

CITY OF BRITT – BRITT IOWA – DECEMBER 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 December 2018. The meeting was called to order by Mayor Arndorfer, and the following Council members were:

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

ABSENT: None

The Mayor presented the agenda. Arndorfer informed the Council that Resolution No. 37-2018, approving the Central Disposal Systems Planning Area 2018 Solid Waste Comprehensive Plan Update, will be presented to the council at the next meeting on December 18th, 2018. It was moved by Luecht and seconded by Verbrugge to approve the agenda with the changes made by the Mayor. Motion carried by unanimous vote.

It was moved by Luecht and seconded by Swenson that the following items 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. Approve Minutes of the 11/20/2018 Council Meeting
- b. Approve Minutes of the 11/19/2018 Personnel & Finance Meeting
- c. Claim list in the amount of \$27,997.16
- d. Designation of the Summit-Tribune as the official publication of record for publication of legal notices and such from January 1, 2019 to December 31st, 2019.

A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Verbrugge, Leerar, and Luecht

Nays: None

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

Department heads presented their report. Highlights included a report from Linda Friedow, Library Director, who informed the City Council that she attended the Hancock County Supervisors meeting to request funding for the next fiscal year. Vance Hagen, Public Works Director, informed the Council that the batteries in the south siren will need to be replaced soon. They are nearing end of life cycle. Additionally, Hagen explained it's time to do maintenance on the water towers. (cleaning/painting). Our engineer at Bolton & Menk proposed we hire an independent company to inspect the tower before we have it serviced. This way we know exactly what shape it's in prior to the cleaning/painting. Quotes will be submitted at the next council meeting. Chief Anderson reported that Officer Harmon and our K-9 are now on full-time duty and doing great. The two new officers, Tyler Holbrook and Jordan Williams are also on duty. Holbrook will be attending the police academy in January 2019 and Williams will be attending in March 2019. Jon Swenson reported the fire department has been busy. We will need to start planning on purchasing a new fire truck in 2020. Mike Boomgarden noted no new building permits have been issued in November.

Next, Sawyer reported the plat is finally completed for the Burgardt Commercial Park. Mike Boomgarden, who serves as the City's Plats Officer, has reviewed the information and has stated the plat presented conforms to the preliminary plat that was previously approved by the Britt City Council. Sawyer presented Resolution No. 38-2018 to approve the Dedication of the Plat of Burgardt Commercial Park. It was moved by Gast and seconded by Verbrugge to approve the Dedication of the Plat of Burgardt Commercial Park.

A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Verbrugge, Leerar, and Luecht

Nays: None

The motion carried, and Resolution No. 38-2018 was approved.

As mentioned at the last meeting, the State of Iowa is requiring every city in the state to have an immigration policy in place. Chief Anderson has created our policy and it has been reviewed by our City Attorney. It was moved by Verbrugge and seconded by Luecht to approve the new Immigration Enforcement Policy. Motion carried by unanimous vote.

Sawyer was asked to contact the Iowa Department of Roads to asks what type of options we, as the City, have to make the 4-way stop at the corner of State Hwy 18 and Main Ave in Britt. She as sent several inquiries to the State through their website and has yet to hear back from them. She will continue to contact them until she gets an answer. We received information regarding an upcoming event that includes a legislative forum from 11:30 a.m. – 1 p.m. and a TIF 101 session from 1:15 p.m. – 2:15 p.m. It will be held on December 7th at the Surf Ballroom in Clear Lake. It is open to legislators, regional economic developers, lobbyists or government affairs, economic development partners and engineers. The TIF session will cater to all listed above and city council members, county supervisors, city/county clerks, and school administration. She asked that anyone who is interested can let her know so she can register them.

Finally, Sawyer presented a request to approve the real estate mortgage release for Jason Boomgarden. He had a 5-year forgivable from the City. The five years has been satisfied and the home is now for sale. It was moved by Luecht and seconded by Verbrugge to approve the real estate mortgage release for Jason Boomgarden. Motion carried by unanimous vote.

Mayor Arndorfer presented his report. First on the list is to move the first council meeting in January since it falls on January 1st. Discussion was had, and it was decided we would move both January meetings to a week later. It was moved by Gast and seconded by Leerar to approve the change of the first and second meeting to January 8th and 22nd, 2019. Motion carried by unanimous vote.

Earlier this month we had a Personnel and Finance Committee meeting to discuss the increase in City Administrator's salary to \$63,000 as presented in her job offer letter. The Committee members agreed Sawyer is qualified for the increase. It was moved by Luecht and seconded by Swenson to approve the increase of Sawyer's salary to \$63,000. Motion carried by unanimous vote.

Finally, Mayor Arndorfer gave an update on the Superintendent Meeting he and Sawyer attended. Arndorfer requested the Hancock County Supervisors pay for the road (Iowa Avenue to 9th Ave NW and back into Britt) that will be needed by a prospective buyer who wishes to put a new location up in Britt on the corner of Iowa Avenue and 9th Ave NW. The County stated they would consider ½ the costs involved with paving those streets. They would not make a firm decision at this time and want us to bring them dates on when the roads will need to be completed. The Mayor also informed the Council that he would share the results from the survey he sent out with the utility bills at the next council meeting. He is also arranging for someone to come in and talk to us about Capital Improvement Plans and the value they provide.

Lastly, Arndorfer swore in our new officers. Jordan Williams and Kovu our new K-9 Officer were sworn in. Additionally, K-9 Handler/Officer Harmon and Kovu gave a demonstration to those who attended the meeting. This demonstration included what type of skills Kovu has learned during his training.

With no further business 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 Clerk and are subject to Council approval at the next regular meeting.”

VENDOR	DESCRIPTION	AMOUNT
U S POSTMASTER	UB POSTAGE	\$267.12
IOWA ONE CALL	IOWA ONE CALL	\$25.20
TRULSON AUTO	OIL FLITER	\$7.88
HANCOCK COUNTY RECORDER	FOLKERT'S MORTG REC FEE	\$7.00
IPERS	POLICE IPERS	\$7,130.40
STATE TREASURER	STATE TAXES	\$1,918.00
DELTA DENTAL OF IOWA	DNTL/VISN-PRETX	\$305.80
MCNEESE TIRE	POLICE TIRES - TYLER	\$240.00
IMWCA	INSTALLMENT 6 - WORK COMP PREM	\$1,421.00
HANCOCK CO TREASURER	TAXES- BURGARDT SUBDIVISION	\$1,853.00
OLD DOMINION BRUSH	GUTTER BR WIRE	\$510.88
BROWN SUPPLY INC	PLOW MAINENANCE	\$1,151.65
AFLAC	AFLAC-PRE-TAX	\$85.52
PRESTO-X-COMPANY	GENERAL PEST MAINTNEANCE	\$45.00
ALLIED ENS LLC	SERVER, ROUTER, MAINTENANCE	\$7,726.13
ARAMARK	MAT/MOPS	\$251.28
UHC	HEALTH-PRE-TAX	\$1,023.00
CITY OF ALGONA	SCREEN USE	\$525.00
BASE	MEDICAL REIMB	\$250.02
TEAM LAB	SNOW PLOW COATING	\$319.50
CINDY KENDALL	CONSULTATION	\$1,064.87
EFTPS	FED/FICA TAX	\$103.91
A P CLEANING SERVICES	OFFICE CLEANING	\$370.00
BOLTON & MENK	NE UTILITY ESTIMATES	\$645.00
DAYTON POLICE DEPARTMENT	BALANCE OF HOLBROOK'S VEST	\$500.00
TIMBERLANE PHOTOGRAPHY	UPDATE PHOTOS FOR WEBSITE	\$125.00
WHITNEY HILL	UPDATE PHOTOS FOR WEBSITE	\$125.00
	CLAIMS TOTAL	\$27,997.16