

**SPENCER CITY COUNCIL MEETING**

**June 21, 2021**

**SPENCER, IOWA**

The City Council of the City of Spencer, Iowa, met on the 21<sup>st</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 Wunschel to approve items on the consent agenda, as follows:

Approve City Council Minutes of City Council Minutes of June 7 and June 9, 2021;

Renewal of Class C Beer/Wine Permit for Chen's Garden, subject to final approval by Iowa Alcoholic Beverages Division;

Approve Cigarette / Tobacco Licenses, effective July 1, 2021 for **C's Liquor, Cargo Express, Casey's #1894, Casey's #2902, Casey's #2877, Brew Oil #31, Brew Oil #32, Brew Oil #40, Fareway Stores, Inc., Hy-Vee (Store), Hy-Vee (Gas Station), WalMart #2714, Walgreens #11153 and Tobacco Vape & ECIG LLC** Licenses are issued by State of Iowa ;

**RESOLUTION NO. 6188 RESOLUTION TO PROVIDE A NOTICE OF HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR 2021 SPENCER POLICE DEPARTMENT PARKING LOT REPLACEMENT PROJECT AND THE TAKING OF BIDS THEREFOR (Letting Date July 15, 2021, 3:00 P.M. , Hearing Date July 19, 2021, 6:30 P.M.);**

**RESOLUTION NO. 6189 A RESOLUTION PROPOSING THE TRANSFER OF A TRIANGULAR TRACT OF LAND IN THE SOUTHEAST QUARTER OF SECTION 24, TOWNSHIP 96 NORTH, RANGE 37 WEST OF THE 5<sup>TH</sup> P.M., CLAY COUNTY, IOWA, DESCRIBED AS FOLLOWS, TO WIT: COMMENCING AT THE SOUTHEAST CORNER OF SECTION 24, TOWNSHIP 96 NORTH, RANGE 37 WEST OF THE FIFTH PRINCIPAL MERIDIAN, CLAY COUNTY, IOWA, AND RUNNING FROM THIS POINT WEST ALONG THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 24 A DISTANCE OF 88 FEET TO THE POINT OF BEGINNING AND RUNNING FROM THIS POINT OF BEGINNING NORTH PARALLEL WITH THE EAST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 24 A DISTANCE OF 91 FEET; THENCE SOUTHWESTERLY TO A POINT ON THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SAID**

**SECTION 24 WHICH IS 91 FEET WEST OF THE POINT OF BEGINNING; THENCE EAST ALONG THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 24 A DISTANCE OF 91 FEET TO THE POINT OF BEGINNING, TO ECKHART LAND CO., INC.;**

**RESOLUTION NO. 6190 TO FIX A DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO ISSUE HOSPITAL REVENUE BONDS OR NOTES, IN ONE OR MORE SERIES, IN A PRINCIPAL AMOUNT NOT TO EXCEED \$7,000,000 FOR THE PURPOSE OF FINANCING CAPITAL IMPROVEMENT PROJECTS FOR THE BENEFIT FOR SPENCER MUNICIPAL HOSPITAL (July 19, 2021, 6:30 P.M.);**

**RESOLUTION NO. 6191 RESOLUTION APPROVING TRANSFER OF FUNDS FROM THE SPENCER MUNICIPAL ELECTRIC UTILITY TO THE SPENCER MUNICIPAL WATER UTILITY;**

**RESOLUTION NO. 6192 A RESOLUTION REQUESTING FUNDING FROM THE AMERICAN RESCUE PLAN FOR CITY OF SPENCER IOWA;**

Approve Residential Tax Abatement Application for KBBR Properties at 709 E 8<sup>th</sup> St.;

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.

It was moved by Council Member Hanson and seconded by Council Member Moriarty to Approve Agreement with Krier & Blain, Inc., Sioux Falls, SD for Spencer Public Library HVAC Improvements Project (\$48,500.00). 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, Hanson, Reit, Moriarty

NAYS: None

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

**RESOLUTION 6193 RESOLUTION APPROVING CONTRACT AND PERFORMANCE AND/OR PAYMENT BONDS FOR 2021 4<sup>TH</sup> STREET RESURFACING PROJECT**

**WITH BLACKTOP SERVICE CO., FOR \$661,127.21 (IOWA DOT PROJECT STBG-SWAP-7170(629)-SG-21);**

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. 6194 A RESOLUTION FIXING THE COMPENSATION OF THE ACTING CITY MANAGER;**

It was moved by Council Member Reit and seconded by Council Member Wunschel to Approve Job Description of City Manager of the City of Spencer. The motion was declared carried when all Council Members present voted aye on voice call vote.

It was moved by Council Member Hanson and seconded by Council Member Nelson to Approve Professional Services Contract with Kruse, Cate & Nelson P.C. for 2021 7<sup>th</sup> Avenue S.W. Sewer Extension Project to include “not to exceed \$18,500.00 maximum.” The motion was declared carried when all Council Members present voted aye on voice call vote.

Council Member Larsen 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. 6195 A RESOLUTION APPROVING AN EASEMENT USE AGREEMENT WITH ROBERT BATES AND KIMBERLY BATES;**

**Engineer’s Reports:**

**City Manager’s Report:**

**Mayor’s Report:**

It was moved by Council Member Wunschel, seconded by Council Member Larsen to Approve Appointments to City of Spencer Boards & Commissions, effective 7/1/2021. The motion was declared carried when all Council Members present voted aye on voice call vote.

-Kyle Norris	Airport Board, term expires 6/30/2025
-Trevia Graves	Compensation Advisory Board, term expires 6/30/2027
-John Goede	Compensation Advisory Board, term expires 6/30/2027
-Maureen Oechslin	Historic Preservation Commission, term expires 6/30/2024
-Randy Cauthron	Renaissance Initiative Committee, term expires 6/30/2024
-Suzanne Harper	Renaissance Initiative Committee, term expires 6/30/2024
-Steve Waller	Zoning Board of Adjustment, term expires 6/30/2026
-Rich Prentice	Zoning Board of Adjustment, term expires 6/30/2026

It was moved by Council Member Reit, seconded by Council Member Nelson to Approve Appointment of Larry Rupert to the Golf Course Board, effective immediately to fulfill the term of Erik Stuckey, term expires 6/30/2024. The motion was declared carried when all Council Members present voted aye on voice call vote.

#### **Council Committee Reports:**

Upcoming Meetings:

- Committee of the Whole Meeting, 6/24/2021, 4:30 P.M. (Meeting later cancelled)
- Regular City Council Meeting, 7/6/2021, 6:30 P.M.

It was moved by Council Member Orrison, seconded by Council Member Nelson 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 7:09 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 6/21/21**

Vendor Name	Payable Description	Total Payments
A & M Inc	laundry svce	300.20
A-1 Portables	porta rental	61.00
Allegiant Technology	fax svce	44.64
Alliant Energy/ILP	mo utility	227.96
Amazon Capital Services	computer, misc supplies	1,345.28
American Business Phones	phone support	200.00
Animal Medical Center PC Hartley/Spencer	mo animal control	1,046.51
Arnold Motor Supply LLP	misc parts/supplies	801.97
Asp Promotions	dare challenge coins	786.58
Audio Video Connection	dryer	475.00
B & I Electric LLC	motor repairs	2,944.00
Baker & Taylor	books	492.79
Black Hills Energy	mo utility	195.87
Blacktop Service Company	hot mix asphalt	1,643.20
Bomgaars	misc parts/supplies	283.11
Bound Tree Medical LLC	first aid supplies	330.07
Buds Service Inc	towing	500.00
C & B Operations LLC	equipment repair	20,646.21
C & D Refrgeration Co	svce call	900.55
CAAW	liner repair	2,750.00
Carrico Aquatic Resources	water testing kit supplies	156.42
Carroll Construction Supply	misc parts/supplies	499.41
Central Payment	monthly cc fees	3,070.85
Christians Sheet Metal HVAC Inc	svce call	80.00
Christiansen Construction Company	pay est	11,590.00
Clay County Treasurer	inspection	493.00
Clear Creek Acres	litter pickup	506.00
Coffman Associates Airport Consultants	master plan project	8,474.00
Core & Main	tracer locater	2,868.58
Culligan Water of Emmetsburg	water	30.00
Custom Products Corporation	shoulder markers	500.00
Dels Garden Center Inc	plants	2,572.50
Dog Waste Depot	pet waste bags	456.42
Don Pierson Ford Lincoln Inc	latch	90.13
Ecolab Pest Elimination	pest control	125.29
Elliott Equipment Company	misc parts/supplies	1,162.58
Engineering Design Associates Inc	eng svce	682.45
Fareway Stores Inc #788	concession supplies	103.27
Farmers Trust & Savings Bank	acct annalysis	81.47
Fastenal Company	misc parts/supplies	264.45
Feld Fire	chemicals	1,979.00
Fire Proof Plus Inc	2.5 gal pw	225.60
Fire Safety USA	helmets	333.70
FlowMSP, Inc	annual license fee	1,200.00
Fox International Inc	misc parts/supplies	988.32

Galens Pro Mow LLC	misc parts/supplies	413.94
GCC Alliance Concrete Co Inc	concrete for intake	547.00
Gordon Bannerman Limited	drag eq	763.46
Graettinger Hardware	misc parts/supplies	140.95
Graham Tire Company of Spencer Inc	tires/repairs/rotation	2,266.83
Great Lakes Concrete Inc	concrete	1,087.75
GRP & Associates Inc	sharp disposal	382.00
Hallet Materials	cold mix	2,084.30
Heller Enterprise LLC DBA Northwest Iowa Sprinkler	parts	317.50
HLW Engineering Group	water quality monitoring	2,053.00
ICAN	recycle ad	400.00
Ingram Library Services	books	117.19
Iowa Department of Public Safety	iowa warrents	3,096.00
Iowa Lakes Community College	trng class	30.00
Iowa Lakes Electric Cooperative	mo utilities	712.00
Janitors Closet	cleaning supplies	680.84
Jaycox Implement Inc	misc parts/supplies	73.79
King Construction	liner repairs	7,000.00
Knight Protection Inc	svce ca ll	1,435.00
Koenig Portable Toilets	porta rental	712.00
Kristat Auto Parts LLC	misc parts/supplies	381.07
Kruse Cate & Nelson PC	eng svce	17,241.31
KUDO/KUQQ/KUYF-FM	advertising	378.00
Kunzie LLC	ssmid refund	458.41
Loffler Companies Inc	copier contract	285.39
Lube Tech	misc parts/supplies	3,429.27
Markley, Bryan	refund	139.10
Marx Distribution Inc	umbrella parts	360.98
Matthews, Burlin	sidewalk grant	476.00
Maxyield Cooperative-Acct 4529	fuel	6,731.42
McClure Engineering Co	const eng svce	16,500.00
McMaster-Carr Supply Company	lock	27.20
McNeilus Truck & Manufacturing Company	gauges	225.12
Menards -Spencer	supplies	456.03
Michael Todd & Company	signs	2,179.07
Midwestern Mechanical-Fire Protection	svce call	2,498.00
Napa Auto Parts	misc parts/supplies	447.57
Nielsen's Tire & Appliances	mower tires	366.45
Northern Lights Distributing Inc	concession supplies	3,098.34
Northern Tool & Equipment/Blue Tarp Credit Service	magnet	759.62
Northwest Iowa Planning & Development Commission	shield program	1,000.00
Otto Lawn Care	mowing	75.00
P & H Fixture & Cabinet Company	refit counter drawers	225.00
Petty Cash-Spencer Municipal Golf Course	replenish golf check book	1,557.78
Plumbing & Heating Wholesale Inc	water system matl	271.60
Quality Marine, LLC	rocket slide restoration	3,875.00
Ricks Pest Control	pest control	90.00
Sandry Fire Supply LLC	ht	5,507.50

Schoeneman Bros Company	fan/light	568.33
Shine Brothers Inc	process cardboard	7,223.00
Slash Point Sales	security/anit virus renewal	54.95
Solutions Inc	datto backup/endpoint lic renew	957.74
Spencer Area Jobs Trust	qhi grant #95	12,500.00
Spencer Auto Parts	misc parts/supplies	469.11
Spencer Family YMCA	aq ctr contract	23,369.00
Spencer Office Supplies	office supplies	1,044.44
Spencer Radio Group	ads	1,877.00
Squire Promotional	clothing	23.36
State Steel of Spencer	steel	36.85
Sullivan Concrete	concrete	560.00
SWANA	membership	223.00
Syntex Industries	card reader - software	3,996.00
The Book Farm Inc	lib matls	1,579.91
The New Sioux City Iron Company	blades	24.47
The Retrofit Companies Inc	rcc disposal	984.35
The Water Connection Inc	water	74.00
Tiger Pride Lawn Care	lawn svce	2,141.89
Tri County Equipment & Repair	a/c repair	575.09
UMB Bank	registration fees	850.00
Vans Sanitation Inc	process recycling	856.80
Veridian	gear purchase	2,000.00
White Glove Janitorial Services & Building Svces	trash bags	85.52
Zalaznik Equipment	truck shop septic connection	3,200.00
Zimco Supply	supplies	50.00

Fund Summary

Fund	Payment Amount
001 - GENERAL FUND	109391.15
045 - LIBRARY RESERVE	682.45
049 - DRUG EDUCATION	786.58
055 - SIDEWALK RESERVE	476
056 - PARK RESERVE	3875
090 - QUALITY HSG INITIATIVE	12500
092 - TECHNOLOGY FUND	223.99
162 - SSMID	458.41
200 - DEBT SERVICE	850
300 - CAPITAL IMPROVEMENT	11265.19
350 - CAPITAL IMP RESERVE	181.25
501 - RIVERSIDE TRUST	75
600 - ENTERPRISE CAPITAL IMPR	41987.22
620 - SANITARY SEWER	4401.88
660 - AIRPORT ENTERPRISE	4140.78
670 - SOLID WASTE	14673.99
673 - LANDFILL	20358.93
678 - ENVIRONMENTAL PROTECTION	543.3
682 - ENVIRONMENTAL MANAGEMENT	1594
690 - REGIONAL COLLECTION CENTE	1366.35

949 - CENTRAL GRAGE

3355.5

Grand Total:

233,186.97

<u>May 2021 Receipts</u>	Monthly Revenue
<b>Fund</b>	<b>Period Activity</b>
001 - GENERAL FUND	385,412.18
020 - PROPERTY INSURANCE	2,836.42
040 - CEMETERY RESERVE	1,675.15
041 - RIVERSIDE COLUMARIUM	10.58
045 - LIBRARY RESERVE	2,177.04
047 - COMMUNICATION CENTER RES	40.56
049 - DRUG EDUCATION	309.41
050 - POLICE RESERVE	5,972.22
052 - FIRE RESERVE	9,907.29
054 - STR IMP RESERVE	30,361.31
055 - SIDEWALK RESERVE	116.38
056 - PARK RESERVE	19,316.16
059 - TREES FOREVER	2.86
060 - SRTS RESERVE	32,643.17
061 - ECONOMIC DEVELOPMENT	223.36
062 - SHINE LOAN	4,188.08
063 - RENAISSANCE INITIATIVE	2,120.36
064 - CABLE TV	59.37
066 - PUBLIC WORKS EQUIPMENT	12,847.55
068 - CITY HALL RESERVE	2,617.64
070 - STORM WATER DIST #1	1,876.92
080 - STORM SEWER RESERVE	727.10
085 - HOTEL/MOTEL TAX	54,956.26
087 - SPENCER CARES	75.24
089 - EMERGENCY FUND	609.37
090 - QUALITY HSG INITIATIVE	36.44
091 - SUBSTANDARD HOUSING	191.03
092 - TECHNOLOGY FUND	5,180.95
093 - ACCRUED BENEFITS	92.11
110 - ROAD USE TAX	114,470.18
112 - FICA/IPERS	42,899.53
113 - WORK COMP	3,853.47
114 - UNEMPLOYMENT	639.13
115 - GROUP INSURANCE	81,629.12
117 - CIVIL SERVICE	301.06
118 - POLICE PENSION	8,437.72
119 - POLICE SPECIAL PROCEEDS	19.39
120 - FIRE PENSION	1,644.45
124 - LOCAL OPTION SALES TAX	195,944.28
125 - T.I.F.	49,357.96
127 - SALES TAX TIF	208.08
162 - SSMID	2,235.24
200 - DEBT SERVICE	13,772.95
350 - CAPITAL IMP RESERVE	86,012.64



500 - PERPETUAL CARE	400.00
501 - RIVERSIDE TRUST	12.35
502 - COLUMBARIUM VAULT	3.53
503 - NORTHLAWN PERP CARE	144.68
504 - GRIFFIN TRUST	37.03
505 - LEACH TRUST	11.76
615 - WTP RESERVE	1,184.24
620 - SANITARY SEWER	197,147.99
625 - SANITARY SEWER RESERVE	552.36
630 - CSI RESERVE	79,450.53
635 - SEWER DEBT SINKING FUND	25,190.44
660 - AIRPORT ENTERPRISE	6,285.34
661 - AIRPORT RESERVE	347.38
670 - SOLID WASTE	209,398.64
671 - SOLID WASTE RESERVE	56,072.14
672 - TRANSFER STATION CLOSURE	11.76
673 - LANDFILL	267,050.54
674 - LANDFILL RESERVES	1,670.69
677 - LANDFILL PLANNING	230.42
678 - ENVIRONMENTAL PROTECTION	139.31
679 - LANDFILL POST CLOSURE	1,271.83
680 - LANDFILL CLOSURE	747.51
682 - ENVIRONMENTAL MANAGEMENT	184.14
685 - CELL CONSTRUCTION RESERVE	837.44
690 - REGIONAL COLLECTION CENTE	3,253.06
746 - GOLF COURSE RESERVE	2,367.80
949 - CENTRAL GRAGE	1,290.23
950 - FUEL EQUIPMENT	23,033.10
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	2,056,333.95