a resident's lawn as well as the efficiency and ease of use. It was also noted that using a vac wagon would reduce time in trenches which would make the jobs safer, as well as protect the existing utilities when digging. After speaking with employees of contractors working in town, they confirmed the usefulness of the equipment they owned and stated that they are wanting to purchase an additional vac trailer.

Mayor Schutt agreed that using the vac trailer made projects cleaner, easier and more efficient. He also noted that a vac wagon was in the budget and the purchase had already been approved in the capital equipment plan.

Plathe proposed the City rent one for three months and see how much it is used to verify the cost is justified.

Konz consulted with VerMeer and they offered a 3-month rental option , which if the City decides to purchase the equipment after three months, VerMeer would apply the amount paid for the rental towards the purchase price.

Motion by Mulder and second by Krull to approve the rental of a vac trailer from VerMeer for three months. Ayes 5

Konz left the meeting at 6:35 P.M.

**OTHER BUSINESS:** Oltmans contacted Piper Sandler & Co. regarding refinancing the City's current GO Bonds. Piper Sandler & Co. sent Oltmans costs of refinancing, as well as projected and potential savings.

Jorgensen noted that refinancing would change the date of the bonds that were set to mature shortly.

Oltmans pointed out that refinancing would limit bonding capacity for the fire station. Also, rates would have to remain low or go even lower to be financially beneficial for the City to refinance.

It was the consensus of the Council to not pursue refinancing the City's GO Bonds.

Oltmans updated the Council on current projects around the City including the 4<sup>th</sup> to 5<sup>th</sup> Avenue storm sewer project, asphalt paving project, the lift station project, the lagoon dredging project, and Electric overhead to underground project. Discussion was also held on relocating the black dirt pile from the Industrial Park.

Motion by Krull and second by Plathe to adjourn the meeting at 6:42 P.M. Ayes 5

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Mayor  
Brian E. Schutt

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City Clerk/Administrator  
Dale Oltmans

**March Revenue**

General Fund	\$20,052.38	Capital Equipment Fund	\$38.49
RUT Fund	\$6,163.92	Capital Parks & Trails	\$3,251.16
Employee Benefits Fund	\$1,326.51	Water Fund	\$23,967.08
Local Option Fund	\$12,402.64	Sewer Fund	\$184,518.33
TIF – FVM2 Phase 1 Fund	\$2,247.31	Electric Fund	\$93,738.88
Debt Service Fund	\$5,206.26	Gas Fund	\$74,669.42
		Storm Water Fund	\$2,720.31
		<b>Total Receipts</b>	<b>\$430,302.69</b>