

REGULAR CITY COUNCIL MEETING MINUTES IN
BRITT MUNICIPAL ROOM ON TUESDAY, MARCH 5th, 2024, 7:00 P.M.

1) **OPENING BUSINESS**

- a. Call meeting to order.
Minutes: The meeting was called to order by Mayor Jim Nelson
- b. Roll call.
Minutes: Present 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 A. Nelson and seconded by Gast to approve the agenda as set and removing 5e and 5f from the agenda. 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 02/06/24 Council Meeting Minutes**
- b. **Claim list in the amount of \$221,420.62**
Minutes: It was motioned by Hildman and seconded by Weiss to approve the consent agenda. A roll call vote was held which was as follows: Ayes: Gast, Weiss, Hildman, A. Nelson, and Moore

3) **PRESENT TO BE HEARD**

- a. **Norma Wainright- Farmers Market**
Minutes: It was motioned by A. Nelson and seconded by Weiss to allow Wainright the use of City Hall's front sidewalk every Saturday during the summer for their Farmers Market. Motion carried unanimously.

4) **DEPARTMENT HEAD REPORTS**

- a. Library Report – Linda Friedow
- b. Public Works – Vance Hagen
 - i. Preliminary Cost for Sewer Replacement with Bolton and Menk
Minutes: It was motioned by Gast and seconded by Weiss to approve the preliminary cost of replacing the sewer located on 2nd Ave NE for \$21,200. Motion carried unanimously.
- c. Police Report – Tyler Harmon
- d. Fire Department – Jon Swenson
- e. Zoning - Mike Boomgarden
- f. Golf Course- Angie Hinton
 - i. Golf Financials, Membership, and Updates
Minutes: Angela Hinton, Golf Course President, updated council on the financials. So far, they have received \$8,550 for memberships and total income is up \$70,000 from last year. Cost of goods sold up about \$14,000, Gross profit up \$60,000, expenses are also up 50,000, and the net income up by \$6,000 for the year. Grass Masters would like to start on April 1st and thinks the whole golf course will be ready by memorial day weekend. He is asking for half up front, which would be \$23,000. The Walk-in cooler keeps malfunctioning and has spent \$1,200 on repairs. Quote to fix the cooler is \$6,700 (condenser, compressor, and more). Egg Hunt will be out at the golf course March 31st, the school was notified that we could not have any at home golf meets. Grass Masters is also requiring half up front from the city, which is \$2,500 for irrigation repairs. A joint meeting between the Golf Board and City Council will be scheduled next week.

5) CLERK'S REPORT

- a. Approve Pay App #20 to Henkel Construction for \$122,231.75
Minutes: It was motioned by Weiss and seconded by Gast to approve pay application #20 to Henkel Construction for \$122,231.75. Motion carried unanimously
- b. Approve Change order #2 for Water Treatment Plant to extend 129 days and increase of \$42,027.29 for Mixer
Minutes: It was motioned by Gast and seconded by Hildman to approve change order #2 for our Water Treatment Plant. A roll call vote was held which was as follows: Ayes: Gast, Weiss, Hildman, A. Nelson, and Moore
- c. Set FY 25 Property Tax Hearing for Tuesday, April 2nd at 6pm
Minutes: It was motioned by Weiss and seconded by Hildman to set the Property Tax Hearing for Tuesday April 2nd at 6pm. Motion carried unanimously.
- d. Advertise for Lifeguard
Minutes: It was motioned by Weiss and seconded by Nelson to advertise for lifeguards until April 30th at 4:30pm. Motion carried unanimously.
- ~~e. Set Public Hearing for Sale of Golf Course
It was motioned by _____ and seconded by _____ to set public hearing for Sale of the Britt Golf Course for April 2nd, 2024.~~
- ~~f. Set Public Hearing for Sale of Brown & Tregenza Lot 1 & N ½ lot 2& N ½ LOT 4 Exec Tract BLK 3
Minutes: It was motioned by _____ and seconded by _____ to approve Public Hearing for sale of Brown & Tregenza Lot 1 & N ½ lot 2& N ½ LOT 4 Exec Tract BLK 3. Motion carried unanimously.~~
- g. Approve Pool Rates for 2024
Minutes: It was motioned by Moore and seconded by Weiss to keep the pool rates the same for 2024 and to open the Earl bird special until April 30th, 2024. Motion carried unanimously.
- h. Order Abstract for 7th ST SE from 1st Ave SW to 7th AVE SE
Minutes: It was motioned by Gast and seconded by Weiss to approve ordering the abstract for 7th ST SE from 1st AVE SW to 7th AVE SE. Motion carried unanimously.
- i. Agreement between Landfill of North Iowa and City of Britt
Minutes: It was motioned by Nelson and seconded by Moore to approve the agreement between the Landfill of North Iowa and the City of Britt. Motion carried unanimously.
- j. Pool Manager Advertisement
Minutes: It was motioned by Gast and seconded by Hildman to close the pool manager advertisement for March 29th, 2024. Motion carried unanimously.

6) MAYOR'S REPORT

- a. List Burgardt Commerical Lots
Minutes: Will be put on the next agenda for final approval.

7) PUBLIC COMMENT

Minutes: High school students referred to as SWAT requested the city pass an ordinance regulating where Marijuana may be sold/grown. Mayor Nelson explained that we could not vote on this item today since it was not on the agenda, but we could add it to the next regular agenda to discuss further.

8) CLOSED SESSION IN ACCORDANCE WITH IOWA CODE 22.7 (7) BID OF EQUIPMENT

Minutes: It was motioned by Gast and seconded by Hildman to go into closed session at 8:17 pm. Roll Call: Ayes: Gast, Weiss, Hildman, A. Nelson, and Moore

It was motioned by Gast and seconded by Weiss to come out of closed session at 8:27pm. Roll call: Ayes: Gast, Weiss, Hildman, A. Nelson, and Moore

It was motioned by A. Nelson and seconded by Hildman to submit a bid for the 2007 dump truck from the City of Algona for the amount discussed during closed session. Motion carried unanimously.

9) ADJOURN

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

Elizabeth Ibarra, City Administrator

Jim Nelson, Mayor

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ABSOLUTE WASTE REMOVAL	TRASH SERVICE	\$ 15,029.23
AGSOURCE	SEWER ANALYSIS	\$ 1,340.40
ALLIANT ENERGY	ELECTRIC	\$ 13,299.31
ALLIED ENS LLC	1TB STORAGE	\$ 1,793.23
ARAMARK	CITY HALL RUG/MOP	\$ 248.04
AUTOMATIC SYSTEMS CO,	PUMP REPAIR @SEWER	\$ 1,230.00
BADGER METER	BEACON SERVICES	\$ 67.20
BASE	MEDICAL REIMB	\$ 1,340.24
BOLTON & MENK	WTP PROJECT IMPROVEMENTS	\$ 18,302.00
BRITT AUTO SERVICE	SANDER TRUCK REPAIR	\$ 728.26
BRITT CHAMBER OF COMMERCE	CHAMBER DUES	\$ 300.00
BRITT FOOD CENTER	MISC	\$ 45.75
CARD SERVICES	ALL DEPT MISC	\$ 1,849.60
CARLSON DRAINAGE	LIBRARY	\$ 500.00
COLOFF DIGITAL	WEBSITE SUPPORT	\$ 169.00
COMM 1	TELEPHONE INTERNET	\$ 630.48
EFTPS	FED/FICA TAX	\$ 11,033.41
ELECTRONIC ENGINEERING	BATTERY 3400	\$ 396.49
ELECTRONIC ENGINEERING	MICROPHONE	\$ 307.23
FELD FIRE	LATCH COMPRESSION	\$ 56.21
FIRE SERVICE TRAINING	FF1 GERARDO IBARRA	\$ 50.00
GIFTS SEW SWEET	POLICE REFLECTIVE JACKETS	\$ 77.70
GREAT AMERICA FINANCIAL SVCS	COPIER LEASE	\$ 94.86
HANCOCK CO SECONDARY RDS	SAND	\$ 1,844.10
HANCOCK COUNTY COMMUN.	FY 23-24 COMM CENTER ALLOCATIO	\$ 37,242.50
HAWKINS INC.	WATER CHEMICALS	\$ 40.00
IA DEPT OF PUBLIC SAFETY	OCTOBER 2023- DEC 2023	\$ 900.00
IOWA DEPT. OF REVENUE	SALES TAX	\$ 7,501.23

IOWA LAW ENFORCEMENT ACAD	BASIC LEVEL 1 TRAINING	\$ 6,650.00
IOWA ONE CALL	IOWA ONE CALL	\$ 29.70
IOWA PEACE OFFICERS	2024 CONFERENCE	\$ 125.00
IPERS	IPERS	
JACK'S OK TIRE SERVICE	TIRES SEWER TRUCK	\$ 773.44
JOHN DEERE FINANCIAL	OIL FILTER	\$ 119.00
KATELAND STEHR	MUNICIPAL ROOM CLEANING	\$ 400.00
KIESLER'S POLICE SUPPLY, INC	ROCK RIVER	\$ 1,645.00
KIOW	BRITT CAMPAIGN	\$ 118.00
MCNEESE TIRE	PLOW TRUCK REPAIR (STARTER)	\$ 1,802.14
MID-AMERICA PUBLISHING	02.06.24 MINUTES	\$ 176.59
MURPHY TRACTOR & EQUIPMENT, CO	PLOW TRUCK REPAIR	\$ 1,158.59
NAVIGATE360, LLC	ALICE CERTIFICATION TRAINING	\$ 749.00
NEW COOPERATIVE	FUEL	\$ 3,991.05
NEXT GENERATION TECH INC	MONTHLY PD SOFTWARE SUPPORT	\$ 444.00
NORTH IOWA LUMBER & DESIGN INC	BARRICADES REPAIR	\$ 36.37
PAYROLL		\$ 36,153.35
PRESTO-X-COMPANY	PEST CONTROL	\$ 126.78
PSI	WINDOW SEAL ENVELOPES	\$ 1,195.89
TREASURER, STATE OF IOWA	SALES TAX	
SANDRY FIRE SUPPLY	FIRE INVOICE	\$ 399.90
SRF-IA FINANCE AUTHORITY	SRF-INTEREST	
STATE HYGIENIC LABORATORY	WATER ANALYSIS	\$ 29.00
STATE TREASURER	STATE TAXES	
STOP STICK LTD.	9' STOP STICK KIT	\$ 518.00
SWENSON'S HARDWARE	MISC SUPPLIES ALL DEPT	\$ 638.57
THE LEADER	LEGAL NOTICE 01.17.24 MINUTES	\$ 93.80
TITANIUM LUNCHBOX	REVOLVING LOAN	\$ 25,000.00
TRULSON AUTO	NEW ALTERNATOR FL70	\$ 1,939.47
U S POSTMASTER	POSTAGE WATER BILLS	\$ 485.04
UNITED HEALTH CARE	HEALTH INSURANCE	\$ 12,633.29
VERIZON	POLICE PHONES	\$ 725.68
WHITFIELD & EDDY	PROFESSIONAL SERVICES	\$ 6,847.50
Accounts Payable Total		\$ 185,267.27
TOTAL		\$ 221,420.62

GENERAL	\$ 109,870.33
LIBRARY FUND	\$ 6,526.17
FIRE DEPARTMENT	\$ 2,194.93
ROAD USE	\$ 17,069.91
EMPLOYEE BENEFITS	\$ 30.00
CAPITAL PROJ-WTP PROJECT	\$ 17,782.50
WATER	\$ 20,826.56
SEWER	\$ 22,120.22
REVOLVING LOAN	\$ 25,000.00
TOTAL FUNDS	\$ 221,420.62

