

CITY OF BRITT – BRITT IOWA – JUNE 4TH, 2018

The City Council of the City of Britt, Iowa met in pursuant to law and the rules of said Council in regular session in the Council Chambers in City Hall at 7:00 o'clock P.M. the 4th day of June 2018. The meeting was called to order by Mayor Arndorfer, and the following Council members were:

PRESENT: Stacy Swenson, Curt Gast, Paul Verbrugge, and Chad Luecht

ABSENT: Bryan Aitchison

The Clerk presented the agenda. It was moved by Verbrugge and seconded by Gast to approve the agenda. Motion carried by unanimous vote.

The Mayor asked the Council members to state any conflicts of interest, as applicable.

It was moved by Verbrugge and seconded by Swenson that the following items (with the correction of motions of 1st to Aitchison & 2nd to Verbrugge to 05/23/2018 meeting) contained in the Consent Agenda be approved and adopted:

All items listed under the Consent Agenda will be enacted by one motion with a roll call vote. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any non-controversial subjects.

- a. Minutes of the 05/15/2018 Council meeting & the 05/22/2018 Special Council Meeting.
- b. Minutes of the 05/23/2018 Personnel & Finance / Public Works Joint Committee Meeting
- c. Claim list in the amount of \$78,304.58
- d. Renewal liquor license for Gifts Sew Sweet - Class B Native Wine Permit (WBN)
- e. Renewal liquor license for La Guadalupana – Class C Liquor License (LC) (Commercial) with Sunday Sales
- f. Approve Cigarette Permit for Casey's General Store for FY2018/2019
- g. Approve Cigarette Permit for Dollar General Store # 4565 for FY2018/2019
- h. Approve bid to remove trees from Lion's Park
- i. Closure of Main Avenue from 1st St NW to 2nd St NW for the Koyote Custom Poker Run from 8am to 1pm

A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Verbrugge and Luecht

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

Amy Jones was present to discuss Elderbridge Agency on Aging sponsorship of the Meals on Wheels program that is offered in Britt. She stated the Ventura City Council requested she notify cities that we currently getting their Meals on Wheels out of their facility. The amount of need was not given. Gast stated we aren't opposed to helping but feels the council needs more information like how the bills are being paid now, who else will be participating? Will the amount that will be requested cover just our share of meals or are we contributing to overall operations? Currently, Britt has 14-16 meals brought in

each day. Amy also let us know that her last day is Friday the 8th of June and we will have to contact her boss with any questions. At this time, we will find out what is being asked of us financially before any decision will be made.

Brent Harms and his contractor was present to discuss the use of corrugated steel on his garage. They noted the type of steel is not the same as it was years ago. They presented their case to the City Council noting the desire to put ribbed steel as siding on a shed with the ends being all trimmed out. It was suggested they take their request to the Planning & Zoning Board or the Board of Adjustment. To request to be seen by the Planning & Zoning Board or Board of Adjustment will cost \$100. We will verify that amount and get back to Brent. The P&Z Board will look to change our current ordinance. The Board of Adjustment will look at provided an exception to the rule. If Brent decides to move forward Sawyer will set up a meeting with whichever boards Brent wants to speak with.

Andy Buffington from Hancock County Emergency Management was present to discuss the Multi-Jurisdictional Hazard Analysis project. Andy explained this process is done every 5 years. This project is a two-step process with the first step looking to go through the Hazard Analysis Risk Assessment. Each hazard presented was voted on whether or not it would be applicable in our City. Next, it was reviewed for Probability, Magnitude/Severity, Warning Time and Duration. Andy will compile the information and then return at another meeting to complete the second step.

Officer Tyler Harmon of the Britt Police Department presented a request to possibly add a K9 Unit to the department. Harmon spoke of his desire from the beginning of him joining the force here in Britt to someday become a K-9 unit. He explained that it is his intent to cover all costs of obtaining a K-9 by applying for grants and creating a go-fund-me page to pay for what grants do not cover. The training for the dog and handler will be provided by for free from Hancock County Deputy Sheriff Andy Klein, who is a certified Master Trainer who feels he is just giving back to his county. Costs to be absorbed by the Police Department would be food, which they figure will amount to \$500 /year and the yearly training which was reported to be around \$300/year. Britt Police Chief Dan Cummings fully endorses this the idea of having a K-9 unit in Britt. It was moved by Gast and seconded by Verbrugge for Harmon, Cummings and Klein to begin raising funds to support a K-9 unit for the City of Britt. Motion carried by unanimous vote.

Department heads presented their monthly reports. Present – Linda Friedow/Librarian, Vance Hagen/Public Works, Dan Cummings/Police, Jon Swenson/Fire Chief, and Mike Boomgarden/Zoning Administrator.

City Administrator Sawyer noted that as the original borrowing for the Burgradt Commercial project was done ahead of the bid, the amount the city borrowed only covered a portion of the budget. It will take additional funds to complete the project. Council member Gast introduced Resolution No. 12-2018, entitled “RESOLUTION DECLARING AN OFFICIAL INTENT UNDER TREASURY REGULATION 1.150-2 TO ISSUE DEBT TO REIMBURSE THE CITY FOR CERTAIN ORIGINAL EXPENDITURES PAID IN CONNECTION WITH SPECIFIED PROJECTS.” Council member Verbrugge seconded the motion. A roll call vote was had which was unanimous in favor of the motion and the resolution was duly adopted.

Sawyer presented the costs to pull electric and gas to the Commercial Park. The rough estimate to pull those utilities onto the land will cost approximately \$31,000 for gas portion and \$56,000 to install electric

to the park. All electric utilities will be underground. Those figures will supply more than enough to accommodate a commercial park.

West Hancock Ambulance has made a request to close of 1st Ave SW from Center to 1st St SW for their Annual Picnic on June 20th, 2018 from 5-7 pm. They ask if they can have the barricades dropped off as they have had in the past. It was moved by Verbrugge and seconded by Swenson to approve the closure of 1st Ave SW from Center to 1st St SW for their Annual Picnic on June 20th, 2018 from 5-7 pm. Motion carried by unanimous vote.

Sawyer discussed the new Excise tax that has taken the place of the Sales Tax on our water usage. We will no longer be able to receive LOST monies from that revenue as we have done in the past from the sales tax. She wants the council to be aware this will take away several thousand dollars from the budget and although it may seem insignificant every dollar counts when staying inside the restraints of your budget. These numbers may be discussed during the next Public Works meeting.

Finally, Sawyer brought to the attention of the Council and Mayor the need to decide what we want to do with the Commercial Park land. Do we want to allow it to be used for grass bails or do we complete the application for business tax credit? Mayor Arndorfer asked Vance Hagen to contact the individual who mowed it last year if he would be willing to do it again. Decision to be made at the next Council meeting.

Mayor Arndorfer provided the council with updates on the Commercial Park project, the Wastewater Treatment Plant (WWTP) project, which by mandate from the Iowa Department of Natural Resources is to be completed by 2020, and finally an overview of the update to the Water Plant which we know needs to be done but is not on our list to be done soon. We understand these types of plants only have so long before updates must be done. But these projects will be costly, so we are planning these upgrades to be done accordingly.

An additional report from Mayor Arndorfer included a meeting that he and Sawyer had with members from the Alliance for Substance Abuse Prevention (ASAP) coalition. Their concern is focused mostly on the legal sale of marijuana in Britt. If the legislature approves the sale of marijuana in the State of Iowa how will the city zone these types of enterprises. They want us to be proactive so the sale of medical and/or recreational marijuana is kept out the hands of our youths. The coalition just wants the council to be prepared and have an action plan if it ever happens. The Mayor stated his opinion was to wait and see what the Iowa Legislature does before we get too involved.

A date of Tuesday, June 12th, 2018 at 7pm for a Public Works/Trees Committee meeting in City Hall.

It was moved by Verbrugge and seconded by Luecht to adjourn the meeting. Motion carried by unanimous vote.

Debra R. Sawyer, City Administrator/ Clerk

Ryan Lee Arndorfer, Mayor

“These minutes are as recorded by the Deputy Clerk and are subject to Council approval at the next regular meeting.”

VENDOR	DESCRIPTION	AMOUNT
VENDOR	DESCRIPTION	AMOUNT
MAXYIELD COOPERATIVE	GAS	\$3,210.04
IOWA ONE CALL	IOWA ONE CALL	\$29.70
TRULSON AUTO	VEH MAINTENANCE/SEWER MISC	\$206.23
IPERS	POLICE IPERS	\$7,126.28
NATIONWIDE RETIREMENT	DEFERRED COMP	\$90.00
STATE TREASURER	STATE TAXES	\$2,089.00
MEIER PLUMBING AND HEAT	VALVE KIT/O RING	\$137.16
DELTA DENTAL OF IOWA	DNTL/VISN-PRETX	\$506.08
PETTY CASH	CONCESSION CASH SR	\$140.00
NORTH IOWA MEDIA GROUP	PUBLISHING	\$257.13
SWENSON'S HARDWARE	SUPPLIES	\$15.98
HANCOCK CO CLERK OF COURT	GARNISHMENT	\$719.00
BROWN SUPPLY INC	SUPPLIES	\$2,755.00
ELECTRONIC ENGINEERING	PAGERS/MISC	\$1,916.00
SANDRY FIRE SUPPLY	MISC SUPPLIES	\$1,331.13
MUNICIPAL PIPE & TOOL	JETTING- SAN SW	\$15,336.52
NEXT GENERATION TECH INC	SYSTEM SUPPORT	\$579.48
AFLAC	AFLAC-PRE-TAX	\$156.12
PRESTO-X-COMPANY	PEST SERVICES	\$45.00
CARD SERVICES	LODGING COUNTRY INN	\$3,012.77
DEMCO	SUMMER READING PROGRAM	\$335.53
BOOK LOOK	IF BOOKS	\$298.80
vgMICRO MARKETING	MATERIALS	\$506.50
NORTHWEST COMMUNICATIONS	PHONE	\$27.95
BRODART	BOOKS	\$613.16
BAUER'S SEAMLESS GUTTER	RAIN GUTTER REPAIR REPLACE	\$825.00
EDDY'S GLASS & DOOR	SERVICE CALL	\$85.00
ALLIANT ENERGY	STREET LIGHTS	\$9,081.17
IOWA OUTDOORS	1 YR EXTENSION	\$15.00
BRITT LUMBER LLC	SUPPLIES	\$83.24

CENTURION TECH INC	SMARTSHIELD - TECH SECURITY	\$80.00
ACCO	CHEMICALS	\$2,258.20
ERA	pH/ pH WASTEWATER	\$163.83
CENGAGE LEARNING	LP BOOKS	\$25.34
ARAMARK	MATS/MOPS/TOWELS	\$145.60
D & K PRODUCTS	TURFACE	\$2,500.00
UHC	HEALTH-PRE-TAX	\$4,184.12
WEBWISE SOLUTIONS	WEBSITE UPDATE	\$195.00
BASE	MEDICAL REIMB	\$290.02
AMAZON	DVD'S/SUPPLIES	\$496.44
IACMA	SUMMER CONF - DEBRA	\$155.00
IOWA FIRE CONTROL	ANNUAL FIRE INSPECTION	\$424.00
DEBRA SAWYER	MILEAGE	\$182.46
EFTPS	FED/FICA TAX	\$11,082.29
A P CLEANING SERVICES	CLEANING SERVICES	\$370.00
FIRE RESCUE SPECIALTY	UTV RESCUE SKID/MISC	\$3,799.86
WATERLOO TENT & TARP CO	PERMABRELLA CABLES	\$90.00
BSN SPORTS	SUMMER REC BALL SUPPLIES	\$332.45
	CLAIMS TOTAL	\$78,304.58