

**SPENCER CITY COUNCIL MEETING**

**April 5, 2021**

**SPENCER, IOWA**

The City Council of the City of Spencer, Iowa, met on the 5<sup>th</sup> day of April, 2021, 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, Larsen, Wunschel, Hanson, Reit, Moriarty

Absent: Orrison

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

Approve City Council Minutes of March 15, 2021;

Renewal of Class A Liquor License with Sunday Sales for Loyal Order of the Moose Lodge #496, pending final approval by Iowa Alcoholic Beverages Division;

**RESOLUTION NO. 6156 RESOLUTION AUTHORIZING PERMANENT  
TRANSFER OF FUNDS OF BUDGETED TRANSFERS FOR MONTH ENDING  
MARCH 31, 2021**

Approve Spencer Municipal Band Performance and Funding Agreement for 2021 Season;

Approve Quote from Zalaznik Equipment to install a Septic Tank for the RCC Building at the Solid Waste Facility for \$8970.00

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

Ayes: Nelson, 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 Capital Improvement for Fiscal Year 2022/2026 Budget for City of Spencer;

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 Hanson, seconded by Council Member Nelson to Approve City of Spencer Capital Improvement Plan for Fiscal Year 2022 through Fiscal Year 2026. The motion was declared carried when all Council Members present voted aye on voice call vote.

It was moved by Council Member Reit, seconded by Council Member Larsen to Approve Proposal from Engineering Design Associates, Inc, (EDA) for Public Library HVAC Improvements Project Construction Documents and Bidding and Construction Administration. 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 Reit to Approve Quote from Abel Drainage and Excavating for \$10,500 for demolition of dwelling at 106 West Park Street. 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 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, Hanson, Reit, Moriarty

NAYS: None

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

**RESOLUTION NO. 6157 RESOLUTION APPROVING CONTRACT AND PERFORMANCE AND/OR PAYMENT BONDS FOR 2021 SEWER REPAIR PROJECT WITH BD CONSTRUCTIONS SERVICES, LLC FOR \$28,215.00;**

**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 Moriarty, seconded by Council Member Nelson to Approve the Appointments of Ed Kinsley and Randy Krukow to the Civil Service Commission, terms expire 04/01/2025. The motion was declared carried when all Council Members present voted aye on voice call vote.

**Council Committee Reports:**

Upcoming Meetings:

- Public Safety Committee Meeting, April 7, 2021, 6:00 P.M.
- Joint Finance Committee & Public Works Committee Meeting, April 13, 2021, 5:30 PM
- Regular City Council Meeting, April 19, 2021, 6:30 P.M.

It was moved by Council Member Wunschel, seconded by Council Member Reit 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 Larsen to adjourn the meeting of the Spencer City Council at 7:14 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 Reardon, City Clerk

(SEAL)

Minutes are subject to approval by the Spencer City Council.

Vendor Name	Payable Description	Total Payments
A & M Inc	laundry svce	305.90
A-1 Portables	mo porta rental	63.00
ADF Systems LTD	labor - temp control	562.89
Advanced Systems Inc	svce call garage door comm ctr	72.00
AFLAC	aflac ins	871.66
Airgas North Central	welding supplies	118.25
Alger Companies	rocket slide restoration	10,000.00
Allegiant Technology	mo fax svce	44.53
Alpha Wireless Communications Co	svce call - handheld radio	60.00
Amazon Capital Services	library mats/misc supplies	1,106.33
Animal Medical Center PC Hartley/Spencer	k9 shampoo	14.15
Arnold Motor Supply LLP	misc parts/supplies	647.42
Arts on Grand	2nd half annual support	6,850.00
Baker & Taylor	books	1,054.71
BD Construction Services LLC	crushed concrete/icing sand	2,198.32
Bergland + Cram	spencer design guidelines thru 2/28/21	2,070.00
Black Hills Energy	mo utilities	82.21
Blueglobes LLC	runway lights - supplies	669.96
Bomgaars	misc parts/supplies	227.67
C & B Operations LLC	nuts screws washers	203.28
C & C Manufacturing LLC	switch solenoid	129.89
CAASA	2nd half annual support	3,750.00
Campbells Tree Service	tree work/stump removal	255.00
Canon Financial Services LLC	copier contract	172.46
Carl Zeiss Vision Inc	safety glasses	384.82
CB Household Hazardous Waste Agency	annual refresher trng	175.00
Central Iowa Distributing Inc	cleaing supplies/litter bags	410.00
Christians Sheet Metal HVAC Inc	svce call various repairs	863.47
City Directory Inc	city directory	878.00
Clay County Assessor	aerial photo for gis	1,500.00
Clay County Auditor	mo share local opt sales tax	18,740.85
Clay County Convention & Visitors Bureau	2nd half annual support	10,000.00
Clay County Heritage Center	2nd half annual support	6,850.00
Clay County Lodging LLC	semi annual pymt per develop agmt	93,276.04
Clay County Regional Event Center	mo contribution	3,750.00
Clay County Sheriffs Office	garnishments	558.61
Clay County Treasurer	permit fee	100.00
Colonial Life Insurance	colonial life ins	94.76
Community Insurance	broker fee	1,000.00
Cooperative Energy Company	fuel	20,637.30
Copper Cottage	svce call	80.00
Crescent Electric	wire nuts	20.97
Crysteel Truck Equipment Inc	spring	81.05
Culligan of Spencer	water	49.95
Culligan Water of Emmetsburg	water	28.50
Daston Corporation	gsuite	4,218.00
DeLoss Construction Inc	snow removal	520.00
Demco	book tape	253.96
Department of Human Services	child support	571.44

Diamond Vogel Paint Center # 289	traffic paint	2,508.25
Ecolab Pest Elimination	pest control	125.29
Emagine	update airport website	37.50
Emmetsburg Reporter Democrat	advertising	65.00
Employee Benefit Services	mo group ins	139,851.56
E-Pride Office Products	office supplies	187.02
Fareway Stores Inc #788	misc supplies	3.49
Farmers Trust & Savings Bank	payroll taxes	33,723.45
Fastenal Company	misc nuts & bolts	260.56
Feld Fire	kit/pail	388.72
Fire Service Training Bureau	certification fees	100.00
Fleetpride	brake parts	1,408.16
Four B Construction LLC	snow removal	340.00
Fox International Inc	misc parts/supplies	410.50
Gale/Cengage Learning	books	307.39
Gordon Flesch Company Inc	copy machine contract	805.64
Hagedorn Excavating Inc	snow hauling	1,350.00
Hanna Trucking	snow removal	520.00
Hare Painting & Sandblasting	blasting & painting	200.00
Hemphill Law Office PLC	retainer	2,500.00
Hiway Truck Equipment	sander parts	2,698.83
ICAN	advertising	300.00
ICAP	icap liability ins	223,165.00
ICMA Retirement Trust - 457	icma	560.00
Ingram Library Services	books	2,090.10
Iowa Communication Networks	communication fees	11.61
Iowa Department of Natural Resources	4th qtr st tipping fee & asr fee	24,751.83
Iowa Department of Revenue	mo sales tax	8,517.00
Iowa Division of Labor	elevator permit	175.00
Iowa Employment Conference	training	335.00
Iowa Lakes Corridor Development Corp	2nd half annual support	31,250.00
Iowa One Call	jan/feb one calls	35.40
Iowa Public Employees Retirement System	ipers	19,987.46
Janitors Closet	misc	543.91
Johnston AutoStores	misc parts/supplies	25.57
Kimball Midwest	dot connectors/hand cleaner	165.64
Knight Protection Inc	fire alm test/insp	250.00
Koenig Portable Toilets	mo porta rental/sewer line svce call	1,254.00
Kristat Auto Parts LLC	wrench/filter	211.94
Leading Edge Aviation	mo mgmt fees	3,104.17
Lube Tech	oil/grease tubes	900.98
Mar-Lin Business Supply	misc supplies	304.86
Maxyield Cooperative-Acct 4529	fuel	2,447.94
McNeilus Truck & Manufacturing Company	locking arm & latch	249.58
Med Compass	quantitative fit test/hazmat physical w hrg/vision	5,655.00
Menards -Spencer	misc parts/supplies	4,590.53
MichaelSon Inc	crushed concrete	737.09
Midwest Technology Services	it cables for plotter	173.50
Midwestern Mechanical of Iowa Inc	svce call flush lines	2,520.00

Municipal Fire & Police Retirement System of Iowa	civil svce p & f	13,779.66
Murphy Tractor - Power Plan	isolater	265.16
Napa Auto Parts	filters, sleeve, hose	936.51
Norgaard LLC	snow removal	1,540.00
Northern Lights Distributing Inc	concession supplies	591.86
Okoboji Tree Specialists	tree work	10,080.00
Olson, Sheldon	refund	90.00
Omaha World Herald	sub renew	300.35
OPG-3 Inc	annual maint	2,154.00
People for Pets	mo agmt	600.00
Peterbilt of Sioux City	brake valve, plunger	212.57
Petty Cash - Library	ill postage	39.53
Petty Cash-Spencer Municipal Golf Course	replenish golf checkbook	1,545.12
Pixler Electric	misc electrical svces	1,892.12
Productivity Plus Account/Spencer Red Power	misc parts	187.64
ProQuest LLC	ancestry data base	1,925.25
Quadient Leasing USA	qtrly lease	461.34
Quadient, Inc.	postage scale supplies, postage	66.18
Regional Transit Authority	2nd 1/2 annual support	10,000.00
Remillard Signs	trail signage	675.00
Ricks Pest Control	pest control	45.00
RJ Thomas Manufacturing Company Inc	grill	639.00
Schumacher Elevator Co	qtrly elevator maint	540.00
SF Mobile Vision Inc	in car video system	5,440.75
Siouxlinks Golf Magazine LLC	sub renew	250.00
Solutions Inc	microsoft word annual lic renew	178.98
Spencer Alliance For a Creative Economy(SPAC)	public art support	3,000.00
Spencer Area Activity Center	2nd half annual support	6,850.00
Spencer Auto Parts	misc parts/supplies	1,218.69
Spencer Chamber of Commerce	chamber bucks	825.00
Spencer Chamber of Commerce-SAABI	2nd 1/2 annual support	25,000.00
Spencer Community Schools	mo share local option sales tax	41,643.81
Spencer Community Theatre	2nd half annual support	6,850.00
Spencer Daily Reporter	legal ads/publications	2,324.96
Spencer Development Group LLC	semi annual pymt per develop agmt	11,204.18
Spencer Economic Development Corporation	2nd half annual support	4,500.00
Spencer Fire Works	annual support	2,000.00
Spencer Main Street	2nd half annual support	7,500.00
Spencer Municipal Hospital	random emee drug testing	39.63
Spencer Municipal Utilities	mo telephone chges	2,489.10
Spencer NF Inc	semi annual pymt per agmt	41,975.10
Spencer Office Supplies	misc office supplies	1,405.75
State of Iowa Treasurer	state w/h	6,671.90
State Steel of Spencer	metal/steel	143.50
Stockwell Engineers, Inc	pk concept design project	800.00
Swank Movie Licensing USA	movie lic renew	520.00
TestAmerica Laboratories Inc	annual leachate test	633.00
The New York Times	sub renew	520.00

The Penworthy Company	books	651.96
The Retrofit Companies Inc	bulb disposal/tv/monitor cr	83.40
Titan Machinery/Productivity Plus Account	bucket attachment	338.31
Tri County Equipment & Repair	harness	225.47
Truck Center Companies	misc parts/supplies	375.28
Truck Equipment Inc	misc parts/supplies	425.07
Tyler Technologies Inc	annual fee	5,244.80
Upper Des Moines	2nd half annual support	3,250.00
USA Blue Book	hose	131.93
Vaughn DeLoss Construction	snow removal	580.00
Veolia Water North America	mo operating contract wwtp	72,478.65
Verizon Wireless	mo communication chges	216.82
Visa (Admin)	various credit card chges	5,842.35
Visa (Fire)	various credit card chges	526.48
Visa (Landfill)	various credit card chges	119.86
Visa (Library)	various credit card chges	809.64
Visa (Park)	various credit card chges	359.81
Visa (Police)	various credit card chges	2,026.36
Western Iowa Tech Community College	tuition protective svces	85.00
Wex Bank-Wright Express FSC	fuel	245.50
Ziegler	dryer/oil	943.97
Zimco Supply	flags	204.00

Fund Summary

Payment  
Amount

001 - GENERAL FUND	165,222.65
020 - PROPERTY INSURANCE	223,165.00
049 - DRUG EDUCATION	158.97
050 - POLICE RESERVE	5,440.75
056 - PARK RESERVE	10,000.00
061 - ECONOMIC DEVELOPMENT	7,500.00
085 - HOTEL/MOTEL TAX	35,725.00
092 - TECHNOLOGY FUND	2,145.00
115 - GROUP INSURANCE	140,851.56
118 - POLICE PENSION	(6,900.12)
120 - FIRE PENSION	(1,303.46)
124 - LOCAL OPTION SALES TAX	146,476.33
125 - T.I.F.	146,455.32
350 - CAPITAL IMP RESERVE	800.00
600 - ENTERPRISE CAPITAL IMPR	100.00
620 - SANITARY SEWER	79,398.98
660 - AIRPORT ENTERPRISE	6,012.41
670 - SOLID WASTE	16,446.50
673 - LANDFILL	35,712.11
682 - ENVIRONMENTAL MANAGEMENT	818.70
690 - REGIONAL COLLECTION CENTE	1,365.12
949 - CENTRAL GRAGE	188.00
950 - FUEL EQUIPMENT	20,613.30

Grand Total:

1,036,392.12

**March 2021 Receipts**

**Monthly Revenue**

<b>Fund</b>	<b>Period Activity</b>
001 - GENERAL FUND	369,982.09
020 - PROPERTY INSURANCE	2,792.77
040 - CEMETERY RESERVE	1,673.17
041 - RIVERSIDE COLUMARIUM	10.26
045 - LIBRARY RESERVE	2,171.99
047 - COMMUNICATION CENTER RES	39.37
049 - DRUG EDUCATION	9.12
050 - POLICE RESERVE	6,114.66
052 - FIRE RESERVE	10,097.72
054 - STR IMP RESERVE	30,291.16
055 - SIDEWALK RESERVE	112.96
056 - PARK RESERVE	14,669.37
059 - TREES FOREVER	10,005.14
060 - SRTS RESERVE	2,623.86
061 - ECONOMIC DEVELOPMENT	2,545.30
062 - SHINE LOAN	11,683.97
063 - RENAISSANCE INITIATIVE	2,117.79
064 - CABLE TV	58.13
066 - PUBLIC WORKS EQUIPMENT	12,822.98
068 - CITY HALL RESERVE	2,611.30
070 - STORM WATER DIST #1	1,868.15
080 - STORM SEWER RESERVE	704.98
085 - HOTEL/MOTEL TAX	55,768.30
087 - SPENCER CARES	73.03
089 - EMERGENCY FUND	590.47
090 - QUALITY HSG INITIATIVE	35.37
091 - SUBSTANDARD HOUSING	6,429.39
092 - TECHNOLOGY FUND	5,173.89
093 - ACCRUED BENEFITS	89.00
110 - ROAD USE TAX	48,627.71
112 - FICA/IPERS	37,060.89
113 - WORK COMP	3,786.90
114 - UNEMPLOYMENT	628.09
115 - GROUP INSURANCE	79,361.82
117 - CIVIL SERVICE	292.75
118 - POLICE PENSION	5,985.02
119 - POLICE SPECIAL PROCEEDS	18.83
120 - FIRE PENSION	1,604.54
124 - LOCAL OPTION SALES TAX	333,603.63
125 - T.I.F.	29,122.37
127 - SALES TAX TIF	201.96
162 - SSMID	546.75
200 - DEBT SERVICE	12,971.23
350 - CAPITAL IMP RESERVE	88,338.03
500 - PERPETUAL CARE	1,100.00
501 - RIVERSIDE TRUST	11.98
502 - COLUMBARIUM VAULT	103.42
503 - NORTHLAWN PERP CARE	143.36
504 - GRIFFIN TRUST	35.94



505 - LEACH TRUST	11.41
615 - WTP RESERVE	1,148.26
620 - SANITARY SEWER	159,083.02
625 - SANITARY SEWER RESERVE	535.54
630 - CSI RESERVE	79,161.85
635 - SEWER DEBT SINKING FUND	124.94
660 - AIRPORT ENTERPRISE	7,148.31
661 - AIRPORT RESERVE	337.00
670 - SOLID WASTE	202,627.96
671 - SOLID WASTE RESERVE	1,017.04
672 - TRANSFER STATION CLOSURE	11.41
673 - LANDFILL	252,990.04
674 - LANDFILL RESERVES	1,652.02
677 - LANDFILL PLANNING	10,097.68
678 - ENVIRONMENTAL PROTECTION	4,837.17
679 - LANDFILL POST CLOSURE	1,233.10
680 - LANDFILL CLOSURE	724.95
682 - ENVIRONMENTAL MANAGEMENT	10,524.37
685 - CELL CONSTRUCTION RESERVE	811.83
690 - REGIONAL COLLECTION CENTE	518.24
746 - GOLF COURSE RESERVE	2,109.23
949 - CENTRAL GRAGE	1,673.15
950 - FUEL EQUIPMENT	22,137.76
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	<b>1,957,227.19</b>