

**SPENCER CITY COUNCIL MEETING**

**April 6, 2020**

**SPENCER, IOWA**

The City Council of the City of Spencer, Iowa, met on the 6<sup>th</sup> day of April, 2020, at 5:30 o'clock P.M., in special session, pursuant to law, to adjournment and to the rules of said council, this was an electronic meeting, due to regulations, due to COVID 19.

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 (arrived at 6:58 P.M.), Reit, Moriarty

Absent: None

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

Approve City Council Minutes of March 16, 2020; March 18, 2020 Special Meeting and March 30, 2020 Special Meeting

Approval New Class C License with Brew Pub Privilege and Sunday Sales for **The Iowa Brewing Project Company**, 316 Grand Avenue, subject to final approval by Iowa Alcoholic Beverages Division;

Approve Implementation of Tyler Technologies Community Development, Parks & Recreation, Cashiering Point of Sale and On-Line Payments Modules from Tyler Technologies for a Total Cost of \$67,096;

Approve Implementation of Public Works Transfer Station [Lighting Upgrade](#) Project with Materials Purchased from The Retrofit Companies and Labor from Pixier Electric, for a total project cost of \$33,250; (CIP Project);

**RESOLUTION NO. 6048 RESOLUTION AUTHORIZING PERMANENT TRANSFER OF FUNDS OF BUDGETED TRANSFERS FOR MONTH ENDING MARCH 31, 2020;**

Approve VanHolland Lawn Service as a Subcontractor for 2019 4<sup>th</sup> Ave. SW Sidewalk Improvements Project;

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

Ayes: Nelson, Orrison, Larsen, Wunschel, 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 Capital Improvement Plan for Fiscal Year 2021 through Fiscal Year 2025;

Written comments were filed by the following:

**None**

Oral comments were made by the following:

**None**

The Mayor announced the hearing closed.

It was moved by Council Member Orrison, seconded by Council Member Reit to Approve City of Spencer Capital Improvement Plan for Fiscal Year 2021 through Fiscal Year 2025. After due consideration thereof by the City 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, Reit, Moriarty

Nays: None

Whereupon the Mayor declared the motion duly carried.

Council Member Orrison left the meeting.

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

NAYS: None

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

**RESOLUTION NO. 6049 A RESOLUTION CONCERNING THE SATISFACTION OF THE OBLIGATION OF THE SPENCER YOUTH BASEBALL AND SOFTBALL ASSOCIATIONS TO REIMBURSE THE CITY FOR A PORTION OF THE COST OF THE PEDERSEN PARK LIGHTING IMPROVEMENTS PROJECT;**

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

NAYS: None

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

**RESOLUTION NO. 6050 RESOLUTION APPROVING CONTRACT AND PERFORMANCE AND/OR PAYMENT BONDS FOR THE 2020 WEST 4TH STREET UNDERGROUND IMPROVEMENTS PROJECT**

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

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

**RESOLUTION NO. 6051 RESOLUTION AWARDED CONTRACT FOR 2020 INTAKE REPLACEMENT PROJECT (Jurgen's Construction LLC for \$47,634.00) (Quotation Project);**

It was moved by Council Member Nelson, seconded by Council Member Reit to Approve Purchase of Mini-Excavator from Bobcat for \$66,668.10 and Trailer from Kardell's for \$5704, for the Park and Cemetery Divisions (2021 CIP Item). After due consideration thereof by the City Council, the Mayor put the question upon the motion and the roll being called, the following named Council Members voted:

Ayes: Nelson, Larsen, Wunschel, Reit, Moriarty  
Nays: None

Whereupon the Mayor declared the motion duly carried.

It was moved by Council Member Moriarty, seconded by Council Member Reit to Approve Quote or \$54,000 from Turfwerks, Rainbird Distributor for Materials and Labor for Replacement of Electrical and Mechanical Components of Irrigation System at Spencer Municipal Golf Course, from Capital Reserve Fund. After due consideration thereof by the City Council, the Mayor put the question upon the motion and the roll being called, the following named Council Members voted:

Ayes: Nelson, Larsen, Wunschel, Reit, Moriarty  
Nays: None

Whereupon the Mayor declared the motion duly carried.

Council Member Hanson arrived at the meeting.

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

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

**RESOLUTION NO. 6052 A RESOLUTION CONFIRMING CITY OF SPENCER  
EMPLOYEE COMPENSATION DURING THE MONTH OF APRIL, 2020 (COVID 19);**

It was moved by Council Member Hanson, seconded by Council Member Reit to Approve 4 Subcontractors for 2020 West 4<sup>th</sup> Street Underground Improvements project: Vander Pol Excavating, LLC, VanHolland Lawn Service, Pixler Electric and Service Signing LC. After due consideration thereof by the City Council, the Mayor put the question upon the motion and the roll being called, the following named Council Members voted:

Ayes: Nelson, Larsen, Wunschel, Hanson, Reit, Moriarty  
Nays: None

Whereupon the Mayor declared the motion duly carried.

Council Member Orrison returned to the meeting.

**Department Head Reports**

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

**Engineer's Reports:**

**City Manager's Report:**

**Mayor's Report:**

**Council Committee Reports:**

Upcoming Meetings:

- Regular City Council Meeting, April 20, 2020, 6:30 P.M.
- Public Safety Committee Meeting to discuss ATV Licensing, April 13, 2020, 6:00 P.M.

It was moved by Council Member Reit, seconded by Council Member Orrison 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 Orrison, seconded by Council Member Wunschel to go into closed session under Iowa Code Section 21.5 (j) regarding purchase or sale of particular real estate. The motion was declared carried when all Council Members present voted aye on voice call vote.

Closed session began at 7:55 o'clock P.M.

The City Council Meeting returned to open session at 8:14 o'clock P.M.

It was moved by Council Member Reit and seconded by Council Member Wunschel to adjourn the meeting of the Spencer City Council at 8:14 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 04/6/20**

Vendor Name	Payable Description	Total Payments
A & M Inc	laundry svce	306.90
Advanced Network Professionals	laptop	1,362.90
AFLAC	aflac ins	1,780.27
Airgas North Central	welding matls/gloves	192.49
Albert Lea Auto Supply	misc parts/supplies	28.70

Alex Air Apparatus Inc	replacement ice commander suit	1,525.00
Alpha Wireless Communications Co	hand held radio	94.00
American Business Phones	phone system update/install	2,203.36
American Public Works Association	apwa membership	700.00
Arnold Motor Supply LLP	misc parts/supplies	881.43
Arts on Grand	2nd 1/2 annual support	6,850.00
Asher Motor Company	splash guards	27.70
Avera Medical Group Spencer	preemployment testing	186.00
Baker & Taylor	books	945.67
Barco Municipal Products Inc	st sign brackets	589.20
BD Construction Services LLC	stabilze river bank	2,676.36
Bedford technologies LLC	posts for park id signs	4,750.05
Black Hills Energy	mo utility chges	2,833.32
Bomgaars	misc parts/supplies	256.15
Book Look	books	493.69
Buds Service Inc	towing	400.00
CAASA	2nd 1/2 annual support	2,750.00
Campus Cleaners & Launderers	laundry svce	40.25
Careys Electronics	council system	925.84
Clay County Assessor	aerial photo for gis-co agmt	1,500.00
Clay County Auditor	mo share local opt sales tax/mo jail pymt	15,997.52
Clay County Convention & Visitors Bureau	2nd 1/2 annual support	15,000.00
Clay County Heritage Center	2nd 1/2 annual support	6,850.00
Clay County Regional Event Center	monthly contribution	3,333.33
Clay County Sherriffs Office	garnishment	113.29
CMBA Architects	pro svce	2,054.78
Colonial Life Insurance	colonial life insurance	265.28
Community Insurance	broker fee	1,000.00
Cooperative Energy Company	fuel	10,981.65
Crescent Electric	batteries	33.53
Crysteel Truck Equipment	plow frames	431.54
Culligan of Spencer	water	59.44
Custom Design Coatings LLC	media blasting / repainting benches, planters	28,300.00
Department of Human Services	child support payments	616.50
Diamond Vogel Paint Center # 289	paint	291.45
Dog Waste Depot	dog waste bags	289.65
Don Pierson Ford	vehicle repair	13,461.72
Ecolab Pest Elimination	pest control	125.29
Elliott Equipment Co	strip lock bolts-camera wheels	58.97
Emagine	website maintenance	112.50
Employee Benefit Services	mo group ins	121,178.61
Farmers Trust & Savings Bank	payroll taxes	34,192.14

Fastenal Company	misc parts/supplies	266.16
Feld Fire	truck repair/misc parts	452.77
Flagfest	annual support	3,000.00
Fox International Inc / NCI	misc parts/supplies	1,992.91
Gale/Cengage Learning	books	418.35
Galens Pro Mow LLC	sharpen chains/blades	7.00
General Traffic Controls Inc	trfc light controller/monitor	4,964.00
Gordon Fiesch Company Inc	plotter	6,920.86
Graettinger Market	misc supplies	9.49
Graham Tire Center	tires/mount/repair/rotation	536.30
Hansons Plumbing & Heating Inc	ejector repairs/parts	988.53
Hemphill Law Office PLC	retainer	2,500.00
Hotsy Equipment Co Inc	flexable spray wand	52.99
ICAP	icap liab ins	183,303.90
ICMA Retirement Trust - 457	icma	560.00
IMLA - International Municipal Lawyers Association	imla renewal	480.00
Ingram Library Services	books	75.28
Iowa Department of Agriculture	fuel meter renewal	36.00
Iowa Department of Natural Resources	storm water permit	183.00
Iowa Department of Revenue	march pr adj	0.17
Iowa Department of Transportation	10/1-12/31/19 quantity line	1,964.83
Iowa Lakes Corridor Development Corp	2nd 1/2 annual support	25,000.00
Iowa Outdoors	magazine subscription	15.00
Iowa Project Brewing LLC	sprinkler code review	500.00
Iowa Public Employees Retirement System	ipers	39,612.34
Jacks Uniforms & Equipment	ballistic shield light	653.41
Janitors Closet	misc supplies	621.53
Johnston AutoStores	misc parts/supplies	761.78
Keystone Laboratories Inc	leachate testing	4,441.58
Kimball Midwest	replace bushing	127.89
KLC LLC	radiator repair	325.00
Knight Protection Inc	alarm/fire alarm service	600.00
Koenig Portable Toilets	porta rental	1,356.00
Kristat Auto Parts LLC	misc parts/supplies	592.26
L P Gill Inc	tire disposal	2,352.24
Leading Edge Aviation	monthly management fees	3,104.17
Lube Tech	oil & anitfreeze	1,870.12
MacQueen Equipment	misc parts/supplies	1,573.82
Mar-Lin Business Supply	misc supplies	206.62
Maxyield Cooperative-Acct 4529	fuel	11,198.77
McClure Engineering Co	pro svce	12,420.00
Menards -Spencer	misc parts/supplies	1,180.72

MichaelSon Inc	crushed concrete	9,836.76
Municipal Fire & Police Retirement System of Iowa	civil svce/p&f	39,719.63
Murphy Tractor - Power Plan	ball joint for throttle cable	29.72
Napa Auto Parts	misc parts/supplies	701.63
Northwest Glass Co Inc	repair windows	745.00
OPG-3 Inc	annual maint	2,154.00
P & H Fixture & Cabinet Company	counter tops	734.74
Painting Plus LLC	painting	2,194.75
People for Pets	monthly agreement	600.00
Peterbilt of Sioux City	fuel filter	58.07
Petersen Manufacturing Company Inc	planter lines	6,210.00
Picrays Welding & Fabricating Inc	steel	158.11
Pitney Bowes Global Financial Services LLC	ink cartridge	113.04
Pixler Electric	belt replacement	186.60
Plumbing & Heating Wholesale Inc	ejector pit covers	50.81
Productivity Plus Account/Spencer Red Power	misc parts/supplies	52.40
Raka	misc parts/supplies	4,206.69
Regional Transit Authority	2nd 1/2 annual support	10,000.00
Ryan, Jill	shelter refund	15.00
Schoeneman Bros Company	misc supplies	18.67
Sewell, April	refund shelter	40.00
Shine Brothers Inc	expansion pymt	13,323.65
Shred-It c/o Stericycle Inc	doc shredding svce	329.93
Siouxlinks Golf Magazine LLC	subscription	250.00
Snap-on Industrial	t handle wrench	18.17
Solutions Inc	it svce	1,320.73
Spencer Alliance For a Creative Economy	public art support	3,000.00
Spencer Area Activity Center	2nd 1/2 annual support	5,000.00
Spencer Auto Parts	misc parts/supplies	512.17
Spencer Chamber of Commerce-SAABI	2nd 1/2 annual support	25,000.00
Spencer Community Schools	april 2 lost	34,785.48
Spencer Community Theatre	2nd 1/2 annual support	5,000.00
Spencer Daily Reporter	3 mo subscription	39.00
Spencer Employess Association.	sea dues	265.00
Spencer Fire Works	annual support	2,000.00
Spencer Industries Foundations Inc	2nd 1/2 annual support	5,000.00
Spencer Main Street	2nd 1/2 annual support	9,500.00
Spencer Municipal Hospital	employee pre-employ testing	541.04
Spencer Municipal Utilities	mo utility chges	3,366.65
Spencer NF	rebate payment	42,105.27
Spencer Office Supplies	misc supplies/furniture	1,001.09
Spencer Radio Group	advertising	294.00



Spencer Trophy & Awards	name plate	11.00
Sta-Mel Enterprises Inc	road salt	1,896.18
State of Iowa Treasurer	state withholding	14,690.83
State Steel of Spencer	park signs	150.90
Stockwell Engineers, Inc	park master plan	7,295.00
Sunset Law Enforcement	ammo	935.00
Swank Movie Licensing USA	movie license	520.00
The Boulder Company	plow bolts	31.75
The New York Times	newspaper subscription	520.00
The Retrofit Companies Inc	rcc disposal tvs & ewaste	3,549.85
Thompson Innovation	svce call door lock system	50.00
Tiger Pride Lawn Care	lawn svce	1,108.62
Toft Electric	relocated pit light	459.28
Truck Equipment Inc	flap, bearings/wheel, seal	987.72
Turfwerks	equipment	3,164.00
United Rotary Brush Corporation	gutterbroom wire	219.61
Upper Des Moines	2nd 1/2 annual support	3,250.00
US Cellular	mo cell phones	327.70
US Postal Services	replenish postage machine	800.00
Vans Sanitation Inc	process recycling	231.95
Veolia Water North America	wwtp operations	71,057.50
Veridian	gear repair	372.00
Verizon Wireless	mo chges	217.74
Visa (Admin)	various credit card chges	4,913.75
Visa (Fire)	various credit card chges	347.47
Visa (Golf)	various credit card chges	820.64
Visa (Library)	various credit card chges	3,494.05
Visa (Park)	various credit card chges	332.32
Visa (Police)	various credit card chges	951.49
Westmor Fluid Solutions LLC	fuel farm repairs	236.52
Wex Bank-Wright Express FSC	fuel	111.47
White Glove Janitorial Services & Building Svces	paper supplies	31.76
	<b>Grand Total:</b>	<u>959,836.16</u>

#### Fund Summary

001 - GENERAL FUND	194,634.82
020 - PROPERTY INSURANCE	183,303.90
056 - PARK RESERVE	12,045.05
061 - ECONOMIC DEVELOPMENT	10,500.00
085 - HOTEL/MOTEL TAX	38,458.33
092 - TECHNOLOGY FUND	1,410.88

115 - GROUP INSURANCE	122,178.61
124 - LOCAL OPTION SALES TAX	130,774.67
125 - T.I.F.	55,428.92
300 - CAPITAL IMPROVEMENT	8,053.51
350 - CAPITAL IMP RESERVE	35,688.00
600 - ENTERPRISE CAPITAL IMPR	12,420.00
620 - SANITARY SEWER	76,293.97
660 - AIRPORT ENTERPRISE	5,009.43
670 - SOLID WASTE	19,725.50
673 - LANDFILL	26,628.60
690 - REGIONAL COLLECTION CENTE	4,133.01
745 - GOLF COURSE	8,048.06
949 - CENTRAL GRAGE	459.42
950 - FUEL EQUIPMENT	14,641.48

<b>Grand Total:</b>	959,836.16
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**March 2020 Receipts**

<b>Fund</b>	<b>Monthly Revenue Period Activity</b>
001 - GENERAL FUND	256,891.96
020 - PROPERTY INSURANCE	1,437.82
040 - CEMETERY RESERVE	1,747.01
041 - RIVERSIDE COLUMARIUM	20.90
045 - LIBRARY RESERVE	2,239.50
047 - COMMUNICATION CENTER RES	77.45
049 - DRUG EDUCATION	1,502.58
050 - POLICE RESERVE	6,161.16
052 - FIRE RESERVE	10,392.68
054 - STR IMP RESERVE	643,662.62
055 - SIDEWALK RESERVE	263.08
056 - PARK RESERVE	7,144.08
059 - TREES FOREVER	1.23
060 - SRTS RESERVE	9,894.75
061 - ECONOMIC DEVELOPMENT	9,784.79
062 - SHINE LOAN	-43,647.23
063 - RENAISSANCE INITIATIVE	2,153.84
064 - CABLE TV	126.62
066 - PUBLIC WORKS EQUIPMENT	13,451.25
068 - CITY HALL RESERVE	2,749.59
070 - STORM WATER DIST #1	2,021.12
080 - STORM SEWER RESERVE	1,282.34
085 - HOTEL/MOTEL TAX	746.53
087 - SPENCER CARES	156.12
089 - EMERGENCY FUND	1,259.27
090 - QUALITY HSG INITIATIVE	2,923.16
092 - TECHNOLOGY FUND	5,378.27
093 - ACCRUED BENEFITS	190.55

110 - ROAD USE TAX	56,945.33
112 - FICA/IPERS	36,291.14
113 - WORK COMP	1,648.79
114 - UNEMPLOYMENT	268.62
115 - GROUP INSURANCE	62,283.71
117 - CIVIL SERVICE	85.80
118 - POLICE PENSION	2,680.03
119 - POLICE SPECIAL PROCEEDS	40.57
120 - FIRE PENSION	740.60
124 - LOCAL OPTION SALES TAX	139,867.86
125 - T.I.F.	12,911.64
127 - SALES TAX TIF	261.85
162 - SSMID	431.28
200 - DEBT SERVICE	6,266.65
300 - CAPITAL IMPROVEMENT	1,714,331.73
350 - CAPITAL IMP RESERVE	527,341.26
500 - PERPETUAL CARE	700.00
501 - RIVERSIDE TRUST	25.82
502 - COLUMBARIUM VAULT	6.15
503 - NORTHLAWN PERP CARE	92.20
504 - GRIFFIN TRUST	77.45
505 - LEACH TRUST	24.58
600 - ENTERPRISE CAPITAL IMPR	1,515,625.19
615 - WTP RESERVE	1,915.80
620 - SANITARY SEWER	199,854.67
625 - SANITARY SEWER RESERVE	143,286.17
630 - CSI RESERVE	78,994.94
635 - SEWER DEBT SINKING FUND	1,147.80
660 - AIRPORT ENTERPRISE	6,189.50
661 - AIRPORT RESERVE	613.28
670 - SOLID WASTE	201,836.70
671 - SOLID WASTE RESERVE	1,868.93
672 - TRANSFER STATION CLOSURE	22.13
673 - LANDFILL	299,622.02
674 - LANDFILL RESERVES	3,011.67
677 - LANDFILL PLANNING	413.24
678 - ENVIRONMENTAL PROTECTION	268.61
679 - LANDFILL POST CLOSURE	2,468.54
680 - LANDFILL CLOSURE	1,382.21
682 - ENVIRONMENTAL MANAGEMENT	344.61
685 - CELL CONSTRUCTION RESERVE	1,133.09
690 - REGIONAL COLLECTION CENTE	330.84
745 - GOLF COURSE	20,745.67
746 - GOLF COURSE RESERVE	1,666.66
949 - CENTRAL GRAGE	986.06
950 - FUEL EQUIPMENT	28,199.83
951 - HOEPPNER TRUST	0.00
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