

**SPENCER CITY COUNCIL MEETING**

**June 7, 2021**

**SPENCER, IOWA**

The City Council of the City of Spencer, Iowa, met on the 7<sup>th</sup> day of June, 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 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 Orrison, seconded by Council Member Moriarty to approve items on the consent agenda, as follows:

Approve City Council Minutes of City Council Minutes of May 17, 2021;

Approve Renewal of Class E Liquor, Class B Wine, Class C Beer & Sunday Sales for **Hy-Vee Store**; Class C Beer with Sunday Sales for **Hy-Vee Gas**; Class E Liquor, Class B Wine, Class B Native Wine and Class C Beer for **Fareway Store**; Class E Liquor, Class B Wine, Class C Beer & Sunday Sales for **Casey's #2877 at 805 S. Grand** and Class E. Liquor, Class B Wine, Class C Beer & Sunday Sales for **Casey's #2902 at 411 W. 18<sup>th</sup> Street** ; all subject to final approval by Iowa Alcoholic Beverages Division;

**RESOLUTION NO. 6180 RESOLUTION AUTHORIZING PERMANENT TRANSFER OF FUNDS OF BUDGETED TRANSFERS FOR MONTH ENDING May 31, 2021;**

Approve Purchase of Grasshopper 729LC Mower for the Landfill Division from Galen's Pro Mow for \$16,166.00 (CIP Item);

Approve Purchase of Grasshopper 729LC Mower for Cemetery Division from Galen's Pro Mow for \$15,352 (CIP Item);

Approve Quote from Krier & Blain, Inc. for Spencer Public Library HVAC Improvements for \$48,500 (CIP Item);

Approve Quote from Woodman Controls Company for Spencer Public Library for Controls Upgrade, including HTML Upgrade and BAS Updates, for \$19,500 (CIP Item);

Approve Sidewalk Construction and Assessment Agreement with Jacobson Homes Corporation for 322 West 5<sup>th</sup> Street;

Approve request from Clay County Fair Event Center to Carry Over \$25,000 to Fiscal Year 2021/2022;

Approve North Star Insulation, LLC. As subcontractor for 2021 Wastewater Treatment Plant Improvements, Phase 2;

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.

Council Member Wunschel moved that the proposed ordinance entitled “AN ORDINANCE AMENDING TITLE 9, CHAPTER 13, SECTION 4 (N) OF THE SPENCER CITY CODE CONCERNING IMPROVEMENTS REQUIRED IN CONNECTION WITH A SUBDIVISION PLAT” be finally passed and adopted as Ordinance No. 684. Council Member Nelson seconded the motion. The Mayor put the question on 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 carried and Ordinance No. 864 duly passed and adopted and signed his approval thereto.

**ORDINANCE NO. 866 AN ORDINANCE AMENDING TITLE 9, CHAPTER 13, SECTION 4(N) OF THE SPENCER CITY CODE CONCERNING IMPROVEMENTS REQUIRED IN CONNECTION WITH A SUBDIVISION PLAT;**

Council Member Nelson introduced and caused to be read the following resolution, and moved its adoption, seconded by Council Member Moriarty; 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. 6181 A RESOLUTION APPOINTING AN ACTING CITY MANAGER FOR THE CITY OF SPENCER, IOWA;**

It was moved by Council Member Reit and seconded by Council Member Moriarty to Approve Off-Street Parking and Sidewalk Agreement and Grant of Easement with Timothy W.

Steffen and Sherri K. Steffen at 115 West 7<sup>th</sup> Street. 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 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, Orrison, Larsen, Wunschel, Hanson, Reit, Moriarty

NAYS: None

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

**RESOLUTION NO. 6182 RESOLUTION APPROVING CONTRACT AND PERFORMANCE AND/OR PAYMENT BONDS FOR THE 2021 SEWER STRUCTURE REHABILITATION PROJECT WITH HYDRO KLEEN (\$12,946.00);**

Council Member Hanson introduced and caused to be read the following resolution, and moved its adoption, seconded by Council Member Larsen; 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. 6183 RESOLUTION APPROVING CONTRACT AND PERFORMANCE AND/OR PAYMENT BONDS FOR THE 2021 PCC Patching Project with Beck Excavating, Inc (\$46,073.00) (Quotation Project);**

Council Member Reit introduced and caused to be read the following resolution, and moved its adoption, seconded by Council Member Moriarty; 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. 6184 RESOLUTION APPROVING CONTRACT AND PERFORMANCE AND/OR PAYMENT BONDS FOR THE 2021 CRACK AND JOINT**

**SEALING PROJECT WITH MIDWEST COATINGS CO. (\$43,580.00) (Quotation Project);**

Council Member Nelson 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. 6185 RESOLUTION APPROVING CONTRACT AND PERFORMANCE AND/OR PAYMENT BONDS FOR THE 2021 INTAKE REPLACEMENT PROJECT WITH CORY JUERGENS CONSTRUCTION LLC (\$59,592.001) (Quotation Project);**

Council Member Orrison introduced and caused to be read the following resolution, and moved its adoption, seconded by Council Member Larsen; 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. 6186 RESOLUTION AWARDING CONTRACT FOR 2021 4<sup>th</sup> STREET RESURFACING PROJECT, STBG-SWAP-7170(629)-SG-21 PROJECT (Blacktop Service Co. \$661,127.21) (Iowa DOT Project);**

It was moved by Council Member Reit and seconded by Council Member Nelson to Accept Grand Avenue Commercial Historic District Guidelines, as recommended by Historic Preservation Commission and Long Term Planning Committee. The motion was declared carried when all Council Members present voted aye on voice call vote.

It was moved by Council Member Orrison and seconded by Council Member Larsen to Approve Funding Advancement of not to exceed \$50,000 for Rocket Slide Project, from Capital Improvement Reserve. 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  
HR Director  
City Attorney's Report

**Engineer's Reports:**

**City Manager's Report:**

**Mayor's Report:**

**Council Committee Reports:**

Upcoming Meetings:

- Committee of the Whole Meeting, 6/15/2021, 5:30 P.M.
- Regular City Council Meeting, 6/21/2021, 6:30 P.M.

It was moved by Council Member Orrison, seconded by Council Member Moriarty 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 Nelson and seconded by Council Member Wunschel to adjourn the meeting of the Spencer City Council at 7:42 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.

**Claims 6/7/21**

Vendor Name	Payable Description	Total Payments
A & M Inc	laundry svce	250.15
A-1 Portables	mo porta rental	60.00
AFLAC	afac ins	793.28
Airgas North Central	welding supplies	69.43
Alger Companies Inc	rocket slide restoration	25,000.00
All Star Pro Golf	hex eraser pencils	242.21
Alpha Wireless Communications Co	svce call	114.00
Amazon Capital Services	library matls/misc supplies	2,094.33
American Business Phones	maintenance support	200.00
Animal Medical Center PC Hartley/Spencer	k9 labs & shots	78.98
Arnold Motor Supply LLP	misc parts/supplies	298.91
AT & T Mobility	mo phone/computer cards	1,014.04
Atlantic Coca-Cola Bottling Company	aquatic concession supplies	813.73
B & I Electric LLC	svce call	277.00
Baker & Taylor	books	757.75
Barco Municipal Products Inc	signs	255.48
BD Construction Services LLC	contracted svce	6,948.91
Birr, Natasha	refund	1,275.00
Bjornstad, Chris	ssmid refund	485.54
Black Hills Energy	mo utility charges	2,005.89
Bomgaars	misc parts/supplies	1,586.28
Brodart Company	book return	4,644.00
C & B Operations LLC	backup camera	341.70
Canon Financial Services LLC	mo copier contract	172.46
Carrico Aquatic Resources	chemicals	2,787.50
Carroll Construction Supply	misc supplies	455.08
Clay County Auditor	mo share local option sales tax/mo jail pymt	21,629.50
Clay County Regional Event Center	mo contribution	3,750.00
Clay County Sheriffs Office	garnishment	512.48
Colonial Life Insurance	col life ins	94.76
Community Insurance	broker fee	1,000.00
Cooperative Energy Company	fuel	25,420.23
Crescent Electric	misc electrical supplies	123.20
Culligan of Spencer	water	49.95
Dels Garden Center Inc	plants/landscaping	7,215.33
Department of Human Services	child support pymt	409.90
Dultmeier Sales Davenport Inc	misc parts/supplies	242.32
E- Building LLC	ssmid refund	615.13
Ecolab Pest Elimination	pest control	125.29
Emmetsburg Swanson Hardware	clamps	28.90
Employee Benefit Services	mo group ins	139,089.25
Engineering Design Associates Inc	hvac improvements	7,720.00
Fareway Stores Inc #788	break room supplies	17.14
Fareway Stores Inc (Ssmid)	ssmid refund	348.71
Farm and Home Publishers LTD	platt map	552.25
Farmers Trust & Savings Bank	payroll taxes	39,348.21
Fastenal Company	misc parts/supplies	391.24
Feld Fire	couplings/bulb	431.02

Fire Proof Plus Inc	recharge & annual extinguisher inspection	562.00
Fleetpride	misc parts/supplies	914.87
Fox International Inc	misc parts/supplies	2,659.95
Gale/Cengage Learning	books	567.32
Galens Pro Mow LLC	leaf blower, misc parts/supplies	355.72
Golf Course Superintendents Association of America	membership renew	400.00
Gordon Flesch Company Inc	svce call	194.00
Graettinger Fire Department	new years day fire response	2,483.88
Graettinger Hardware	rachet straps	56.97
Graham Tire Company of Spencer Inc	front tire u #109	762.90
Great Lakes Concrete Inc	concrete	6,126.25
Groen, Betty	ssmid refund	18.59
H & N Chevrolet-Buick	ssmid refund	774.37
Hahn, Dennis & Cynthia	ssmid refund	227.55
Hansons Plumbing & Heating Inc	svce call	397.25
Hemphill Law Office PLC	legal fees	4,243.33
Holmes Lock & Safe Inc	rekey door/kestricted key	68.00
ICMA Retirement Trust - 457	icma	560.00
Ingram Library Services	books	1,410.16
Iowa Department of Revenue	mo sales tax	14,559.00
Iowa Finance Authority	p/l pymt	803,070.00
Iowa Lakes Electric Cooperative	mo utilities	713.00
Iowa Law Enforcement Academy	training	175.00
Iowa One Call	mo one calls	218.90
Iowa Public Employees Retirement System	ipers	21,684.64
Jaah Inc	ssmid refund	171.15
Jacobsen Homes Corporation	ssmid refund	253.46
Janitors Closet	misc supplies	648.51
Johnston AutoStores	misc parts/supplies	38.22
Ken Borth Auto Plaza Inc	left hand wing plow svce call	1,056.34
Kimball Midwest	hand soap	29.49
Knight Protection Inc	door holders	1,400.00
Koenig Portable Toilets	mo porta rental	3,010.00
Kristat Auto Parts LLC	misc parts/supplies	69.03
Kustom Signals Inc	maintenance	445.50
Leading Edge Aviation	mo mgmt fees	3,104.17
Lube Tech	misc supplies	1,054.70
Maintainer Corporation of Iowa Inc	filters	402.44
Mar-Lin Business Supply	misc office supplies	77.64
Maurer, Paul & Barbara	ssmid refund	1,263.56
Maxyield Cooperative-Acct 4529	fuel	2,566.74
Mayer, Matthew & Angela	ssmid refund	15.02
Menards -Spencer	misc parts/supplies	1,262.77
MichaelSon Inc	brick block / crushed concrete	2,073.94
Mid Iowa Solid Waste Equipment Co Inc	filters	272.09
Miller, Lee & Brenda	ssmid refund	275.68
Motorola Solutions Inc	text a tip	1,680.00
Muller Revocable Trust, William	semi annual TIF payment	14,088.36
Municipal Fire & Police Retirement System of Iowa	civil svce p & f	21,161.43
Napa Auto Parts	misc parts/supplies	1,132.11

Nielsen's Tire & Appliances	tire repair	25.95
Northern Lights Distributing Inc	concession supplies	930.39
Northwest Bank	ssmid refund	2,213.90
Northwest Iowa Planning & Development Commission	annual dues	5,616.50
Otto Lawn Care	lawn svce	465.00
People for Pets	mo agmt	600.00
Petty Cash-Spencer Municipal Golf Course	replenish golf checkbook	4,582.33
Plumbing & Heating Wholesale Inc	pentagon key	11.89
Pocahontas County Solid Waste	1/2 ewaste disposal	643.10
Quadiant Leasing USA	qtrly lease	461.34
R & R Products Inc	misc parts/supplies	920.20
Ramaker & Associates Inc	annual cims support	1,450.00
RDO Equipment Co	annual subscription renewal	2,050.00
Ricks Pest Control	pest control	135.00
River Valley Telecommunications	phone/internet/office-lf	96.64
Schmidt, Nate	ssmid refund	139.61
Schoeneman Bros Company	misc matl repairs	213.77
Sherwin Williams	paint supplies	21.78
Sioux City Journal Communications Solutions Inc	advertising	75.00
Spencer Ag Center LLC	firewall access point	1,585.91
Spencer Auto Parts	semi annual TIF payment	22,984.00
Spencer Community Schools	misc parts/supplies	887.68
Spencer Daily Reporter	mo share local option sales tax	48,865.43
Spencer Family YMCA	legal ads/publications	2,322.50
Spencer Municipal Hospital	concession/operation pymt	23,369.00
Spencer Municipal Utilities	emee drug testing	650.22
Spencer Office Supplies	mo utility chges	38,829.57
Spencer Radio Group	misc office supplies	552.14
Spencer Rotary Club	advertising	786.00
Spencer Trophy & Awards	dues	163.00
Squire Promotional	nameplate	11.00
SS Collision Cycle Works & Graphics	dare matls	629.72
State of Iowa Treasurer	litter trailer signage update	70.00
Steffen Investments	state wh	7,615.31
Steffen, Tim & Sherri	ssmid refund	250.30
Strohman Concrete	ssmid refund	43.45
Studer, Kirk & Christina	sidewalk replacement	5,937.75
Summit 21 Enterprises LLC	ssmid refund	194.91
TewesTrucking	ssmid refund	88.62
The Book Farm Inc	hauling snow	2,356.25
The Messenger	books	472.94
The Retrofit Companies Inc	advertising	20.00
The Water Connection Inc	tv&ewaste / hhw disposal	3,344.60
Thiessen, Whitney	water	57.00
Tiger Pride Lawn Care	band contract	650.00
TNT Brush	lawn svce	82.72
Tracsystems Inc	tac oil brushes	46.00
Truck Center Companies	software	1,819.00
	misc parts/supplies	2,152.26



Truck Equipment Inc	misc parts/supplies	426.86
Tyler Technologies Inc	tcm implementation	1,982.50
Uline	cd cases	49.47
UMB Bank	bond pymts	756,420.00
Unity Point Clinic-Occupational Medicine	emee drug testing	714.00
Universal Chemical LLC	air freshners	507.29
Utility Equipment Co	ferncos	187.10
Veridian	gears	3,322.48
Verizon Wireless	fire/ planning/planning tablet mo chg	216.82
Video Bread	dvds	165.00
Visa (Admin)	various credit card chges	3,606.50
Visa (Fire)	various credit card chges	456.95
Visa (Golf)	various credit card chges	332.91
Visa (Library)	various credit card chges	39.63
Visa (Park)	various credit card chges	411.70
Visa (Planning)	various credit card chges	209.21
Visa (Police)	various credit card chges	1,625.90
Visa (Public Works)	various credit card chges	11.68
Wagner, Mark	ssmid refund	47.21
Wex Bank-Wright Express FSC	fuel	66.12
White Glove Janitorial Services & Building Svces	paper towels/garbage bags	86.58

## Fund Summary

Fund	Payment Amount
001 - GENERAL FUND	231,299.32
045 - LIBRARY RESERVE	7,720.00
049 - DRUG EDUCATION	629.72
052 - FIRE RESERVE	3,217.50
055 - SIDEWALK RESERVE	1,184.50
056 - PARK RESERVE	25,000.00
061 - ECONOMIC DEVELOPMENT	387.28
062 - SHINE LOAN	2,083.33
085 - HOTEL/MOTEL TAX	3,750.00
092 - TECHNOLOGY FUND	4,020.24
115 - GROUP INSURANCE	140,089.25
117 - CIVIL SERVICE	33.90
124 - LOCAL OPTION SALES TAX	68,411.60
125 - T.I.F.	37,072.36
162 - SSMID	7,426.76
200 - DEBT SERVICE	918,260.00
300 - CAPITAL IMPROVEMENT	6,153.25
620 - SANITARY SEWER	13,553.01
635 - SEWER DEBT SINKING FUND	641,230.00
660 - AIRPORT ENTERPRISE	6,234.81
670 - SOLID WASTE	19,957.44
673 - LANDFILL	14,835.92
682 - ENVIRONMENTAL MANAGEMENT	1,289.10
690 - REGIONAL COLLECTION CENTE	3,221.41
949 - CENTRAL GRAGE	633.66

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950 - FUEL EQUIPMENT

23,573.69

**Grand Total:**

**2,181,268.05**