

**SPENCER CITY COUNCIL MEETING**

**May 18, 2020**

**SPENCER, IOWA**

The City Council of the City of Spencer, Iowa, met on the 18<sup>th</sup> day of May, 2020, at 6:30 o'clock P.M., pursuant to law, to adjournment and to the rules of said council. This was an electronic meeting, due to regulations, due to COVID 19. Public access was made available through a conference telephone call and internet video service.

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

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

Approve City Council Minutes of May 4, 2020;

Approve Class E. Liquor License, Class B Wine Permit and Class C Beer Permit with Sunday Sales for **Hy-Vee Stores, Inc.**; subject to final approval by Iowa Alcoholic Beverages Division;

**RESOLUTION NO. 6069 ADOPTING FINAL ASSESSMENT SCHEDULE FOR THE NUISANCE ABATEMENT AND CONFIRMING AND LEVYING THE ASSESSMENTS (Snow Removal)**

Approve Sidewalk Construction and Assessment Agreement with Brian Trojahn, 901 E 10<sup>th</sup> Street;

Approve Purchase of Roll-Off Containers for Solid Waste Division from Elliott Equipment, Grimes, Iowa for \$16,306 (CIP Item);

Approve Renaissance Initiative Grants, as recommended by Renaissance Initiative Committee (Clay County Heritage \$2,000.00; Grand Ave Improvement Dist. \$3,000.00; SCT \$650.00; Shayla Bee \$7,298.00);

Setting a Public Hearing on Proposed Zoning Ordinance Text Amendment Amending Title 9, Chapter 13, Section 1 of the Spencer City Code Concerning Subdivision Definitions for June 1, 2020 at 6:30 P.M.;

Setting a Public Hearing on Proposed Zoning Ordinance Text Amendment Amending Title 9 Chapter 14 of the Spencer City Code Concerning Planned Unit Residential Development (PURD) for June 1, 2020 at 6:30 P.M.;

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, 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 Plans, Specifications, Form of Contract and Estimate of Cost for Construction of the "4<sup>th</sup> Avenue S.W. Recreational Trail Project, Spencer, Iowa (DOT # TAP-U-7170(628)-8I-21);

Written comments were filed by the following:  
**None**

Oral comments were made by the following:  
**None**

The Mayor announced the hearing closed.

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. 6070 RESOLUTION FINALLY APPROVING AND CONFIRMING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE FOR 4<sup>TH</sup> AVENUE S.W. RECREATIONAL TRAIL PROJECT (IOWA D.O.T. TAP PROGRAM)**

Council Member Wunschel moved that the proposed ordinance entitled "AN ORDINANCE AMENDING PROVISIONS OF TITLE 7, CHAPTER 14 OF THE SPENCER CITY CODE CONCERNING ALL-TERRAIN VEHICLES (ATV'S)" be finally passed and adopted as Ordinance No. 855. Council Member Moriarty seconded the motion. The Mayor put the question on the motion and the roll being called, the vote thereon was as follows:

Present: Nelson, Orrison, Larsen, Wunschel, Hanson, Reit, Moriarty  
Absent: None

Whereupon, the Mayor declared the motion carried and Ordinance No. 855 duly passed and adopted and signed his approval thereto.

**ORDINANCE NO. 855 AN ORDINANCE AMENDING PROVISIONS OF TITLE 7, CHAPTER 14 OF THE SPENCER CITY CODE CONCERNING ALL-TERRAIN VEHICLES (ATVs)**

Council Member Larsen moved that the proposed ordinance entitled “AN ORDINANCE AMENDING TITLE 7, CHAPTER 10, SECTION 6 OF THE SPENCER CITY CODE CONCERNING THE OPERATION OF GOLF CARTS ON SPENCER STREETS” be finally passed and adopted as Ordinance No. 856. Council Member Wunschel seconded the motion. The Mayor put the question on the motion and the roll being called, the vote thereon was as follows:

Present: Nelson, Orrison, Larsen, Wunschel, Hanson, Reit, Moriarty  
Absent: None

Whereupon, the Mayor declared the motion carried and Ordinance No. 856 duly passed and adopted and signed his approval thereto.

**ORDINANCE NO. 856 AN ORDINANCE AMENDING TITLE 7, CHAPTER 10, SECTION 6 OF THE SPENCER CITY CODE CONCERNING THE OPERATION OF GOLF CARTS ON CITY STREETS**

Council Member Orrison introduced and caused to be placed on file an ordinance entitled “ORDINANCE AMENDING TITLE 4, CHAPTER 5, SECTION 21 OF THE SPENCER CITY CODE CONCERNING SOLID WASTE RATES AND CHARGES, EFFECTIVE 7/1/2020, 2<sup>nd</sup> FILING” as amended, Council Member Moriarty seconded the motion. The Mayor put the question on the motion and the roll being called, the vote thereon was as follows:

Present: Nelson, Orrison, Larsen, Wunschel, Hanson, Reit, Moriarty  
Absent: None

Whereupon, the Mayor declared the motion carried and said proposed ordinance was placed on 2<sup>nd</sup> filing.

It was moved by Council Member Orrison, seconded by Council Member Nelson to Approve Proposal from PFM Financial Advisors to Perform a Rate and Revenue Study for the Sanitary Sewer Enterprise System the Solid Waste Enterprise System. 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 Nelson to Approve Subcontract Agreement Between City and Bergland & Cram for Preparation of Design Guidelines for the Grand Avenue Historic Commercial District. 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 Nelson to Approve Removal and Demolition Agreement with Kenneth Grandstaff for 118 West Park Street. 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 Wunschel to Approve Separation of Employment and General Release Agreement with Steve Hallgren. The motion was declared carried when all Council Members present voted aye on voice call vote.

Council Member Nelson introduced and caused to be read the following resolution, and moved its adoption, seconded by Council Member Hanson; 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. 6071 ACCEPTING WORK COVERING THE 2018 FIRE TRAINING FACILITY GRADING & SITE WORK PROJECT**

Council Member Nelson introduced and caused to be read the following resolution, and moved its adoption, seconded by Council Member Reit; 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. 6072 ACCEPTING WORK COVERING THE 2019 CLASS A FIRE TRAINING FACILITY PROJECT**

It was moved by Council Member Orrison, seconded by Council Member Nelson to Approve updated recommendations regarding City Facilities, due to COVID19, as recommended by the City Manager. The motion was declared carried when all Council Members present voted aye on voice call vote.

**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:**

It was moved by Council Member Nelson, seconded by Council Member Orrison to Approve Appointment of Brian Palmer to the Plumbing Examiners Board, term dates 7/1/2020-6/30/2024. The motion was declared carried when all Council Members present voted aye on voice call vote.

**Council Committee Reports:**

Upcoming Meetings:

-Regular City Council Meeting, June 1, 2020, 6:30 P.M.

It was moved by Council Member Orrison, seconded by Council Member Wunschel 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 Moriarty and seconded by Council Member Nelson to adjourn the meeting of the Spencer City Council at 7:57 o'clock P.M. The motion was declared carried when all Council Members present voted aye on voice call vote.

---

Kevin Robinson, Mayor

ATTEST:

---

Theresa E. Reardon, City Clerk

(SEAL)

Minutes are subject to approval by the Spencer City Council.

**Claims 05/18/20**

<b>Vendor Name</b>	<b>Payable Description</b>	<b>Total Payments</b>
911 Custom	face shields	315.00
A & M Inc	laundry svce	336.17
A-1 Portables	porta rental april	60.00
Algona Marine & Sport Inc	spitfire/motor flushing	187.46
Alliant Energy/ILP	street lighting	235.54
Allied 100 LLC	aed pads	561.00
Alpha Enterprises	ty 18/19 ssmid	361.30
Alpha Wireless Communications Co	microphone	75.00
American Business Phones	call forwarding-remote work	165.00
Animal Medical Center PC Hartley/Spencer	animal control	1,607.24
Arnold Motor Supply LLP	misc parts/supplies	284.16
Arrowmark LLC	spring irrigation pump house start up-repairs	1,669.13
Avera Medical Group Spencer	preemployment physical	950.00
Beelner Services Inc	irrigation project-golf course	14,700.00
Black Hills Energy	mo utility charges	1,813.73
Bomgaars	misc parts/supplies	169.61
Bryan Rock Products Inc	pedersen pk ball diamond pk	2,459.10
Buds Service Inc	towing	300.00
C & B Operations LLC	mower blades	131.04
Carrico Aquatic Resources	pool chemicals	4,570.72
Central Iowa Distributing Inc	misc cleaning supplies	395.50
Central Payment	credit card processing	3,206.67
Certified Laboratories	tuf grit	210.00
Clay County Recorder	recording fee	12.00
Coffman Associates Airport Consultants	master plan project	14,794.00
Coffmans Locksmith Shop	locks	101.25
Cooperative Energy Company	fuel	4,620.56
Core & Main	sewer ball plug	337.02
Crescent Electric	new plug end & cord for plasma, bulbs	77.71
Culligan of Spencer	water	49.95
De Loss Construction Inc	dewolf dog park trail/seeding	28,144.88
Don Pierson Ford Lincoln Inc	door latch	338.57
Dyno Oil Company Inc #32	ty 18/19 ssmid	444.89
Ecolab Pest Elimination	pest control	125.29
Elliott Equipment Co	rearview camera cable	244.54
Emagine	mo hosting website	274.45
Emmetsburg Reporter Democrat	golf tab	100.00
Essick, Jennifer	refund-shelter house west/center	100.00
ET Products Co Inc	diesel treatment	613.74

Fareway Stores Inc #788	ty 18/19 ssmid , misc supplies	352.06
Farmers Trust & Savings Bank	april acct analysis	78.33
Fastenal Company	misc parts	48.38
Fire Proof Plus Inc	extinguisher, gauge/rech hydo liquid	652.90
Fox International Inc / NCI	misc parts/supplies	7,643.50
Galens Pro Mow LLC	mower & chain saw parts	358.32
General Traffic Controls Inc	radar speed sign,traffic signal base	4,027.24
Go Get Fred Inc	pool plaster renovation	1,000.00
Graettinger Hardware	misc parts/supplies	9.98
Graham Tire Center	tire repairs	1,587.88
Groen, Klaas & Betty	ty 18/19 ssmid	13.47
GRP & Associates Inc	boxes for shipping	257.00
H & N Chevrolet-Buick	ty 18/19 ssmid	703.75
Hallet, Amanda Beaver & Corey Hallett	swing set reimbusreent	750.00
Hansons Plumbing & Heating Inc	furnace filters	168.00
Heiman Fire Equipment	misc parts	355.00
Hemphill Law Office PLC	legal fees	5,756.29
Holtz Industries Inc	safety latch kits for hooks	211.00
Hulstein Excavating Inc	pay est #4	18,409.81
ICAN	advertising	300.00
Iowa Department of Revenue	monthly sales tax	13,901.00
Iowa Information Inc	dis golf guide	159.95
Iowa Lakes Electric Cooperative	mo utilities	1,009.00
Jaah Inc	ty 18/19 ssmid	302.75
Jacks Uniforms & Equipment	misc parts/supplies	54.78
Jacobson Homes Corporation	ty 18/19 ssmid	233.00
Janitors Closet	misc supplies	849.68
Johnson, Marie	refund shelter house-west/center	95.00
Johnston AutoStores	batteries	331.26
Keystone Laboratories Inc	seep sample	521.92
Knight Protection Inc	emergency fire/panic sys monitor	300.00
Kristat Auto Parts LLC	fin chg	17.67
Kruse, Cate & Nelson	eng scve thru	22,462.83
Kunzie LLC	ty 18/19 ssmid	370.94
MacQueen Equipment LLC	misc parts	3,068.23
Maurer, Paul & Barbara	ty 18/19 ssmid	983.40
Maxyield Cooperative-Acct 4529	fuel	7,610.37
McNeilus Truck & Manufacturing Company	lights	28.87
Mehesan Revocable Trust, Don	ty 18/19 ssmid	509.95
Menards -Spencer	misc parts/supplies	291.57
Mid Iowa Solid Waste Equipment Co Inc	shoe replacement,parts cylinder	2,024.91
Modern Marketing	police barricade tape	172.73

Morris, Heather	refund shelterhouse east room	50.00
Murphy Tractor - Power Plan	hyd fitting/orings	123.95
Napa Auto Parts	misc parts/supplies	422.01
Northern Lights Distributing Inc	misc concession supplies	324.23
Northwest Communications	ticket printer	57.50
Northwest Iowa Planning & Development Commission	training	245.00
Peterbilt of Sioux City	misc parts	330.31
Pixler Electric	svce call	130.00
Plagman, Vicky	refund-center room shelter house	60.00
Productivity Plus Account/Spencer Red Power	cabin air filter	34.00
Raka	misc parts	182.84
River Valley Telecommunications	phone/internet office	94.87
Safelite Fulfillment Inc	mirror repair	69.95
Schoeneman Bros Company	forms for asphalt	49.95
SF Mobile Vision Inc	car video system equipment	5,171.00
Shamrock Recycling Inc	mulch-cell d1 road	2,013.00
Share Corporation	aq ctr cleaner	482.76
Sieh Farm Drainage Inc	snow removal/pay est	5,250.00
Solutions Inc	cables	142.09
Speed Printers Inc	office supplies	1,946.77
Speeds Automotive Supply	batteries, rectifier kit, labor	929.67
Spencer Ag Center LLC	semi annual pymt oer develop amt	21,926.33
Spencer Auto Parts	misc auto parts	801.30
Spencer Daily Reporter	april legals/publications/ads	1,807.81
Spencer Municipal Hospital	pre-employment	1,114.93
Spencer Municipal Utilities	mo utility	34,247.59
Spencer Office Supplies	misc office supplies	352.39
Spencer Radio Group	advertising	658.50
State Steel of Spencer	container repairs	121.50
Stockwell Engineers, Inc	master park plan	7,295.00
Stroham, Kyle	sidewalk grant, assmt	2,062.00
SWANA	swana membership, renwal	473.00
The Boulder Company	bolts & nuts	178.10
The Cartridge Connection Inc	laser printer cartridge	239.90
The Retrofit Companies Inc	rcc disposal	1,090.50
The Water Connection Inc	water	75.75
Titan Machinery/Productivity Plus Account	stap & strap	219.85
Toft Electric	water heater outlet-svce call	185.61
Transit Works	transit receivers	392.67
Turfwerks	irrigation project	44,833.46
Unity Point Clinic-Occupational Medicine	employee drug testing	42.00
US Cellular	mo chges	648.80



Van Holland Lawn Service	seeding	991.50
Vans Sanitation Inc	process recycling	771.90
Veolia Water North America	wwtp operations	71,057.50
Verizon Wireless	mo chges	120.03
VHB Partnership	ty 18/19 ssmid	395.00
Visa (Admin)	various credit card chges	673.66
Visa (Golf)	various credit card chges	66.97
Walter, Wayne	refund	653.72
Wood, Eugene	ty 18/19 ssmid	529.64
Zimco Supply	tee marker, weed puller, start spike	164.50

**Fund Summary**

<b>Fund</b>	
001 - GENERAL FUND	67,046.87
050 - POLICE RESERVE	5,171.00
056 - PARK RESERVE	34,249.88
061 - ECONOMIC DEVELOPMENT	1,270.96
062 - SHINE LOAN	2,083.33
117 - CIVIL SERVICE	2,064.93
125 - T.I.F.	21,926.33
162 - SSMID	5,179.80
300 - CAPITAL IMPROVEMENT	17,726.45
350 - CAPITAL IMP RESERVE	58,300.08
600 - ENTERPRISE CAPITAL IMPR	42,063.78
620 - SANITARY SEWER	85,499.08
660 - AIRPORT ENTERPRISE	3,809.69
670 - SOLID WASTE	18,128.64
673 - LANDFILL	7,056.58
682 - ENVIRONMENTAL MANAGEMENT	1,720.10
690 - REGIONAL COLLECTION CENTE	1,026.17
745 - GOLF COURSE	12,034.52
950 - FUEL EQUIPMENT	9,068.06
<b>Grand Total:</b>	<b>395,426.25</b>