

REGULAR CITY COUNCIL MEETING MINUTES IN  
BRITT MUNICIPAL ROOM ON TUESDAY, FEBRUARY 6th, 2024, 7:00 P.M.

**1) OPENING BUSINESS**

- a. Call meeting to order.  
Minutes: Meeting was called to order by Mayor Jim Nelson
- b. Roll call.  
Minutes: In attendance were Curt Gast, Ashley Weiss, Todd Hildman, Angela Nelson, and Jefry Moore
- c. Pledge of Allegiance
- d. Conflict of Interest (state if applicable)
- e. Approval of Agenda  
Minutes: It was motioned by Weiss and seconded by Hildman to approve the agenda as set. Motion carried unanimously.

**2) CONSENT AGENDA**

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 01/02/24 and 01/17/24 Council Meeting Minutes**
- b. **Claim list in the amount of \$874,627.29**
- c. **Approve Britt Bar and Grill Class C Retail Alcohol License**  
It was motioned by Gast and seconded by Weiss to approve the consent agenda. Motion carried unanimously.

**3) DEPARTMENT HEAD REPORTS**

- a. Library Report – Linda Friedow
- b. Public Works – Vance Hagen
  - i. Sewer line Replacement  
Minutes: It was motioned by Gast and seconded by Weiss to approve having Bolton and Menk and Speer Financial gather preliminary information on replacing the sewer on 2<sup>nd</sup> AVE.
  - j. Awarding Dump Truck Bid  
Minutes: Bids received were Ron Melohn \$3,050, Brian Meyer \$2,210, and Coda Subject \$1,990. It was motioned by Gast and seconded by Hildman to approve Ron Melohn’s bid for \$3,050. Motion carried unanimously.
  - k. PT Snow Removal Pay Increase Correction  
Minutes: It was motioned by Weiss and seconded by A. Nelson to approve increasing their pay to \$18/hr.
- c. Police Report – Tyler Harmon
  - i. Truck Radio Repair  
It was motioned by Weiss and seconded by Hildman to approve the radio truck repair quote from Electronic Engineering of \$6,578.79 only if County Communications would not take care of the invoice. Motion carried unanimously.
- d. Fire Department – Jon Swenson
- e. Zoning - Mike Boomgarden

**4) CLERK’S REPORT**

- a. City Wide Cleanup May 18<sup>th</sup>  
Minutes: City Wide Cleanup will be May 18<sup>th</sup> and will be done all in one day.
- b. Hancock County Historical Society Budget Request Update  
It was motioned by A. Nelson and seconded by Moore to deny the budget request from Hancock co Historical Society for \$2,500. Motion carried unanimously.
- c. Set Property Tax Hearing for April 2<sup>nd</sup>

Minutes: It was motioned by Weiss and seconded by Moore to approve setting the property tax hearing date for April 2<sup>nd</sup> at 6pm and to go with Option C for the property tax rate. Motion carried unanimously.

**d. Revolving Loan Titanium Lunchbox**

Minutes: It was motioned by Gast and seconded by A. Nelson to approve the revolving loan for the Lunchbox for \$25,000. Motion carried unanimously. In their application were updates to their kitchen and building improvements.

**e. Agreement between the City of Britt and Clean Energy District of Iowa**

Minutes: It was motioned by A. Nelson and seconded by Gast to approve the CEDI agreement. Motion carried unanimously.

**f. Golf Course Septic System**

Minutes: Council directed Ibarra to get more information From City Attorney, Earl Hill, on the process of selling/bidding the golf course. Ibarra will try adding City Attorney Earl Hill to the agenda for the March 5<sup>th</sup> Council meeting.

**MAYOR'S REPORT**

**g. Resolution 07-2024 Ordinance 516 Amending the Official Zoning Map (3<sup>rd</sup> Reading)**

It was motioned by Gast and seconded by Weiss to approve Resolution 07-2024 Ordinance 516 Amending the Official Zoning Map. A roll call vote was held which was as follows: Ayes: Gast, Weiss, and Hildman. Nays: Moore and Nelson.

**h. Planning and Zoning Board Resignation and Appointment**

Minutes: It was motioned by Weiss and seconded by A. Nelson to approve the resignation of Heather Schoenwetter and appoint Dan Nelson to the Planning and Zoning Board. Motion carried unanimously.

**i. List Burgardt Commerical Lots**

Minutes: Mayor Jim Nelson will talk with all three local realtors and come up with a recommendation for council to approve

**j. 4<sup>TH</sup> ST SE Road**

Minutes: The houses around the area are having trouble with gravel getting in their yard when snow is moved. Mayor Nelson explained the road needs paved and we should explore options in the future.

**5) PUBLIC COMMENT**

**Minutes:** No public comment.

**6) CLOSED SESSION IN ACCORDANCE WITH 21.5 ( C ) IN ACCORDANCE WITH IOWA CODE**

**Minutes:** It was motioned by Weiss and seconded by Gast to go into closed session at 9:14pm. A roll call vote was held which was as follows: Ayes: Gast, Weiss, Hildman, A. Nelson, and Moore.

It was motioned by Gast and seconded by Hildman to come out of closed session at 9:43pm. A roll call vote was held which was as follows: Ayes: Gast, Weiss, Hildman, A. Nelson, and Moore.

No action was taken following the closed session.

**7) ADJOURN**

**Minutes:** It was motioned by A. Nelson and seconded by Gast to adjourn the meeting. Motion carried unanimously.

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Elizabeth Ibarra, City Clerk

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Jim Nelson, Mayor

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
ABSOLUTE WASTE REMOVAL	TRASH SERVICES	\$ 15,474.36
AGSOURCE	LABS	\$ 1,186.75
ALLIANT ENERGY	ELECTRIC	\$ 12,454.18

ALLIED ENS LLC	ANTIVIRUS	\$ 698.23
AMAZON CAPITAL SERVICES	LIBRARY BOOKS/SUPPLIES	\$ 381.56
ARAMARK	CITY HALL SERVICE	\$ 312.34
ARBOR XPERTS INC	ASH TREE REMOVAL 765 1ST ST SW	\$ 1,200.00
BADGER METER	SYSTEM SUPPORT WATER	\$ 67.41
BASE	CAF PLAN	\$ 1,607.13
BOLTON & MENK	WTP PROJECT	\$ 17,193.50
BOOK LOOK	IF BOOKS LIBRARY	\$ 393.78
BRITT AUTO SERVICE	HEAVY DUTY TOWING SNOW	\$ 500.00
BRITT FOOD CENTER	LIBRARY CHARGES	\$ 95.75
CARD SERVICES	MANAGER CARD	\$ 1,887.75
CENGAGE LEARNING	LP BOOKS LIBRARY	\$ 31.99
CENTRAL LOCK AND KEY INC	CLOUD ACCESS	\$ 760.00
CHOSEN VALLEY TESTING	WTP PROJECT	\$ 457.50
CJ KAMMRAD	REFEREE	\$ 180.00
COLOFF DIGITAL	WEBSITE SUPPORT	\$ 169.00
COMM 1	TELEPHONE/INTERNET	\$ 630.17
CORY YODER	SUMMER REC	\$ 60.00
DAKOTA SUPPLY GROUP	COUPLINGS	\$ 625.79
DANIEL MARTINEZ	REFEREE	\$ 60.00
DELTA DENTAL OF IOWA	DNTL/VISN-PRETX	\$ 870.26
EARL HILL	LEGAL SERVICES	\$ 7,107.00
EARLES DEMOLITION	WATER REPAIR	\$ 5,605.00
EFTPS	FED/FICA TAX	\$ 11,509.41
GREAT AMERICA FINANCIAL SVCS	COLOR LASER JET	\$ 431.76
HACH	SEWER CHEMICALS	\$ 50.89
HANCOCK CO HEALTH SYSTEM	FIRE PERSONNEL	\$ 190.00
HAWKINS INC.	CHLORINE	\$ 40.00
HEARTLAND ASPHALT	2ND ST SW IMP RETAINAGE	\$ 8,537.18
HENKEL CONSTRUCTION COMPANY	WTP PROJECT PAY AP 19	\$ 684,912.21
IMWCA	INSTALLMENT 7	\$ 1,169.00
INGRAM LIBRARY SERVICES	LIBRARY BOOKS	\$ 745.37
IOWA DEPT. OF REVENUE	WATER EXCISE	\$ 3,710.56
IOWA FIRE CONTROL	FIRE SAFETY CHECK	\$ 2,661.00
IOWA ONE CALL	IOWA ONE CALL	\$ 18.90
IOWA PEACE OFFICERS	HARMON MEMBERSHIP FEE	\$ 35.00
IOWA PRISON INDUSTRIES	BRADEN UNIFORM	\$ 230.00
IOWA PUMP WORKS	SERVICE AGREEMENT AND SUPPLIES	\$ 2,445.50
IOWA WORKFORCE DEV	UNEMPLOYMENT Q4 2023	\$ 618.08
IPERS	IPERS	\$ 16,074.32
JACK'S OK TIRE SERVICE	ALL TERRAIN	\$ 20.00
JIM NELSON	MILEAGE REIMBURSEMENT	\$ 158.77
JORDAN WILLIAMS	AXEL DAYCARE	\$ 90.00

KATELAND STEHR	CLEANING FIRE AND CITY HALL	\$ 400.00
KIOW	BRITT CAMPAIGN	\$ 118.00
LAMPE CUSTOM WELDING	SNOW MOUNT REPAIR	\$ 584.52
MID-AMERICAN RESEARCH CHEMICAL	NUKE LIFT STATION	\$ 5,145.48
MARSHA WENTHOLD	MILEAGE	\$ 68.77
MICRO MARKETING	LIBRARY AUDIO	\$ 105.16
MID-AMERICA PUBLISHING	01/02/24 COUNCIL MEETING	\$ 576.31
MIDWEST TAPE	DVDS LIBRARY	\$ 106.20
NEW COOPERATIVE	FUEL CHARGES	\$ 2,258.41
NEWCOM TECHNOLOGIES	LICENSE SERVICE AGREEMENT GIS	\$ 900.00
NEXT GENERATION TECH INC	POLICE SOFTWARE AGREEMENT	\$ 444.00
NORTHERN LIGHTS	TP/TRASH BAGS	\$ 269.65
PAYROLL	WAGES	\$ 37,773.81
PSI	PERMIT ENVELOPES	\$ 839.98
SETH GOEPEL	REFEREE	\$ 60.00
STATE HYGIENIC LABORATORY	WATER	\$ 29.00
STATE TREASURER	STATE TAXES	\$ 1,637.62
STREICHER'S	PD AMMO	\$ 2,412.00
SWENSON'S HARDWARE	ALL DEPTS	\$ 1,430.52
TRULSON AUTO	ROAD TRUCK MISC	\$ 502.17
U S POSTMASTER	UTILITY BILLS	\$ 434.60
UNITED HEALTH CARE	HEALTH INSURANCE	\$ 13,985.83
VERIZON	PD PHONES	\$ 404.41
WELLIK IMPLEMENT	SWEEPER MISC	\$ 483.45
Accounts Payable Total		\$ 874,627.29
	GENERAL	\$ 74,210.39
	LIBRARY FUND	\$ 10,481.44
	FIRE DEPARTMENT	\$ 207.62
	ROAD USE	\$ 23,242.98
	EMPLOYEE BENEFITS	\$ 1,650.00
	CAPITAL PROJ-WTP PROJECT	\$ 698,041.21
	WATER PLANT PROJECT	
	WATER	\$ 37,174.36
	SEWER	\$ 29,619.29
	TOTAL FUNDS	\$ 874,627.29