

**SPENCER CITY COUNCIL MEETING**

**March 16, 2020**

**SPENCER, IOWA**

The City Council of the City of Spencer, Iowa, met on the 16<sup>th</sup> day of March, 2020, 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: Nelson, Orrison, Larsen, Wunschel, Hanson, Reit, Moriarty

Absent: None

Council Members Nelson & Orrison attended by phone, due to COVID 19 State Regulations. Council Member Nelson joined the meeting at 6:40 P.M.

The Proclamation for Natural Gas Utility Worker's Day for Black Hills Energy was tabled;

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

Approve City Council Minutes of March 2, 2020;

Approval of 3 Outdoor Service Extensions for Special Events for **5:13** on 6/13/2020, 6/20/2020 and 6/27/2020; Class C Liquor License with Outdoor Service and Sunday Sales and Ownership Update for **Weasy's Lounge & Grille**; and Class C Liquor License with Sunday Sales for **The Prime Rib**;

Award Quote for DeWolf Park Walkway Project to DeLoss Construction, Inc. for \$26,954.88 (CIP Project);

Approve Agreement with DeLoss Construction for Construction of DeWolf Park Dog Park Walkway Project;

**RESOLUTION NO. 6043.1 RESOLUTION ADOPTING FINAL ASSESSMENT SCHEDULE FOR THE NUISANCE ABATEMENT AND CONFIRMING AND LEVYING THE ASSESSMENTS (Snow Removal and Tree Trimming)**

Approve Del's Garden Center Inc. Maintenance Agreement for Maintenance of the Grand Avenue Boulevards;

**RESOLUTION NO. 6044 RESOLUTION AUTHORIZING PERMANENT TRANSFER OF FUNDS FOR CAPITAL PROJECTS**

Approve Setting Public Hearing for the City of Spencer Capital Improvement Plan for Fiscal Year 2021-2025 for April 6, 2020, 6:30 P.M.;

Approve Renewal of Property, Liability & Automobile Insurance with ICAP for 4/1/2020-3/31/2021 for \$195,958 less member dividend of \$12,654.10 for net renewal of \$183,303.90;

Approve Application for Assisted Firefighter Regional Grant for SCBA Units for Clay County Fire Departments;

Approve Solutions, Inc. Proposal for Datto System Off-Site System Back-up Services for three years at \$11,205 per year;

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

Ayes: Orrison, Larsen, Wunschel, Hanson, Reit, Moriarty

Nays: None

Whereupon the Mayor declared the motion duly carried.

The Mayor announced that this was the time and place set for public hearing on Fiscal Year 2020/2021 Budget for City of Spencer;

Written objections were filed by the following:

**None**

Oral objections were made by the following:

**None**

The Mayor announced the hearing closed.

Council Member Wunschel introduced and caused to be read the following resolution, and moved its adoption, seconded by Council Member Orrison; 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: Orrison, Larsen, Wunschel, Hanson, Reit, Moriarty

NAYS: None

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

**RESOLUTION NO. 6045 A RESOLUTION ADOPTING THE CITY OF SPENCER ANNUAL BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2021;**

It was moved by Council Member Reit, seconded by Council Member Wunschel to Approve Iowa Department of Transportation Federal Aid Agreement for Iowa Transportation Alternative Program (TAP) for the Construction of 4<sup>th</sup> Avenue S.W. Trail Project. The motion was declared carried when all Council Members present voted aye on voice call vote.

\*Council Member Nelson joined the meeting by phone at 6:40 P.M.

Following review of the bid received by Kruse, Cate & Nelson, Engineer, it was moved by Council Member Moriarty, seconded by Council Member Orrison to Table Action on Award of Bid for 2020 West 4<sup>th</sup> Street Underground Improvements Project to a Committee Meeting. The Mayor put the question upon the motion, and the roll being called, the vote thereon was as follows:

AYES: Nelson, Orrison, Larsen, Wunschel, Hanson, Moriarty  
 NAYS: Reit

The motion was declared carried.

It was moved by Council Member Reit, seconded by Council Member Larsen to Approve Change Order for Spencer City Hall Renovation Project for refund of scheduled value contingency allowance for a decrease of \$59,853.27. The motion was declared carried when all Council Members present voted aye on voice call vote.

Council Member Hanson introduced and caused to be read the following resolution, and moved its adoption, seconded by Council Member Orrison; 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: Nelson, Orrison, Larsen, Wunschel, Hanson, Reit, Moriarty  
 NAYS: None

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

**RESOLUTION NO. 6046 A RESOLUTION APPROVING AN AMENDMENT TO THE CLAY COUNTY TOURISM AGREEMENT BETWEEN THE CITY OF SPENCER, IOWA; CLAY COUNTY, IOWA; AND CLAY COUNTY HERITAGE.**

**Engineer’s Reports:**

**City Manager’s Report:** COVID 19 Updates

**Mayor’s Report:**

**Council Committee Reports:**

## Upcoming Meetings:

- Committee of the Whole, March 23, 2020, 5:30 P.M. (Meeting Postponed)
- Regular City Council Meeting, April 6, 2020, 6:30 P.M.

It was moved by Council Member Orrison, seconded by Council Member Hanson to approve the Bills and Claims. 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 Reit and seconded by Council Member Larson to adjourn the meeting of the Spencer City Council at 7:29 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 03/16/20**

<b>Vendor Name</b>	<b>Payable Description</b>	<b>Total Payments</b>
A & M Inc	laundry svce	55.00
A-1 Portables	porta rental	64.00
Airgas North Central	welding supplies	421.48
Alliant Energy/ILP	mo utility	321.93
Alpha Wireless Communications Co	2 way speaker	90.00
Animal Medical Center PC Hartley/Spencer	animal boarding/k9 checkup	1,357.02
Arnold Motor Supply LLP	misc parts/supplies	119.53
Asher Motor Company	mud flaps	88.30
Baker & Taylor	books	189.42
Bomgaars	misc parts/supplies	415.36
Bound Tree Medical LLC	ems/gloves	182.17
Campus Cleaners & Launderers	laundry svce	41.87
Canon Financial Services LLC	copier contract	172.46

Carl Zeiss Vision Inc	safety glasses	306.16
Central Iowa Distributing Inc	paper products	105.00
Central Payment	credit card processing	628.75
City Directory Inc	city directories	313.00
Clay County Abstract	418 2nd ave w sale of building abstract	375.00
Coffman Associates Airport Consultants	master plan project	49,594.60
Community Insurance	broker fee	1,000.00
Copper Cottage	boiler repair	200.00
Corn Belt Power Cooperative	property tax	564.67
Crescent Electric	lighting supplies	216.83
Cummins Sales and Service	svce call	644.37
Demco	book supplies	295.38
Diamond Vogel Paint Center # 289	painting	134.44
Don Pierson Ford	detailing	185.00
Don Seymour - Demo Arch	yellow flammable cabinet	300.00
Emagine	website design	2,700.00
Emmetsburg Reporter Democrat	advertising	796.25
Fareway Stores Inc #788	breakrm supplies	57.42
Fast Lane Auto Care	red thunder cleaner	84.92
Fastenal Company	misc parts/supplies	242.71
Feld Fire	pump	121.38
Fire Proof Plus Inc	fire extinguisher	230.00
Fire Service Training Bureau	ff1 test fee	50.00
Fleetpride	brake chamber	120.99
Fox International Inc / NCI	misc parts/supplies	6,210.69
Gale/Cengage Learning	books	194.93
Galens Pro Mow LLC	misc parts/supplies	408.78
Golden Horse LTD	books	25.67
Graettinger Hardware	antifreeze	27.98
Graettinger Market	distilled water	2.58
Graham Tire Center	tires/rims/mount tires	4,224.16
Hemphill Law Office PLC	legal fees	7,078.24
HLW Engineering Group	water testing	514.17
Holmes Lock & Safe Inc	remove/install digital locks	429.00
Ingram Library Services	books	1,970.54
Iowa Department of Revenue	monthly sales tax	10,223.00
Iowa Division of Labor	boiler safety inspection	40.00
Iowa Lakes Electric Cooperative	feb mo utility chg	1,251.00
Iowa Prison Industries	street name signs	2,328.00
Janitors Closet	misc supplies	442.05
JW Repair	regulator -torch	124.66
Karl Chevrolet	install car computers	5,318.74

Knight Protection Inc	fire alarm testing	250.00
Kruse, Cate & Nelson	eng svce thru 2/29/20	23,784.06
Lincoln Aquatics	pool vaccum	3,119.76
Loffler Companines Inc	copier maintenance	494.24
Mar-Lin Business Supply	office supplies	239.44
Maxyield Cooperative-Acct 4529	fuel/propane	2,817.33
McClure Engineering Co	pro svces	160.00
Menards -Spencer	misc parts/supplies	615.41
Michael Todd & Company	plow cutting edges	1,580.00
Mid States Builders Inc	pay est	33,234.61
Motion Picture Licensing Corporation	movie license	194.49
Napa Auto Parts	misc parts/supplies	694.63
New Century Press	advertising	74.26
Northwest Iowa League of Cities	nwilc-moriarity,weuve,robinson	45.00
Northwest Iowa Planning & Development Commission	3rd draw-shield safety program	3,500.00
Peterbilt of Sioux City	brake repair	235.60
Petty Cash - Library	replenish petty cash	19.79
Pitney Bowes Global Financial Services LLC	lease postage machine/supplies	587.22
Plumbing & Heating Wholesale Inc	caps pw plan tubes - maps	136.93
Raka	misc parts	369.28
Remillard Signs	signs	900.00
Ricks Pest Control	pest control	90.00
River Valley Telecommunications	phone/internet	86.66
Schoeneman Bros Company	misc parts	52.88
Shine Brothers Inc	process cardboard	12,807.00
Snap On Tools	t-handle wrench	18.17
Solutions Inc	monitors/dalto backup	1,116.52
Speed Printers Inc	forms. Signs, lic cards	283.80
Spencer Auto Parts	misc parts/supplies	183.02
Spencer Chamber of Commerce-SAABI	storefront initiative interest	8,000.00
Spencer Daily Reporter	ads, publications, legals	3,968.31
Spencer Municipal Utilities	lot 1 replat lot 10 grn ind/inc farm	15,973.48
Spencer Office Supplies	office furniture/supplies	7,116.48
Spencer Radio Group	advertising	1,745.60
SS Collision Cylce Works & Graphics	signage	66.00
Sta-Mel Enterprises Inc	road salt	1,914.43
State Historical Society	magazine subscription renewal	24.95
Tailored Graphics LLC	sleeve print	26.00
The Knox Company	key box	420.00
The Water Connection Inc	water	13.50
Thompson Innovation	door lock system	3,275.26
Toft Electric	svce call - outlet server rm	169.55

Truck Equipment Inc	solenoid water valve	91.56
United States Postal Service - Graettinger	annual fee po box fee	64.00
Unity Point Clinic-Occupational Medicine	emee drug testing	126.00
Veolia Water North America	wwtp operations-march/april	142,115.00
Wallace Water Conditioning	water	10.50
Werts Window and Awning Cleaning	window cleaning	350.00
Wex Bank-Wright Express FSC	fuel	61.75
White Glove Janitorial Services & Building Svces	cleaning svce	2,078.00
Woodman Controls Company	control valve actuators	414.00
	<b>Grand Total:</b>	<b>379,314.07</b>

**Fund Summary**

	<b>Payment Amount</b>
001 - GENERAL FUND	46,800.17
050 - POLICE RESERVE	5,318.74
061 - ECONOMIC DEVELOPMENT	24,756.90
115 - GROUP INSURANCE	1,000.00
117 - CIVIL SERVICE	3,306.51
300 - CAPITAL IMPROVEMENT	69,100.31
600 - ENTERPRISE CAPITAL IMPR	49,594.60
620 - SANITARY SEWER	149,124.47
660 - AIRPORT ENTERPRISE	68.32
670 - SOLID WASTE	26,178.72
673 - LANDFILL	4,572.79
678 - ENVIRONMENTAL PROTECTION	66.00
682 - ENVIRONMENTAL MANAGEMENT	576.00
745 - GOLF COURSE	182.38
949 - CENTRAL GRAGE	-1,360.16
950 - FUEL EQUIPMENT	28.32
<b>Grand Total:</b>	<b>379,314.07</b>

**February 2020 Receipts**

<b>Fund</b>	<b>Monthly Revenue Period Activity</b>
001 - GENERAL FUND	203,155.06
020 - PROPERTY INSURANCE	1,299.35
040 - CEMETERY RESERVE	1,742.61
041 - RIVERSIDE COLUMARIUM	20.39
045 - LIBRARY RESERVE	2,232.45
047 - COMMUNICATION CENTER RES	79.80
049 - DRUG EDUCATION	16.80
050 - POLICE RESERVE	6,151.61
052 - FIRE RESERVE	10,613.26

054 - STR IMP RESERVE	31,086.32
055 - SIDEWALK RESERVE	256.73
056 - PARK RESERVE	2,677.49
059 - TREES FOREVER	1.20
060 - SRTS RESERVE	9,883.84
061 - ECONOMIC DEVELOPMENT	1,354.33
062 - SHINE LOAN	76.43
063 - RENAISSANCE INITIATIVE	2,149.67
064 - CABLE TV	123.57
066 - PUBLIC WORKS EQUIPMENT	13,412.29
068 - CITY HALL RESERVE	2,740.29
070 - STORM WATER DIST #1	2,022.69
080 - STORM SEWER RESERVE	1,268.86
085 - HOTEL/MOTEL TAX	89,887.50
087 - SPENCER CARES	151.94
089 - EMERGENCY FUND	1,226.87
090 - QUALITY HSG INITIATIVE	622.18
092 - TECHNOLOGY FUND	5,365.90
093 - ACCRUED BENEFITS	185.53
110 - ROAD USE TAX	138,595.14
112 - FICA/IPERS	31,944.77
113 - WORK COMP	1,462.45
114 - UNEMPLOYMENT	238.26
115 - GROUP INSURANCE	54,453.56
117 - CIVIL SERVICE	78.65
118 - POLICE PENSION	2,411.79
119 - POLICE SPECIAL PROCEEDS	39.59
120 - FIRE PENSION	665.74
124 - LOCAL OPTION SALES TAX	139,832.86
125 - T.I.F.	11,621.25
127 - SALES TAX TIF	255.11
162 - SSMID	1,452.94
200 - DEBT SERVICE	5,954.29
300 - CAPITAL IMPROVEMENT	374,612.63
350 - CAPITAL IMP RESERVE	72,139.64
500 - PERPETUAL CARE	100.00
501 - RIVERSIDE TRUST	25.20
502 - COLUMBARIUM VAULT	6.00
503 - NORTHLAWN PERP CARE	89.98
504 - GRIFFIN TRUST	75.58
505 - LEACH TRUST	24.00
600 - ENTERPRISE CAPITAL IMPR	148,234.79
615 - WTP RESERVE	1,972.66
620 - SANITARY SEWER	187,514.67
625 - SANITARY SEWER RESERVE	829.77
630 - CSI RESERVE	78,813.40
635 - SEWER DEBT SINKING FUND	1,118.90
660 - AIRPORT ENTERPRISE	4,901.04
661 - AIRPORT RESERVE	690.60
670 - SOLID WASTE	182,217.82



671 - SOLID WASTE RESERVE	1,810.70
672 - TRANSFER STATION CLOSURE	21.17
673 - LANDFILL	122,740.11
674 - LANDFILL RESERVES	3,115.56
677 - LANDFILL PLANNING	391.10
678 - ENVIRONMENTAL PROTECTION	275.94
679 - LANDFILL POST CLOSURE	2,405.75
680 - LANDFILL CLOSURE	1,346.84
682 - ENVIRONMENTAL MANAGEMENT	337.53
685 - CELL CONSTRUCTION RESERVE	1,375.21
690 - REGIONAL COLLECTION CENTE	93.58
745 - GOLF COURSE	309.00
746 - GOLF COURSE RESERVE	1,666.66
949 - CENTRAL GRAGE	2,028.47
950 - FUEL EQUIPMENT	18,677.30
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	<b>1,988,772.96</b>