

**SPENCER CITY COUNCIL MEETING  
July 2, 2018  
SPENCER, IOWA**

The City Council of the City of Spencer, Iowa, met on the 2<sup>nd</sup> day of July, 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, Bomgaars, Jacobsen, Hanson, Prentice, Moriarty

Absent: Orrison

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

Approve Minutes of June 18, 2018;

Licenses; Class C Liquor License, with Sunday Sales for **Liberty Lanes**; Class C Liquor License, Class B Wine Permit, Catering Privilege and Outdoor Service for **The Bear Coffeehouse and Wine Bar and Gary's on the River**; Class E Liquor, Class B Native Wine, Class C Beer and Sunday Sales for **Casey's #2902**; Class E Liquor, Class B Native Wine, Class C Beer and Sunday Sales for **Casey's #2877**; and Class E Liquor, Class B Wine, Class C Beer and Sunday Sales and Ownership Update for **Wal-Mart #2714**; all subject to final approval by Iowa Alcoholic Beverages Division;

**RESOLUTION NO. 5801 Resolution setting the date for a public hearing on proposal to enter into a General Obligation Urban Renewal Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$2,000,000 (hearing 08/06/2018)**

Authorize Application for REAP Grant for DeWolf Park Improvements;

Amendment and Extension to Contract for Sanitary Landfill Services with Clay County, with term continuing until June 30, 2019;

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

Ayes: Petska, Bomgaars, Hanson, Prentice, Moriarty

Nays: None

Abstain: Jacobsen

Whereupon, the Mayor declared the motion carried

Council Member Petska introduced and caused to be read the following resolution, and moved its adoption, seconded by Council Member Jacobsen; and after due consideration, thereof by the Council, the Mayor, put the question upon the motion, and the roll being called, the following named Council Members voted:

AYES: Petska, Bomgaars, Jacobsen, Hanson, Prentice, Moriarty

NAYS: None

Whereupon, the Mayor declared the motion duly carried and said Resolution adopted, as follows:

**RESOLUTION NO. 5802 AWARDING CONTRACT FOR THE IOWA GREAT LAKES TRAIL PROJECT, PHASE II (letting at IDOT 06/19/2018); \$1,692,190 Howery Construction**

Council Member Prentice introduced and caused to be read the following resolution, and moved its adoption, seconded by Council Member Bomgaars; and after due consideration,

thereof by the Council, the Mayor, put the question upon the motion, and the roll being called, the following named Council Members voted:

AYES: Petska, Bomgaars, Jacobsen, Hanson, Prentice, Moriarty  
NAYS: None

Thereupon, the resolution was declared adopted, as follows:

**RESOLUTION NO. 5803 RESOLUTION AUTHORIZING PERMANENT TRANSFER OF FUNDS AT 2017/2018 FISCAL YEAR END**

Council Member Bomgaars introduced and caused to be read the following resolution, and moved its adoption, seconded by Council Member Moriarty; and after due consideration, thereof by the Council, the Mayor, put the question upon the motion, and the roll being called, the following named Council Members voted:

AYES: Petska, Bomgaars, Jacobsen, Hanson, Prentice, Moriarty  
NAYS: None

Thereupon, the resolution was declared adopted, as follows:

**RESOLUTION NO. 5804 A RESOLUTION AMENDING THE CITY OF SPENCER EMPLOYEE HANDBOOK NON-COLLECTIVE BARGAINING SALARY MATRIX TO ADJUST POLICE INVESTIGATOR TO 2 POSITIONS AND PATROL OFFICER TO 12 POSITIONS;**

It was moved by Council Member Moriarty, seconded by Council Member Jacobsen to Approve proposal from CMBA Architects for Preliminary Design Work for Spencer City Hall Renovation and Addition for base fee of \$14,000. The motion was declared carried when all Council Members present voted aye on voice call vote.

Council Member Bomgaars introduced and caused to be read the following resolution, and moved its adoption, seconded by Council Member Petska; and after due consideration, thereof by the Council, the Mayor, put the question upon the motion, and the roll being called, the following named Council Members voted:

AYES: Petska, Bomgaars, Jacobsen, Hanson, Prentice, Moriarty  
NAYS: None

Thereupon, the resolution was declared adopted, as follows:

**RESOLUTION NO. 5805 A RESOLUTION ADOPTING A POLICY FOR THE PAYMENT OF INVOICES SUBJECT TO THE APPROVAL OF THE PARK BOARD, GOLF COURSE BOARD, AND AIRPORT BOARD.**

**Department Head Reports:**

Planning Department  
Library  
Fire  
Police  
Public Works  
Park & Recreation  
Golf  
City Attorney

**Engineer's Reports:**

**City Manager's Report:**

**Mayor's Report:**

It was moved by Council Member Hanson, seconded by Council Member Bomgaars to Approve Appointment of Connie Larson to the Civil Service Commission, term expires 04/01/2022. 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 Jacobsen to approve Appointments to City of Spencer Boards & Commissions, Treva Graves to Compensation Advisory Board, term expires 6/30/2021; Justin Thomas to Historical Preservation Commission, term expires 6/30/2020; Donna Goebel to Library Board of Trustees, term expires 6/30/2024; Abby Weber to Park Board, term expires 6/30/2024; Dylan Dykstra to Planning & Zoning Commission, term expires 6/30/2023; Brandon Meyer to Plumbing Board of Examiners, term expires 6/30/2022; Dave Cronk to Utilities Board of Trustees, term expires 6/30/2024. The motion was declared carried when all Council Members present voted aye on voice call vote.

### **Council/Committee Reports:**

It was moved by Council Member Prentice, seconded by Council Member Moriarty 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/Opportunity to Address the Council;**

It was moved by Council Member Petska and seconded by Council Member Jacobsen to adjourn the meeting of the Spencer City Council at 7: 36 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)

### **Claims July 2, 2018**

<u>VENDOR SORT KEY</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
A & M Inc	laundry svce	163.49
AFLAC	aflac insurance	1,961.67
AgSource Laboratories	pool water test	25.5
Alex Air Apparatus Inc	(2)thermal camera kit	2,580.00
Alpha Wireless	two way radio s#3751IUL030	545
Anderson, Chris	2018 boot allowance	60.98
Arch Chemicals Inc	pool chemicals/supplies/parts	792.29
Arnold Motor Supply	misc parts/supplies	341.57
Atlantic Coca-Cola	concession supplies	123.85
Baker & Taylor	ya books	54.74
Barco Municipal Products Inc	traffic cones	586
Behrends, Scott	annual cell phone allowance	300
Black Hills Energy	5/11-6/12 mo chg	11.9
Bomgaars	misc parts/supplies	907.4
Breidinger, Mary Beth	wellness reimbursement	69.95
Bryan Rock Products Inc	finance charge park	17.48

Bubbles/Bee Kleen	carpet cleaning 6/13/18	36.7
C & D Refrigeration Co	bracket/freon/mat/labor-i	1,130.00
Carroll Construction Supply	rebar/trailer repair	85.64
Clay County Auditor	monthly jail pymt/share local opt sale tax	18,359.64
Clay County Regional Event Center	monthly contribution	3,333.37
Clay County Sherriffs Office	garnishment	34.86
Coffman's Locksmith Shop	keys	133
Colonial Life Insurance	colonial life insurance	284.04
Consumer Lumber Company	lumber picnic table repair	1,604.68
Cooperative Energy Company	fuel	3,238.18
Crescent Electric	misc electrical supplies	180.91
Culligan of Spencer	cooler water	51
Department of Human Services	child support payments	981.68
Dude Solutions Inc	7/1/18 - 6/30/19 annual fe	4,553.33
Duhn, Chuck	annual cell phone allowance	300
E M S Auto Parts/Emmetsburg Auto P	oil filter & oil u #867	16.92
Emmetsburg Swanson Hardware	batteries	21.97
Employee Benefit Services	depend flex/vol life ins/midical flex/group ins flex	139,943.10
Fareway Stores #849- Emmetsburg	office supplies	16.37
Fareway Stores Inc #788	break rm supplies	74.94
Farmers Trust & Savings Bank	payroll taxes	42,730.62
Fastenal Company	misc parts/supplies	143.48
Fleetpride	misc parts/supplies	152.8
Fox International Inc / NCI	misc parts/supplies	2,022.47
Frontier Technology LLC	pole camera maintenance	916
GFOA	renewal weuve 7/1/18 - 6/3	190
Gale/Cengage Learning	lp books	194.93
Galens Pro Mow LLC	radiator/brushcutter/oil	846.67
General Traffic Controls	traffic lite repairs	2,920.57
Glander, Mark	annual cell phone allowance	300
Graettinger Hardware	misc tools	323.66
Hamrick, Tim	annual cell phone allowance	300
Hansons Plumbing & Heating	svce calls	417.8
Heller Enterprise LLC DBA Northwest	grand irrigation	6,087.42
Hemphill Law Office PLC	3rd qtr retainer	1,875.00
Herbold, Kent	annual cell phone allowance	300
HueLife, LLC	onboarding & reviews-city	1,650.38
Hulstein Excavating Inc	pay est #2 - 2018 4th ave	243,845.52
I Wireless	6/22 - 7/21 mo chg	43.49
ICMA Retirement Trust - 457	icma	360
IMWCA	work comp premium fy 18-19	230,155.00
IPERS	ipers	55,336.62
Ingram Library Services	adult books	983.96
Iowa Department of Natural Resource	construction permit-18 e 4	100
Iowa Department of Transportation	grass sign stakes	81.5
Iowa Lakes Electric Cooperative	mo chgs	452
Iowa League of Cities	annual dues 2018/19	4,607.00
Iowa Municipal Finance Offers Assoc	imfoa certification renew-	50
Janitors Closet	bathroom supplies	129.48
Johnson, Keith	6/4-6/6 fire dept trng-fuel/meals	64.22
Johnston AutoStores	battery	138.87
Junior Library Guild	childrens non fiction book	2,747.10
KAPCO Postal Pack & Ship	postage package-northway	58.76
KUYY-FM	ads for golf may 2018	338
Keystone Laboratories Inc	leachate/groud water testing	5,448.78
Kimball Midwest	hand cleaner	31.8
Knight Protection Inc	sec system 6/16/18-6/15/19	300

Koenig Portable Toilets	portal rental	1835
Lawn Care Barber	mowing 810 e 11th st 6/13/	247.5
Leading Edge Aviation	June 18 mgmt fees	3,104.17
Lube Tech	tractor fluid & oil	706.06
MT Calf Ranch Inc	gas tank 500 gal	1,500.00
Mack, Amanda	annual cell phone allowance	600
Mar-Lin Business Supply	office supplies	185.19
Maxyeild Cooperative-Acct 4529	fuel	3,361.55
McClure Engineering Co	eng svce 4/29-5/26/18 grea	440
Menards -Spencer	misc parts/supplies	613.58
Michael Todd & Co	misc parts/supplies	1,148.10
MichaelSon Inc	crushed concrete	891.42
Mid Country Machinery Inc	skid shoe & bolt u #427	139.91
Mid Iowa Sales	auto wash soap	16
Midwestern Mechanical of Iowa Inc	12 lf washers/back flow valve inspection	363.4
Midwestern Mechanical-Fire Protecti	annual sprinkler sys inspe	400
Miller, Lee & Brenda	ty 16/17 ssmid p#963607388	125.63
Mohr, Brian	annual cell phone allowance	300
Municipal Fire & Police Retirement	civil svce p/f	59,554.64
Napa Auto Parts	misc parts/supplies	147.69
Nelson Hearing Aid Service	hearing screen	25
Nielsen's Tire Company	tire svce	55
Norgaard Sand & Gravel	trail repair	186.84
Northern Lights Food Service	concession supplies/food	2,843.84
Northwest Glass Co Inc	clear tempered insulated g	304
Northwest Iowa League of Cities	lague dinner robinson/weuv	45
Northwest Iowa Planning & Developme	fy 2019 dues/plan it subscript fy 19/srts 3rd & 4th	8,204.00
Noteboom Implement LLC	misc parts/supplies	110.63
OEL Construction Services Inc	pay est #2 18th spencer tr	87,740.87
Old Dutch Foods Inc	concession supplies	60.9
Payroll Expenses	6/19/2018 - 7/02/2018	209,989.05
PFM Financial Advisors LLC	annual retainer/2018 srf services	14,500.00
People for Pets	june 18 monthly agreement	400
Petty Cash-Spencer Municipal Golf C	reimburse checkbook 6-20-1	3,154.49
Police Legal Sciences	renew legal update trng yr	2,040.00
Poulsen, Craig	annual cell phone allowance	300
Quality Flow Systems Inc	control panels	25,365.00
Quill Corporation	office supplies	319.08
SCT Costume Shop	reflections @ riverside /f	125
Safelite Auto Glass	window repair u #125	150
Schooley, Jim	ty 16/17 ssmid p#963607383	52.29
Speed Printers	forms	364
Spencer Auto Parts	misc parts/supplies	298.09
Spencer Community Schools	mo share local opt sales t	40,690.68
Spencer Employess Association.	sea dues	280
Spencer Family YMCA	2018 playgorund program	9,766.00
Spencer Little League Association	2018 annual reimb groundsk	2,000.00
Spencer Municipal Utilities	mo chgs	38,951.70
Spencer Office Supplies	office supplies	1,052.46
Spencer Radio Group	ads	725
Spencer Ready Mix	trail repair	777
Spencer SIGns	sign repair	35
Spencer Trophy & Awards	magnetic badge	23.8
State Steel of Spencer	trail repair	12
Studio Three O Nine	sitting fee-city council	70
TMT LLC	srts imp 804 2nd ave se	650

The American Bottling Company	soda	258
The Des Moines Register	7/1-7/31 mo chg	20
The Water Connection	case water	40.8
Thiesen, Andy	sidewalk reimb-1814 & 1820	791
Tiger Pride Lawn Care	lawn svce-6/13 spencer s/b	561.97
Toft Electric	wire - ice machine	428.82
Treasurer, State of Iowa	stae withholding	26,419.00
Tri Electronics Inc	6 new pagers	528
Turfnet	membership renewal-smgc	195
US Cellular	mo chgs	762.85
Van-Wall Equipment Inc	diodes, zerk bolt	277.67
Veolia Water North America	wwtp op july 18	69,155.74
Verizon Wireless	6/9-7/8 mo chg -pd	120.03
Visa (Golf)	monthly credit card charges	522.87
VISA (Admin)	monthly credit card charges	2,700.51
VISA (Fire)	monthly credit card charges	277.94
VISA (Library)	monthly credit card charges	5,527.18
VISA (Police)	monthly credit card charges	2,767.72
Wex Bank-Wright Express FSC	fuel	23.72
White Glove Janitorial Services & B	janitorial supplies	219.55
White, Mark	annual cell phone allowance	300
Ziegler	generators/ac repairs	189,119.74
Zimco Supply	wetting agent	690

===== FUND TOTALS

1	GENERAL FUND	342,554.02
49	DRUG EDUCATION	2,390.00
60	SRTS RESERVE	791.00
85	HOTEL/MOTEL TAX	3,333.37
92	TECHNOLOGY FUND	4,553.33
112	FICA/IPERS	31,961.92
113	WORK COMP	230,155.00
115	GROUP INSURANCE	115,683.18
118	POLICE PENSION	34,145.46
120	FIRE PENSION	9,450.95
124	LOCAL OPTION SALES TAX	66,732.95
162	SSMID	177.92
200	DEBT SERVICE	36,000.00
300	CAPITAL IMPROVEMENT	340,776.39
600	ENTERPRISE CAPITAL IMPR	213,297.20
620	SANITARY SEWER	77,183.89
660	AIRPORT ENTERPRISE	4,252.36
670	SOLID WASTE	42,056.22
673	LANDFILL	31,236.75
682	ENVIRONMENTAL MANAGEMENT	30.00
690	REGIONAL COLLECTION CENTE	1,753.86
745	GOLF COURSE	29,116.07
949	CENTRAL GRAGE	988.88
	GRAND TOTAL:	1,618,620.72