

SPENCER CITY COUNCIL MEETING

February 1, 2021

SPENCER, IOWA

The City Council of the City of Spencer, Iowa, met on the 1st day of February, 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. Public access was also 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

Audit Presentation by Winther, Stave & Company for Fiscal Year 2019/2020;

It was moved by Council Member Moriarty, seconded by Council Member Reit to Accept and Approve Fiscal Year 2019/2020 City of Spencer Audit as prepared by Winter, Stave & Company. The motion was declared carried when all Council Members voted aye on voice call vote.

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 January 18, 2021;

Approve Class C Liquor License with Sunday Sales for Monterrey Mexican Restaurant and ownership update and Class B Beer Permit with Sunday Sales for Godfather's Pizza, both subject to final approval by Iowa Alcoholic Beverages Division;

**RESOLUTION NO 6139.1 RESOLUTION AUTHORIZING PERMANENT
TRANSFER OF FUNDS OF BUDGETED TRANSFERS FOR MONTH ENDING
JANUARY 31, 2021;**

Approve Applications for Residential Tax Abatement from: Kenneth & Marilyn Ullmann, 1811 20th Avenue West; and Michael & Connie Christofferson, 2006 20th Avenue West;

Confirm Jobs Trust Contribution of 45,000 for JHKH Holdings, Inc. for the renovation of the Oak Crete Apartment Complex;

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: Hanson

Whereupon the Mayor declared the motion duly carried.

The Mayor announced that this was the time and place set for Public Hearing on Proposed Zoning Ordinance Text Amendments Amending Title 9, Chapters 5 and 8, of the Spencer City Code Concerning “Can and Bottle Redemption Centers”

Written comments were filed by the following:

None

Oral comments were made by the following:

None

The Mayor announced the hearing closed.

Council Member Orrison introduced and caused to be placed on file an ordinance entitled “An Ordinance Amending Title 9, Chapters 5 and 8 of the Spencer City Code Concerning “Can and Bottle Redemption Centers”. Council Member Hanson 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

Absent: None

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

Suspend Rules – February 1, 2021

Council Member Hanson, seconded by Council Member Larson moved that the rules requiring certain ordinances to be placed on file at two meetings prior to the meeting at which it is adopted be suspended. Whereupon, 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

Absent: None

Whereupon, the Mayor declared the motion carried and said proposed ordinance, at this time, was placed upon its final passage and adoption.

Final Filing – February 1, 2021

Council Member Nelson moved that the proposed ordinance entitled, “An Ordinance Amending Title 9, Chapters 5 and 8 of the Spencer City Code Concerning “Can and Bottle

Redemption Centers” be finally passed and adopted as Ordinance No. 864. Council Member Wunschel seconded the motion. 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
Absent: None

Whereupon, the Mayor declared the motion carried and Ordinance No. 864 duly passed and adopted and signed his approval thereto.

ORDINANCE NO. 864 AN ORDINANCE AMENDING TITLE 9, CHAPTERS 5 AND 8 OF THE SPENCER CITY CODE CONCERNING “CAN AND BOTTLE REDEMPTION CENTERS”;

Council Member Orrison moved that that proposed ordinance entitled “AN ORDINANCE TO UPDATE THE SCHEDULE OF STREET AND SIDEWALK GRADES” be passed and adopted as Ordinance No. 865. 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. 865 duly passed and adopted and signed his approval thereto.

ORDINANCE NO. 865 AN ORDINANCE TO UPDATE THE SCHEDULE OF STREET AND SIDEWALK GRADES;

It was moved by Council Member Hanson, seconded by Council Member Larsen to Approve Iowa Department of Transportation Agreement for a Surface Transportation Block Grant Program Federal-Aid Swap Project (2021 4th Overlay Project). 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 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. 6140 A RESOLUTION APPROVING A REVISED JOB DESCRIPTION FOR THE CITY OF SPENCER PLANNING DIRECTOR, AUTHORIZING THE CREATION OF THE POSITION OF CITY OF SPENCER HUMAN RESOURCES MANAGER AND APPROVING THE JOB DESCRIPTION;

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. 6141 RESOLUTION TO PROVIDE FOR A NOTICE OF HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE 2021 WASTE TREATMENT PLANT IMPROVEMENTS PROJECT, AND THE TAKING OF BIDS THEREFOR (Hearing Date 3/15/21, Letting Date 3/4/21);

Council Member Reit 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 NO. 6142 A RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY AND THE SPENCER EMPLOYEES' ASSOCIATION, INC. FOR THE PERIOD JULY 1, 2021 THROUGH JUNE 30, 2024, INCLUDING AMENDMENTS TO THE BARGAINING UNIT;

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 Reit, seconded by Council Member Nelson to approve the Appointment of David Lyons to the Library Board, to fulfill the term of Karen Carey, term expires 6/30/2022. The motion was declared carried when all Council Members present voted aye on voice call vote.

Council Committee Reports:

Upcoming Meetings:

- Finance Committee Meeting, February 2, 2021, 6:30 P.M.
- Finance Committee Meeting, February 4, 2:00 P.M.
- Committee of the Whole, February 8, 2021, 6:30 P.M.
- Committee of the Whole: Goal Setting, February 10, 2021, 5:00 P.M.
- Regular City Council Meeting, February 15, 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:

Sheriffa Jones, Chamber Update

It was moved by Council Member Reit 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.

Kevin Robinson, Mayor

ATTEST:

Theresa Reardon, City Clerk

(SEAL)

Minutes are subject to approval by the Spencer City Council.

Claims 2/1/21

Vendor Name	Payable Description	Total Payments
A & M Inc	laundry svce	202.62
A-1 Portables	porta rental	66.00
AFLAC	aflac ins	883.81
Airgas North Central	misc melding supplies	683.63
Alpha Wireless Communications Co	2 way radio, mag mount	656.65
Amazon Capital Services	misc supplies	1,513.13
American Signal Corporation	preventative maintence sirens	3,682.74
Arnold Motor Supply LLP	misc parts/supplies	570.14
Auto Refinish Solutions	filters	66.00
Baker & Taylor	books	802.54
BlackStrap Inc	road salt	5,895.77
Bomgaars	misc parts/supplies	25.75
Book Look	books	552.65
Canon Financial Services LLC	copier contract	172.46
Clay County Auditor	mo share local option sales tax/jail pymt	21,881.87
Clay County Regional Event Center	mo contribution	3,750.00
Colonial Life Insurance	colonial life ins	94.76
Community Insurance	broker fee	1,000.00
Cooperative Energy Company	fuel/hoses	20,960.93
Crescent Electric	led sign drivers	263.06
Crysteel Truck Equipment Inc	hose kit	204.44
Culligan of Spencer	water	49.95
Culligan Water of Emmetsburg	water cooler rent	23.00
Department of Human Services	child support pymts	571.44
Don Pierson Ford Lincoln Inc	mudflaps	40.24
Ecolab Pest Elimination	pest control	125.29
Emmetsburg Swanson Hardware	shop tools & supplies	58.98
Employee Benefit Services	mo group ins	140,717.16
ET Products Co Inc	fuel treatment	1,022.90
Farmers Trust & Savings Bank	payroll taxes	35,443.28
Fastenal Company	ladder/screws	143.63
Four B Construction LLC	snow removal	680.00
Fox International Inc	misc parts/supplies	175.59
Gale/Cengage Learning	books	307.39
Galens Pro Mow LLC	water pump/gasket/push rod	146.42
Goodyear Tire & Rubber Company	tire	231.30
Graettinger Hardware	furnace filter/misc nuts bolts	16.67
Graham Tire Company of Spencer Inc	tires/mount/flat repairs	1,451.81
H & N Chevrolet-Buick	control/handle - parts tailgate	146.12
Hansons Plumbing & Heating Inc	svce calls - hot water heater/boiler repair	333.60
Herbies Hangar Door	hangar door inspections	1,889.60

Hotsy Equipment Co Inc	rupture disc - power washer	64.16
Hulstein Excavating Inc	retainage	32,450.66
ICMA Retirement Trust - 457	icma	560.00
Ingram Library Services	books	350.00
Inland Truck Parts & Service	safety locks	1,308.15
International Institute of Municipal Clerks	annual membership fee renew	175.00
Iowa DARE Association	ia dare membership dues	200.00
Iowa Department of Revenue	mo sales tax	9,496.00
Iowa Department of Transportation	belly scrapper edges	3,250.68
Iowa One Call	mo one calls	47.80
Iowa Outdoors	1 yr sub renew	15.00
Iowa Parks & Recreation Association.	pool operator class	270.00
Iowa Prison Industries	signs grand ave	2,596.25
Iowa Public Airports Association	ipaa enhanced membership renew	175.00
Iowa Public Employees Retirement System	ipers	21,191.44
Iowa State University Extension Office Clay County	commercial pesticide cic	35.00
Iowa Workforce Development-Tax Bureau	unemployment claims	6,561.57
Janitors Closet	misc supplies	172.24
Johnston AutoStores	misc parts/supplies	128.18
Kapps Fire Extinguisher Sales and Services	annual fire extinguisher inspection	273.30
Knight Protection Inc	fire alarm testing & inspection	250.00
Koenig Portable Toilets	monthly porta rental	2,227.00
Lawn Care Barber	sidewalk snow removal	140.00
Leading Edge Aviation	mo mgmt fees	3,104.17
Loffler Companies Inc	copier contract	504.21
Mar-Lin Business Supply	misc supplies	177.87
Maxyield Cooperative-Acct 4529	fuel	2,604.03
Menards -Spencer	misc supplies	1,199.72
Mid Country Machinery Inc	mower parts	130.74
Montgomery, Barry, Bovee, Davis and Steffen Trust Account	land purchase	718,479.06
Municipal Fire & Police Retirement System of Iowa	civil svce p & f	31,307.97
Murphy Tractor - Power Plan	svce call & repair/returned parts	1,047.78
Napa Auto Parts	misc parts/supplies	462.66
Norgaard LLC	snow hauling	3,010.00
Northwest Glass Co Inc	door closers	575.00
Office of Auditor of State	fy 20 audit filing fee	850.00
Otto Lawn Care	sidewalk snow removal	650.00
People for Pets	mo agmt	600.00
Petty Cash - Library	petty cash reimbursement	44.68
Pixler Electric	svce call electrical work	481.56
Secure Shred Solutions LLC	shredding svce	48.00
Shine Brothers Inc	process cardboard	7,181.00
Speed Printers Inc	receipt books/covid signage	246.55
Spencer Auto Parts	misc parts/supplies	243.30
Spencer Community Schools	mo share local option sales tax	49,496.35
Spencer Office Supplies	misc office supplies	918.22
Spencer Radio Group	advertising	695.00
State of Iowa Treasurer	state w/h	7,029.92
State Steel of Spencer	stock steel/misc steel	349.05

Sunset Law Enforcement LLC	ammo	2,351.48
The Cartridge Connection Inc	misc office supplies	239.90
The Water Connection Inc	water	20.25
Titan Machinery/Productivity Plus Account	misc parts/supplies	1,101.80
Tradebe Environmental Services LLC	rcc disposal	9,288.01
Vander Haags Inc	svcec alls-alignmet/lights	842.74
Vans Sanitation Inc	recycling	1,117.56
Vaughn DeLoss Construction	snow hauling	580.00
Verizon Wireless	pole cameras	120.03
Visa (Admin)	various credit card chges	1,565.36
Visa (Fire)	various credit card chges	103.20
Visa (Landfill)	various credit card chges	136.88
Visa (Library)	various credit card chges	512.50
Visa (Park)	various credit card chges	80.00
Visa (Planning)	various credit card chges	418.00
Visa (Police)	various credit card chges	2,042.05
Visa (Public Works)	various credit card chges	75.00
White Glove Janitorial Services & Building Svces	paper towels/disinfectant refills	79.54
Winter Walking	traction aids	774.96
Zalaznik Equipment	bucket teeth/flex pins	110.54

Fund Summary**Payment
Amount**

001 - GENERAL FUND	133,430.05
049 - DRUG EDUCATION	293.46
061 - ECONOMIC DEVELOPMENT	718,742.12
085 - HOTEL/MOTEL TAX	3,750.00
114 - UNEMPLOYMENT	6,561.57
115 - GROUP INSURANCE	141,717.16
124 - LOCAL OPTION SALES TAX	69,294.89
350 - CAPITAL IMP RESERVE	2,596.25
600 - ENTERPRISE CAPITAL IMPR	32,450.66
620 - SANITARY SEWER	6,352.16
660 - AIRPORT ENTERPRISE	6,039.97
670 - SOLID WASTE	23,015.14
673 - LANDFILL	6,910.18
690 - REGIONAL COLLECTION CENTE	9,299.95
950 - FUEL EQUIPMENT	21,983.83
Grand Total:	1,182,437.39