

SPENCER CITY COUNCIL MEETING

November 2, 2020

SPENCER, IOWA

The City Council of the City of Spencer, Iowa, met on the 2nd day of November, 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, Reit (by phone), Moriarty

Absent: Hanson

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

Approve City Council Minutes of October 19, 2020 and October 26, 2020 Special Meeting;

Approve Renewal of Class C Liquor License with Outdoor Service and Sunday Sales **Spencer Municipal Golf Course** and Class E Liquor License, Class B Wine Permit, and Class C Beer Permit for **C's Liquor**; both subject to final approval by Iowa Alcoholic Beverages Division;

**RESOLUTION NO. 6119 RESOLUTION AUTHORIZING PERMANENT
TRANSFER OF FUNDS OF BUDGETED TRANSFERS FOR MONTH ENDING
OCTOBER 31, 2020**

Approve Griffin Trust Distribution for 2020 (\$838.52 split evenly between Spencer Jaycees, Spencer YMCA and Head Start Program);

Approve Sidewalk Construction and Assessment Agreements with Cory and Beth Ann Hopkins at 1105 11th Avenue West and Debra Wittrock at 509 West 9th Street;

Approve Amendment and Extension to Contract for Sanitary Landfill Services with Clay County for July 1, 2020 – June 30, 2021;

Approve Purchase of 14 Handheld Racom Radios for the Fire Department for \$26,351.50 (CIP Item);

Approve Award of Renaissance Initiative Grant as recommended by the Renaissance Initiative Committee for \$2,100 for Seasons Center Event Winter Wellness Event;

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.

Council Member Reit introduced and caused to be placed on file an ordinance entitled “ORDINANCE REPEALING TITLE 8, CHAPTER 3 OF THE SPENCER CITY CODE, ENTITLED, “ELECTRICAL CODE” AND ADOPTING A REPLACEMENT TITLE 8, CHAPTER 3, “ELECTRICAL CODE” 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, Reit, Moriarty

Absent: None

Whereupon, the Mayor declared the motion carried and said proposed ordinance was placed on file before the Council for the second time.

Council Member Moriarty introduced and caused to be placed on file an ordinance entitled “ORDINANCE REPEALING TITLE 2, CHAPTER 13 OF THE SPENCER CITY CODE ENTITLED “ELECTRICAL BOARD” AND ADOPTING A NEW TITLE 2, CHAPTER 13 OF THE SPENCER CITY CODE” Council Member Reit 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, Reit, Moriarty

Absent: None

Whereupon, the Mayor declared the motion carried and said proposed ordinance was placed on file before the Council for the second time.

It was moved by Council Member Nelson, seconded by Council Member Wunschel to Approve 5 year lease with Quadient for Neopost Postage Meter and Scale for City Hall for \$153.78 per month. The motion was declared carried when all Council Members present voted aye on voice call vote.

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, Orrison, Larsen, Wunschel, Reit, Moriarty

NAYS: None

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

RESOLUTION NO. 6120 A RESOLUTION FINALLY APPROVING THE GRADE ORDER LIST: STEP PLAN RECOMMENDED BY CARLSON DETTMANN CONSULTING (Effective July 1, 2021);

Council Member Wunschel 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, Reit, Moriarty

NAYS: None

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

RESOLUTION NO. 6121 A RESOLUTION ESTABLISHING THE POSITION OF “SOLID WASTE ADMINISTRATIVE ASSISTANT”

It was moved by Council Member Reit, seconded by Council Member Moriarty to Approve Solid Waste Division Transfer Station Hours Change, effective December 1, 2020 as follows: 8:00 A.M. – 4:00 P.M. M-F, 8:00 A.M. – 1:00 P.M. Saturday. 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:

Council Committee Reports:

Upcoming Meetings:

- Special City Council Meeting, November 9, 2020, 6:30 P.M.
- Regular City Council Meeting, November 16, 2020, 6:30 P.M.

It was moved by Council Member Reit, 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 Wunschel and seconded by Council Member Nelson to adjourn the meeting of the Spencer City Council at 6:57 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 Reardon, City Clerk

(SEAL)

Minutes are subject to approval by the Spencer City Council.

Claims 11/02/20

Vendor Name	Payable Description	Total Payments
A & M Inc	laundry svce	181.20
Advantage Archives LLC	microfilm svce	900.00
AFLAC	aflac ins	1,735.42
Alpha Wireless Communications Co	office radio repair/supplies	249.83
Amazon Capital Services	misc supplies	149.71
Arnold Motor Supply LLP	misc parts/supplies	119.02
Baker & Taylor	books	584.69
BlackStrap Inc	road salt	3,754.61
Bolton & Menk Inc	eng svce	1,997.50
Bomgaars	misc parts/supplies	1,277.73
Book Look	books	868.47
C & B Operations LLC	split washers	4.98
Carroll Construction Supply	concrete supplies	366.81
Christians Sheet Metal HVAC Inc	svce call	911.39
Clay County Auditor	mo jail payment	2,083.33
Clay County Regional Event Center	mo contribution	3,750.00
Clay County Sheriffs Office	garnishment	287.28
Colonial Life Insurance	colonial life ins	265.28
Contech Engineered Solutions LLC	misc parts/supplies	351.00
Cooperative Energy Company	fuel	9,964.05

Coreys Auto Detailing	detailing veh	950.00
Cottingham & Butler Insurance Svces Inc	hr agmt pymt	7,000.00
Crescent Electric	misc electrical parts/supplies	185.29
Culligan of Spencer	water	71.43
De Loss Construction Inc	pay est	253,434.25
Department of Human Services	child support pymts	616.50
Diamond Vogel Paint Center	paint	25.53
DLT Solutions Inc	auto cad subscription renewals	411.60
Ecolab Pest Elimination	pest control	125.29
Electric Pump	ac fan	79.00
Elliott Equipment Company	misc parts/supplies	356.99
Emmetsburg Swanson Hardware	furnace filters office lf	14.99
Employee Benefit Services	mo group ins	140,304.30
ET Products Co Inc	fuel additive	818.32
Evora Consulting	25 hr certified operator trng	750.00
Fareway Stores Inc	break room supplies	16.22
Farmers Trust & Savings Bank	payroll taxes	40,927.76
Fastenal Company	respirators/cartridges/safety glasses	339.89
Fox International Inc	misc parts/supplies	1,771.64
Gale/Cengage Learning	books	276.65
Galens Pro Mow LLC	misc parts/sharpen blades	298.14
Golden Valley Hardscapes LLC	playground mulch	4,437.00
Goodyear Tire & Rubber Company	tires	1,562.63
Graham Tire Company of Spencer Inc	tires mounted/repair/disposal	524.00
Great Lakes Concrete Inc	concrete	2,572.00
H & H Foam Pro LLC	trip hazard repairs	1,060.00
H & N Chevrolet-Buick	veh repairs	91.05
Hansons Plumbing & Heating Inc	winterize svce	265.23
Heller Enterprise LLC DBA Northwest Iowa Sprinkler	irrigation parts	705.12
Hiway Truck Equipment	tailgate	870.00
ICAP	insurance & liquor liability	2,329.00
ICMA Retirement Trust	icma	560.00
Ingram Library Services	books	188.95
Iowa Department of Public Safety	iowa online warrants	3,096.00
Iowa Lakes Electric Cooperative	mo utilities	748.00
Iowa One Call	locates	213.60
Iowa Public Employees Retirement System	ipers	69,526.08
Iowa Workforce Development-Tax Bureau	unemployment claims	9,826.00
Janitors Closet	misc supplies	255.97
Kilmer, Margie	sidewalk grant	450.00
Leading Edge Aviation	mo mgmt fee	3,104.17
Lube Tech	hyd fluid	2,560.66
Mar-Lin Business Supply	gloves/wipes/calendars	401.49
Maxyield Cooperative	fuel	6,314.08
Menards -Spencer	misc parts/supplies	325.14
Municipal Fire & Police Retirement System IA	civil svce p & f	65,316.70
Murphy Tractor - Power Plan	misc parts	325.89
Napa Auto Parts	misc parts/supplies	1,236.29
Nelson Hearing Aid Service	em/ee hrg testing	30.00

Northern Lights Distributing Inc	concession supplies	105.89
Palo Alto County Solid Waste	1/2 ewaste disposal	531.55
People for Pets	mo agmt	600.00
Peterson, Terry and Tomi	sidewalk grant	300.00
Pingle, Erin	reimburse sanitizer/granola bars -srts	101.01
Pixler Electric	repair hangar door	225.00
Productivity Plus Acct-Spencer Red Power	misc parts	600.00
Ricks Pest Control	pest control	45.00
Schoeneman Bros Company	paint/plow bolt nuts	176.74
Schwarting, Vern	sidewalk grant	420.00
SF Mobile Vision Inc	mobile vision warranty	1,583.00
Solutions Inc	computer monitor	204.40
Spencer Ag Center LLC	semi annual pymt per develop agmt	22,984.00
Spencer Auto Parts	misc parts/supplies	842.68
Spencer Municipal Utilities	mo utilities	267.25
Spencer Office Supplies	misc office supplies	1,248.62
State of Iowa Treasurer	state withholding	23,860.00
State Steel of Spencer	steel supplies	506.20
Stroham, Kyle	sidewalk grant/assess	2,153.25
Sullivan Concrete	sidewalk grant/assess	10,155.00
Summit Companies	inspect fire system	225.00
The Merrill Company	semi annual pymt per develop agmt	38,184.02
The Retrofit Companies Inc	rcc disposal	5,722.78
The Water Connection Inc	water cups/water	31.50
Tiger Pride Lawn Care	lawn svce	574.39
Titan Machinery	turn signal/brake lite	122.75
Truck Center Companies	throttle sensor	77.79
Tyler Technologies Inc	module deployment	1,267.50
Vandeberg Scales	svce agmt scale	200.00
Veridian	gloves	359.12
Verizon Wireless	pole cameras	120.03
Visa (Admin)	various credit card chges	1,706.68
Visa (Fire)	various credit card chges	185.00
Visa (Golf)	various credit card chges	561.74
Visa (Landfill)	various credit card chges	93.69
Visa (Library)	various credit card chges	2,722.16
Visa (Planning)	various credit card chges	120.00
Visa (Police)	various credit card chges	1,006.87
Visa (Public Works)	various credit card chges	200.00
Wex Bank-Wright Express FSC	fuel	44.92
White Glove Janitorial & Bldg Svces	disinfectant/paper towels	144.53
World Trade Press	sub renewal	300.00

Fund Summary

001 - GENERAL FUND	226,615.11
020 - PROPERTY INSURANCE	484.00
052 - FIRE RESERVE	37.70
055 - SIDEWALK RESERVE	4,570.00
061 - ECONOMIC DEVELOPMENT	265.23
085 - HOTEL/MOTEL TAX	3,750.00

092 - TECHNOLOGY FUND	1,408.22
114 - UNEMPLOYMENT	9,826.00
115 - GROUP INSURANCE	140,304.30
125 - T.I.F.	61,168.02
300 - CAPITAL IMPROVEMENT	262,502.50
350 - CAPITAL IMP RESERVE	1,997.50
620 - SANITARY SEWER	3,163.64
660 - AIRPORT ENTERPRISE	4,304.43
670 - SOLID WASTE	27,478.36
673 - LANDFILL	9,986.42
682 - ENVIRONMENTAL MANAGEMENT	531.55
690 - REGIONAL COLLECTION CENTE	1,986.02
949 - CENTRAL GRAGE	2,629.79
950 - FUEL EQUIPMENT	15,342.41
Grand Total	<u>778,351.20</u>