

ALTON CITY COUNCIL MEETING
Minutes of Regular Session
Tuesday, July 13, 2021

Mayor Vande Griend called the meeting to order at 6:00 P.M. with Council members Jorgensen, Krull, Mulder, Plathe, and Vander Pol were present. Also, present was Cindy Glanz, John Glanz, Val Plaage, Anne Holmes, Kurt Franje, Dale Oltmans and Laurie Tentinger.

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

Motion by Plathe and second by Krull to approve the minutes from June 29, 2021, meeting. Ayes 5

Motion by Vander Pol and second by Krull to approve the financial reports as presented. Ayes 5

Motion by Krull and second by Vander Pol to approve the bills as presented. Ayes 5

JULY 2021 ACCOUNTS PAYABLE

<u>VENDOR</u>	<u>PRODUCT/SERVICE</u>	<u>AMOUNT</u>
AFLAC	AFLAC-PRE-TAX	\$387.61
AG PARTNERS	FUEL	\$1,709.07
AGRIVISION EQUIPMENT	BRACKET	\$63.28
AHLERS & COONEY, P.C.	SGCC 28E, AMEND AEDC & FVM	\$765.00
ALTON RECREATION BOARD	GOLF, UMPS, HATS/SHIRTS	\$2,825.00
ALTON TRUCK & PET WASH	UTILITY DEPOSIT REFUND	\$500.00
AMERICAN STATE BANK	FED/FICA TAX	\$9,071.57
AMERICAN STATE BANK	GAS LOAN	\$26,337.15
ANALYTICAL & CONSULTING	COMPLIANCE TESTING	\$1,299.12
BATES, BETHANY	UTILITY DEPOSIT REFUND	\$225.00
BOMGAARS	SUPPLIES	\$70.64
BORDER STATES INDUSTRIES, INC.	LED LIGHT, CONNECTOR, SAFETY SHIRTS	\$1,964.05
CENTURY BUSINESS PRODUCTS	COPIER FEES	\$58.33
CERTIFIED TESTING SERVICES	10TH AVE & JEFFERSON INTERSECTION	\$213.75
CITY OF ALTON	ELECTRIC REBATE	\$162.30
CITY OF ORANGE CITY	CONTRACTS	\$46,765.75
CLAYTON ENERGY CORPORATION	GAS RESERVATION	\$3,038.23
CLAYTON ENERGY CORPORATION	GAS COMMODITY	\$2,642.23
COMMUNITY INS	WORK COMP & GENERAL LIABILITY AUDIT	\$936.00
CONNECTIONS INC	EMPLOYEE ASSISTANCE PROGRAM	\$81.27
DEARBORN LIFE INS CO	GROUP INSURANCE	\$3,032.48
DEJONG, KYLE	UTILITY DEPOSIT REFUND	\$300.00
DEWILD GRANT RECKERT & ASSOC	FIRE STATION DEVELOPMENT	\$3,390.74
EASTMAN, PAMELA	UTILITY DEPOSIT REFUND	\$81.87
ECHO GROUP INC	BALLAST & BULBS - BALL FIELDS	\$1,297.19
EMERGENCY APPARATUS MAINT	TRUCK TESTING & CERTIFICATION	\$1,669.27
FOREMAN TIRE SERVICE	TIRE REPAIR	\$55.62
FRANSYL EQUIPMENT CO., INC.	TRUCK REPAIRS	\$3,097.03
HAWKE & CO AG SERVICES	ELECTRIC REBATE	\$2,955.00
HAWKINS WATER TREATMENT GROUP	CHEMICALS	\$532.94
HARALD, JIM	UTILITY DEPOSIT REFUND	\$175.00

IOWA DEPT OF NATURAL RESOURCES	ANNUAL WATER SUPPLY FEE	\$141.99
IOWA ONE CALL	LOCATES	\$45.90
IOWA STATE TREASURER	STATE TAX	\$1,395.00
IPERS COLLECTIONS	IPERS	\$6,107.94
JANITOR'S CLOSET	PAPER TOWELS	\$61.39
JELLEMA CONSTRUCTION	10TH ST & 3RD AVE REPAIRS	\$2,289.00
KLAY, VELDHIJZEN,BINDNER,DEJONG	LEGAL FEES	\$281.25
KOELE, WHITNEY	UTILITY DEPOSIT REFUND	\$275.00
KOLLER, PAULA	UTILITY DEPOSIT REFUND	\$100.00
LYNN, RAY	UTILITY DEPOSIT REFUND	\$350.00
MACQUEEN EQUIPMENT	EQUIPMENT TEST/CERTIFICATION	\$1,127.60
MCPIKE, JARED	UTILITY DEPOSIT REFUND	\$250.00
MID SIOUX OPPORTUNITY	PROJECT SHARE	\$100.00
MIDAMERICAN ENERGY	STREETLIGHTS	\$247.31
MIKES WELDING & REPAIR	FACILITY, SUPPLIES	\$231.00
MISSOURI RIVER ENERGY SERVICES	ELECTRIC	\$44,436.06
MUNICIPAL UTIL-BILLS	UTILITIES	\$1,885.14
NEAL CHASE LUMBER CO	SUPPLIES, BLADE, SEALANT, PUMP, HOSE	\$1,174.39
NOTEBOOM ELECTRIC	BOX COVER	\$58.53
ORANGE CITY MUNICIPAL UTILITIES	BULK WATER	\$10,395.48
DALE OLTMANS	SIDEWALK REPLACEMENT PROGRAM	\$370.00
ORANGE CITY SANITATION	GARBAGE HAULING	\$7,055.30
PAYROLL	PAYROLL 06/30/2021	\$29,987.28
PEFA, INC	GAS COMMODITY	\$2,127.87
PENNY, RYAN	UTILITY DEPOSIT REFUND	\$300.00
RANDY'S IRON WORKS INC	HOSES & FITTINGS	\$1,491.85
RICE, CAROL	UTILITY DEPOSIT REFUND	\$100.00
SIOUX COMMERCIAL SWEEPING INC	CRACK SEALING, STRIPING, CONCRETE RAISING	\$42,002.97
SIOUXLAND PRESS	PUBLICATIONS	\$723.25
SPIREWORKS CREATIVE	WEBSITE UPDATES	\$37.50
STOLL, RYAN	UTILITY DEPOSIT REFUND	\$225.00
TOWN & COUNTRY IMPLEMENT	HOSES, TRUCK REPAIRS	\$550.49
TREASURER - STATE OF IOWA	WATER EXCISE TAX	\$1,766.00
TREASURER - STATE OF IOWA	SALES TAX	\$2,453.00
U. S. POSTMASTER	POSTAGE	\$500.00
USA BLUE BOOK	PRESSURE GAUGE	\$78.30
UTILITY EQUIPMENT CO.	COUPLINGS	\$1,124.50
VERIZON	CELL PHONES	\$276.87
VISA	SUPPLIES, TRAINING, TEST EQUIPMENT	\$2,565.74
VISSER BROTHERS	AC REPAIRS - LIBRARY	\$574.00
WELLMARK BLUE CROSS/BLUE SHIEL	GROUP INSURANCE	\$10,744.30
WESCO DISTRIBUTION, INC.	TRANSFORMER	\$6,691.89
WEST IOWA TELEPHONE	TELEPHONE, FAX, INTERNET	\$857.34
	TOTAL ACCOUNTS PAYABLE	\$299,258.92

CURB REPLACEMENT: Cindy Glanz, John Glanz, and Val Plagge addressed the Council concerning the curb and gutter in front of their driveways. The curb and gutter are leaning into the driveway but the water flow down the street has been unaffected, however the homeowners say the driveways are too steep.

Plathe, Mulder and Oltmans along with Bruce Jellema and DGR Engineer Dan Van Schepen have inspected the property. Jellema believes he can help correct the problem. Plathe informed the Council the problem seems to stem from the steep driveway pulling away from the house and pushing on the curb. The driveway would need to be separated to help alleviate some of the stress of the weight. Discussion was held on curb and gutter being the responsibility of the homeowner and setting a precedence. Council directed staff to get an estimate from Jellema and further discussion will be held at the next council meeting.

Glanz, Glanz and Plagge left the meeting at 6:10 PM.

HABITAT FOR HUMANITY: Anne Holmes and Kurt Franje with Habitat for Humanity spoke to the Council about their organization and the possibility constructing a second home in Alton in 2022. Holmes presented a letter from Habitat for Humanity with requests. Habitat is requesting that the City donate a lot on Park Street, along with an \$8,000 cash donation towards construction of a double car garage, trimming or removal of trees, and removal of existing driveway approaches replacing them with curb and gutter.

The Council informed Holmes and Franje it was the intent of the Council to help ensure the project was a success in Alton.

Holmes and Franje left the meeting at 6:20 PM.

Motion by Jorgensen and second by Vander Pol to approve the requests from Habitat for Humanity outlined in the letter. Ayes 5

FUND TRANSFERS: Oltmans reviewed the annual budgeted transfers.

RESOLUTION 21-33 “A RESOLUTION OF THE CITY COUNCIL OF ALTON, IOWA MAKING BUDGETED TRANSFER OF FUNDS FROM THE GENERAL FUND, RUT FUND, AND THE UTILITY FUNDS TO CAPITAL PROJECT FUNDS” was introduced and moved for adoption by Council Member Vander Pol. Krull seconded the motion to adopt.

On roll call vote:

Ayes: Vander Pol, Krull, Plathe, Jorgensen, Mulder

Nays: None

Whereupon the Mayor declared the Resolution duly adopted

CITY PROPERTY: Oltmans spoke to the Council about an access easement for a property which the City owns on 3rd Avenue, adjacent to the current Post Office. The City attorney prepared an amended traffic access easement for the property. The amendment would reduce the size of the easement allowing for a larger building to be built on the City owned lot if someone was interested. The current adjacent property owner is agreeable to the amendment of the easement.

Motion by Jorgensen and second by Mulder to approve amending the vehicular traffic easement of Lots 1 and 2, Except the North 26 feet of said Lots, Block 14, Original Plat, in the Incorporated City of Alton Iowa. Ayes 5

LIQUOR LICENSE: Casey's General Store has submitted a liquor license application.

Motion by Jorgensen and second by Krull to approve Casey's General Store Class E Liquor License permit with Class B Wine, Class C Beer and Sunday Sales. Ayes 5

PARKS: Oltmans presented the Council with quotes from Kustom Painting and Meis Painting to paint the Bandshell.

Council discussed the similar quotes and wants to make sure the awarded quote can have the bandshell painted yet this year. Council directed staff to contact companies to verify availability. Once staff has verified availability the Council will decide at the meeting next week.

MAYOR APPOINTED COMMITTEES: Mayor and Oltmans reviewed current committees and boards with the Council and requested any recommendations to fill current vacancies. Council will review and contemplate potential candidates.

LIBRARY: Oltmans presented the Library's wages as proposed by the Library Board.

RESOLUTION 21-34 "A RESOLUTION OF THE CITY COUNCIL OF ALTON, IOWA, SETTING WAGES FOR LIBRARY EMPLOYEES FOR FISCAL YEAR 2021-2022" was introduced and moved for adoption by Council Member Jorgensen. Krull seconded the motion to adopt.

On roll call vote:

Ayes: Jorgensen, Krull, Vander Pol, Plathe, Mulder

Nays: None

Whereupon the Mayor declared the Resolution duly adopted

Oltmans also informed the Council of the deterioration to the retaining walls and parking lot of the Library which is 18 years old. It was the consensus of the Council to get bids from local contractors to repair both the parking lot and retaining walls.

Troy and Amanda Drey arrived at 6:36 PM.

COMMERCIAL ZONING: SPECIAL EXCEPTIONS: Troy and Amanda Drey purchased a building adjacent to their business on 10th St. and would like to renovate and live in the building. The property is currently zoned Commercial and does not allow for the main level to be a primary residence.

The Council discussed the possibilities of allowing a special exception to the zoning ordinance which would need to be presented to the Board of Adjustments on a case-by-case basis. The Council indicated that if any special exceptions were allowed, they want to require it to be owner occupied and not rentals.

Council has instructed Staff to speak to the Iowa League of Cities and would like an update at the special meeting next week.

Troy and Amanda Drey left the meeting at 6:44 PM.

FIRE STATION ADDITION PROJECT: Oltmans presented the Bid Tab Sheet prepared by CMBA, for the bid letting on the Fire Station Addition Project which was held at 2:00 PM July 13, 2021. Poppema-Sikma has the apparent low bid.

Mayor Vande Griend opened a public hearing for the Budget Amendment at 6:51 PM. No written or oral comments were received. Mayor Vande Griend closed the public hearing at 6:55 PM.

RESOLUTION 21-32 “RESOLUTION MAKING AWARD OF CONSTRUCTION BID FOR THE ALTON FIRE STATION ADDITION PROJECT” was introduced and moved for adoption by Council Member Jorgensen. Krull seconded the motion to adopt.

On roll call vote:

Ayes: Jorgensen, Krull, Vander Pol, Mulder

Nays: None

Abstain: Plathe

Whereupon the Mayor declared the Resolution duly adopted

CODE OF ORDINANCES: The Council continues to review the updated Code of Ordinances.

Oltmans informed the Council of the City of Orange City’s interest in changing their fireworks ordinance. Orange City would like to shorten the number of days it allows for discharging fireworks due to the number of complaints they have received. Oltmans informed the Council the City of Alton has not received any complaints this year. It was the consensus of the Council to take no action.

HUMAN DEVELOPMENT COMMITTEE: Vander Pol, representing the Human Development Committee, updated the Council on observed areas for improvement of the concession stand at the ball fields. Vander Pol highlighted both short term and long-term goals to update the concession stands to a more user-friendly condition. The Council agreed to participate with some of the short-term goals such as cabinets, countertops, and lighting. Discussion was held on having a day for parents to help clean up and paint the inside of the concession stands. Also discussed was using funds from AIM donations to help update the concession stands.

PUBLIC WORKS/UTILITY COMMITTEE: Oltmans informed the Council of a temporary water blow off valve that was being used to help prevent the drastic increase of water pressure that could damage water mains in town. The benefits of having a water blow off valve permanently in place was discussed. The Council instructed staff to get a quote for services for the City’s engineer to look at a permanent option.

PERSONNEL: Mulder and Oltmans updated the Council on employee reviews and gave recommendations for wages.

RESOLUTION 21-35 “A RESOLUTION OF THE CITY COUNCIL OF ALTON, IOWA, SETTING SALARIES AND WAGES FOR APPOINTED OFFICERS AND EMPLOYEES OF THE CITY FOR FISCAL YEAR 2021-2022” was introduced and moved for adoption by Council Member Jorgensen. Krull seconded the motion to adopt.

On roll call vote:

Ayes: Jorgensen, Krull, Plathe, Vander Pol, Mulder

Nays: None

Whereupon the Mayor declared the Resolution duly adopted

The Council also discussed the rates for additional compensation of staff when achieving and maintaining appropriate qualifications or certifications.

RESOLUTION 21-36 “A RESOLUTION OF THE CITY COUNCIL OF ALTON, IOWA, ADDING ADDITIONAL COMPENSATION FOR ACHIEVING AND MAINTAINING CERTIFICATIONS” was introduced and moved for adoption by Council Member Krull. Vander Pol seconded the motion to adopt.

On roll call vote:

Ayes: Krull, Vander Pol, Mulder, Jorgensen, Plathe

Nays: None

Whereupon the Mayor declared the Resolution duly adopted

Oltmans and Mulder also spoke to the Council about staffing. Staff and Council recognize the benefit of having an additional staff member hired and trained before Leonard Pottebaum retires in the coming years. It may be necessary to hire an individual and train them, as it is difficult to find Journeyman Electric Lineman applicants. Many neighboring communities have experienced this issue as well as losing linemen to Investor-Owned Utilities such as MidAmerican. Oltmans will investigate the necessary steps and prepare a plan of action for hiring and training.

OTHER BUSINESS: There will be a special meeting Tuesday July 20 to accept the 2021 Fire Station GO Bond.

Motion by Krull and second by Vander Pol to adjourn the meeting at 8:15 PM. Ayes 5

Mayor
Dan Vande Griend

City Clerk/Administrator
Dale Oltmans

June Revenue

General Fund	\$28,606.22
RUT Fund	\$15,808.08
Employee Benefits Fund	\$924.74
Local Option Fund	\$15,638.18
TIF – Global Fund	\$22,671.79
TIF – FVM2 Phase 1 Fund	\$17.00
Debt Service Fund	\$7,053.63

Capital Equipment Fund	\$22.48
Capital Parks & Trails	\$13.09
Water Fund	\$27,915.85
Sewer Fund	\$25,830.03
Electric Fund	\$69,524.91
Gas Fund	\$31,338.81
Storm Water Fund	\$2,638.20
Total Receipts	\$248,003.01