

**SPENCER CITY COUNCIL MEETING  
MARCH 19, 2018  
SPENCER, IOWA**

The City Council of the City of Spencer, Iowa, met on the 19th day of March, 2018, at 6:30 o'clock P.M., in regular session in the Council Chambers, City Hall, Spencer, Iowa, pursuant to law, to adjournment and to the rules of said Council.

The meeting was called to order by Mayor Kevin Robinson, in the Chair and the roll being called, the following Council Members were present:

Present: Petska, Orrison, Bomgaars, Jacobsen, Hanson, Prentice, Moriarty  
Absent: None

It was moved by Council Member Prentice, seconded by Council Member Bomgaars to approve items on the consent agenda, as follows:

Approve Minutes of March 5, 2018;

Class C Liquor with Sunday Sales for Beer 30 & Class C Liquor with Sunday Sales and Outdoor Service for Spencer Golf & Country Club;

**RESOLUTION 5755: RESOLUTION SETTING A DATE OF MEETING AT WHICH IT IS PROPOSED TO APPROVE A DEVELOPMENT AGREEMENT WITH THE WILLIAM J. MULLER REVOCABLE TRUST, INCLUDING ANNUAL APPROPRIATION LOCAL OPTION SALES AND SERVICES TAX INCREMENT PAYMENTS;**

**RESOLUTION 5756: RESOLUTION SETTING A DATE OF MEETING AT WHICH IT IS PROPOSED TO APPROVE A DEVELOPMENT AGREEMENT WITH ESC, LLC, INCLUDING ANNUAL APPROPRIATION TAX INCREMENT PAYMENTS;**

Approve purchase of Dry Prime Pump Equipment for Waste Treatment Plant from Water Management Systems, Minnetonka, Minnesota for \$14,848.00 (CIP Item);

**RESOLUTION 5757: RESOLUTION TO PROVIDE FOR A NOTICE OF HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE 2018 HMA OVERLAY PROJECT #1, AND THE TAKING OF BIDS THEREFOR (HEARING DATE 4/16/18 AND LETTING DATE 4/13/18);**

The Mayor put the question upon the motion, and the roll being called, the vote thereon was as follows:

Ayes: Petska, Orrison, Bomgaars, Jacobsen, Hanson, Prentice, Moriarty  
Nays: None

Whereupon, the Mayor declared the motion carried

After due consideration and discussion, Council Member Hanson introduced the resolution next hereinafter set out and moved its adoption, seconded by Council Member Moriarty. The Mayor put the question upon the adoption of said resolution, and the roll being called, the following Council Members voted:

Ayes: Petska, Orrison, Bomgaars, Jacobsen, Hanson, Prentice, Moriarty

Nays: None

Whereupon, the Mayor declared the resolution duly adopted and signed approval thereto.

**RESOLUTION NO. 5758: RESOLUTON APPROVING CONTRACT AND PERFORMANCE AND/OR PAYMENT BONDS FOR THE 2018 11<sup>TH</sup> AVE. SW SEWER EXTENSION PROJECT:**

It was moved by Council Member Hanson, seconded by Council Member Petska to approve Grant of Permanent Sanitary Sewer Easement and Temporary Construction Easement with Green and Yellow LLC. The motion was declared carried when all Council Members present voted aye on voice call vote.

It was moved by Council Member Orrison, seconded by Council Member Bomgaars to approve Grant of Permanent Sanitary Sewer Easement and Temporary Construction Easement with Hoover-Warntjes, Inc.. The motion was declared carried when all Council Members present voted aye on voice call vote.

It was moved by Council Member Jacobsen, seconded by Council Member Orrison to approve Grant of Permanent Sanitary Sewer Easement and Temporary Construction Easement with Shawn L. Morton and Sara A. Morton. The motion was declared carried when all Council Members present voted aye on voice call vote.

It was moved by Council Member Prentice, seconded by Council Member Moriarty to approve Grant of Permanent Sanitary Sewer Easement and Temporary Construction Easement with Christopher E. Seversen. The motion was declared carried when all Council Members present voted aye on voice call vote.

It was moved by Council Member Petska, seconded by Council Member Orrison to approve Property & Casualty Insurance Renewal with ICAP, effective 4/1/2018, for \$182,596.63. The motion was declared carried when all Council Members present voted aye on voice call vote.

It was moved by Council Member Hanson, seconded by Council Member Orrison to approve Covenants Estoppel Certificate for Lot 1 in Re Plat of Lot 8 and Out Lot C, Green Industrial Center First Addition, leased to Pioneer. The motion was declared carried when all Council Members present voted aye on voice call vote.

It was moved by Council Member Jacobsen, seconded by Council Member Bomgaars to Approve Preliminary Plat for the Replat of Lot 27, Spencer Municipal Utilities Addition. The motion was declared carried when all Council Members present voted aye on voice call vote.

It was moved by Council Member Moriarty, seconded by Council Member Petska to approve License Agreement with Wal-Mart to accommodate placement of public glass & recycling containers at the Spencer Wal-Mart Store parking lot. The motion was declared carried when all Council Members present voted aye on voice call vote.

**Engineer's Reports:**

**City Manager's Report:**

**Mayor's Report**

**Council/Committee Reports and Upcoming Events:**

Committee of the Whole, 3/26/2018, 5:30 P.M. for Goals Discussion;

-Committee of the Whole, 4/9/2018, 5:30 P.M. for City Manager On-Boarding/Evaluation (Closed Session);

-Progress & Development Committee, 4/24/2018, 6:00 P.M. for Riverfront Discussion & Electrical Board recommendations;

It was moved by Council Member Prentice, seconded by Council Member Orrison to approve the Bills and Claims and Funds Transfers. The motion was declared carried when all Council Members present voted aye on voice call vote.

**Other Business:**

It was moved by Council Member Petska and seconded by Council Member Jacobsen to adjourn the meeting of the Spencer City Council at 6:56 o'clock P.M. The motion was declared carried when all Council Members present voted aye on voice call vote.

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Kevin Robinson, Mayor

ATTEST:

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Theresa E. Reardon, City Clerk

(SEAL)

Minutes are subject to approval by the Spencer City Council.

**Claims March 5, 2018**

<u>VENDOR SORT KEY</u>		<u>AMOUNT</u>
A & M Inc	laundry svce	113.40
A S C A P	radio lic fee	348.00
AED Superstore	aed pads	1,111.00
AFLAC	aflac insurance	1,084.30
Advanced Systems Inc	contract copirt 4/18-4/19	350.00
Alex Air Apparatus Inc	small gloves	94.36
Alpha Enterprises	ty 15/16 ssmid refund	268.15
Alpha Wireless	office radio base/battery handheld	583.00
Arnold Motor Supply	misc parts/supplies	197.63
Baker & Taylor	childrens/ya books	189.37
Barco Municipal Products Inc	object marker signs	223.90
Barker Lemar Engineering Consultant	10hr lf operator trng/fire mgt trng	3,542.00
Black Hills Energy	monthly utility charges	3,401.36
BlackStrap Inc	road salt	3,431.75
Bolton & Menk INC	pro svce-pederson pk ligh	4,404.31
Bomgaars	misc parts/supplies	1,567.65
Bubbles/Bee Kleen	2/21 station carpets-fd	37.15
Buxton Company	retail recruitment soluti	25,000.00
Clay County	mo share local opt sale t	13,929.69
Canon Financial Services LLC	copier contract-lib	172.00
Center Point Publishing	lp books	24.02
Christians Sheet Metal HVAC Inc	radiant heaters	4,285.00
Colonial Life Insurance	colonial life insurance	142.02
Conyn, John	em/ee apprec reimb	936.10
Copper Cottage	svce call-heater fan motor/hvac repair	4,314.53
Corn Belt Power Cooperative	2nd 1/2 property taxes	428.32
Crescent Electric	cable ties	74.29
Crysteel Truck Equipment	grab handlers u #15/svce body u #15	14,545.00
Culligan of Spencer	water-pd/ch	56.95
Department of Human Services	child support payments	981.68
Diamond Vogel Paint Center # 289	paint for containers	201.36
E M S Auto Parts/Emmertsburg Auto P	windshield washer solvent	13.74
Employee Benefit Systems	depend flex/vol life ins/midical flex/group ins flex	126,370.78
ESRI	software	250.00
Ecolab Pest Elimination	pest control	125.29
Farmers Bank	payroll taxes	33,546.23
Fareway Stores Inc #788	misc supplies	63.87
Fastenal Company	screws & nuts	37.42
Fleetpride	clutch assy u #22	593.54
Fox International Inc / NCI	tail lite	498.99

Franker, Jacob	travel voucher-fire schoo	246.78
Freeman, Larry	meal-caseys 2/21/18	6.48
GRAETTINGER HARDWARE	traction grips	119.96
Gale/Cengage Learning	lp books	220.42
Glens Sport Center	rear fenders u #423	107.54
Google Inc	gsuites 2/1-2/28/18	15.92
Graham Tire Center	tire repair u #805	51.00
Hagedorn Excavating Inc	snow hauling 2/24/18	460.00
Hallett Construction	ts bunker pad-glass	15,100.00
Hansons Plumbing & Heating	service calls	785.96
Harrison Truck Centers	nozzle u #807	5.84
Heiman Fire Equipment	pike pool	264.60
Henely, David & Kathy	sewer cleaning reimbusem	690.45
Hi-Way Truck Equipment	sealkit for plow u #26	249.84
Hollander, Dan	meal-caseys 2/21/18	6.48
I Wireless	2/22-3/21 mo chg-planning	43.49
ICMA Retirement Trust-457	icma	310.00
IPERS	IPERS	18,426.19
Impact Plastics Inc	casters/caster pads	969.45
Ingram Library Services	books	1,313.86
Iowa Department of Natural Resource	3 yr permit fee	350.00
Iowa GCSAA	gcsaa membership renew 4/	125.00
Iowa Lakes Electric Cooperative	1/1-2/1 mo chg	1,392.50
Iowa Law Enforcement Academy	city of academy certifica	25.00
Iowa State University	reg fee-klatt	25.00
Jacks Uniforms & Equipment	replacement uniform/supplies	327.82
Jacobson Homes Corp	semi annual pymt #14	7,965.46
Janitors Closet	cleaning supplies	126.77
Jerico Services Inc	calcuim chloride	9,864.25
Johnston Auto Stores	batteries/core returns	592.82
Joy, Tony	painting for remodel-lib	3,746.50
KAPCO Postal Pack & Ship	shipping	47.66
KW Electric Inc	outlets on leachate loado	182.23
Knight Protection Inc	yearly svce 2/24/18-2/24/	300.00
Kodiak America LLC	cutting edge snow blower	837.85
Kristat Auto Parts LLC	headlight switch u #866	15.89
Lube Tech	5w-30 oil/vehicle supplies	1,104.11
MUNICIPAL FIRE & POLICE	civil svce p/f	19,402.75
Mack, Amanda	mileage-ihgc mtg 2/15/18	207.10
Mar-Lin Business Supply	pens & post its	66.53
Maxyeild Cooperative	fuel/scale weight-ts	15,117.52
Menards -Spencer	misc parts/supplies	17.97
Muehlhausen, Mandie	employee appreciation rei	275.00
NSG LLC	icing sand	2,909.59
Napa Auto Parts	misc parts/supplies	475.28
Nielsen's Tire Company	tire repair u #827	45.00

Northwest Iowa League of Cities	nwia league-feb mtg-petsk	45.00
Northwest Printing Co	100 notice publid hrg pos	124.40
PFM Financial Advisors LLC	annual continuing disclos	2,000.00
Performance Car & Truck Acc	mudflaps u #15	74.10
Petty Cash - Mandie	postage	1.15
Pixler Electric	elect work/est - lib	296.25
Protech Electric Services Inc	pay est #4-pederson pk li	136,882.89
Ramaker & Associates Inc	cims training	262.50
Spencer Employee Assoc	sea dues	145.00
Sebco Books	books	389.75
Sherwin Williams	paint-clubhouse	131.30
Sioux City Truck Sales Inc	door strap u #809	21.83
Solutions Inc	datto backuo - mar 18	532.74
Southern Minnesota Inspection	hoist, jack, lift inspect	1,851.80
Spencer Area Jobs Trust	qhi - prentice	10,000.00
Spencer Auto Parts	misc parts/supplies	307.12
Spencer Community Schools	mo share local opt sale tax	34,824.22
Spencer Municipal Utilities	2/1-2/28 mo chg	3,477.92
Spencer Office Supplies	office supplies	101.40
State Steel of Spencer	snow plow repair	223.20
Treasurer State of Iowa	state withholding	7,615.00
TestAmerica Laboratories Inc	testing for leachate	34.00
The Des Moines Register	march 18 subscription	20.00
The Water Connection	water for office	6.50
US Cellular	2/16-3/15 mo chg	38.42
VISA (Admin)	google vault 1/1-1/31/18, office supplies	3,613.16
VISA (Fire)	school/lodging-klatt/meals	582.05
VISA (Library)	business meal/library materials	1,627.11
VISA (Police)	meeting meal-sneakys	9.75
Veolia Water North America	wwtp op match 2018	67,554.69
Veridian	replacement gear	2,000.00
Verizon Wireless	2/9-3/8 mo chg-pole camer	120.03
Wallace's Water Conditioning	water 2/8/18-lf	22.50
Weasy's Lounge & Grille	employee appreciation	288.90
Wex Bank-Wright Express FSC	fuel	183.30
**PAYROLL EXPENSES	2/19/2018 - 3/02/2018	181,376.29

===== FUND TOTALS =====

1	GENERAL FUND	249,059.14
45	LIBRARY RESERVE	3,746.50
61	ECONOMIC DEVELOPMENT	428.32
66	P.W. SINKING	14,415.00
90	QUALITY HSG INITIATIVE	10,000.00
92	TECHNOLOGY FUND	1,199.00
112	FICA/IPERS	15,509.71
115	GROUP INSURANCE	114,213.42

118	CS POLICE	11,077.22
120	CS FIRE	3,126.38
124	LOCAL OPTION	48,753.91
125	T.I.F.	7,965.46
127	SALES TAX TIF	25,000.00
162	SSMID	268.15
300	CAPITAL IMPROVEMENT	142,837.20
620	SEWER	69,206.22
660	AIRPORT ENTERPRISE	2,716.81
670	SOLID WASTE	49,636.07
673	LANDFILL	22,253.32
677	LF-COMP PLANNING	3,042.00
682	LANDFILL ENV MGMNT(EMS)	37.37
690	LF REGIONAL COLLECTION CN	55.17
745	GOLF COURSE ENTERPRISE	5,378.29
949	CENTRAL GRAGE	849.53
950	FUEL EQUIPMENT	8,488.09
	GRAND TOTAL:	809,262.28

**February 2018 Receipts**

**Month to Date  
Revenue**

001-GENERAL FUND	85,175.86
020-PROPERTY INSURANCE	1,129.31
040-CEMETERY RESERVE	11.73
041-RIVERSIDE COLUMARIUM	14.38
045-LIBRARY RESERVE	66.01
047-COMM CTR RES	54.53
049-DRUG EDUCATION	6.78
050-POLICE RESERVE	230.47
052-FIRE CAP IMPR	1,864.75
053-CAPITAL IMPR	76,842.55
054-STR IMP RESERVE	908.42
056-PARK RESERVE	296.39
060-RC SRTS/SIDEWALK RESE	354.03
061-ECONOMIC DEVELOPMENT	883.24
062-SHINE LOAN	4,197.26
063-RENAISSANCE INITIATIV	23.69
064-CABLE TV	86.33
065-BRIDGE RESERVE	57.55
066-P.W. SINKING	716.33
068-CITY HALL RESERVE	113.66
070-ST WATER DIST #1	1,875.29
080-STORM SWR RESERVE	1,163.38
085-RST CASH-HOTEL/MOTEL	312.30
087-RST CASH-SPENCER CARE	104.95

089-EMERGENCY FUND	425.35
090-QUALITY HSG INITIATIV	106.88
092-TECHNOLOGY FUND	143.29
093-ACCRUED BENEFITS	126.95
110-ROAD USE TAX	157,933.06
113-WORK COMP	1,315.98
114-UNEMPLOYMENT	220.35
115-GROUP INSURANCE	44,379.94
117-CS EXPENSE	54.85
118-CS POLICE	2,050.13
119-POLICE SPECIAL PROCEE	27.08
120-CS FIRE	560.01
122-TREES FOREVER	0.84
124-LOCAL OPTION	210.16
125-T.I.F.	7,649.54
127-SALES TAX TIF	106.28
162-SSMID	1,278.18
200-DEBT SERVICE	19,649.43
300-CAPITAL IMPROVEMENT	188,791.69
501-RIVERSIDE TRUST	17.77
502-COLUMBARIUM VAULT	4.23
503-NORTHLAWN PERP CARE	60.94
504-GRIFFIN TRUST	53.32
505-LEACH TRUST	16.08
600-ENTERPRISE CAPITAL IM	42,833.00
615-WTP RESERVE	1,441.47
620-SEWER	164,196.79
625-SAN SEWER RESERVE	856.15
630-CSI RESERVE	67,038.44
635-SEWER REV BND SKG FUN	91.40
660-AIRPORT ENTERPRISE	6,428.85
661-AIRPORT RESERVE	443.13
670-SOLID WASTE	174,525.11
671-SOLID WASTE RESERVE	837.53
672-SW TRNS ST CLOSURE	14.38
673-LANDFILL	187,604.68
674-LANDFILL RESERVES	1,316.57
677-LF-COMP PLANNING	8,959.59
678-LF ENVT PROTECTION	4,321.04
679-LF POST CLOSURE	1,563.70
680-LANDFILL CLOSURE FUND	827.74
682-LANDFILL ENV MGMNT(EM	9,320.02
685-LANDFILL CELL CONST R	681.32
690-LF REGIONAL COLLECTIO	258.05
745-GOLF COURSE ENTERPRIS	446.62
949-CENTRAL GRAGE	15.00



950-FUEL EQUIPMENT

2,902.24

GRAND TOTAL REVENUES

1,278,594.34