

**REGULAR CITY COUNCIL MEETING MINUTES IN
BRITT MUNICIPAL ROOM ON TUESDAY, MAY 7th, 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 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 04/02/2024 and 4/23/24 Council Meetings**
- b. **Claim list in the amount of \$582,383.61**
- c. **Approve Class C Retail Alcohol License for Britt Food Center**
- d. **Approve Cigarette, Tobacco, and Nicotine License for Caseys Store #3043**
- e. **Approve Cigarette, Tobacco, and Nicotine License for Britt Food Center**
Minutes: It was motioned by Weiss and seconded by Hildman to approve the consent agenda. Motion carried unanimously.

3) PRESENT TO BE HEARD

- ~~a. Jaki Samuelson with Whitfield and Eddy Council Training~~
- b. **Ivy and Jason Gardner**
Minutes: Ivy and Jason Gardner and Renee Diemer were present to update the council on the rec center. Updates included that Doug Studer would partition off 14 acres that he owns if a rec center were built behind the school. There were concerns about city involvement, but the city reassured that we were interested in the rec center, but the school would have to be on board of the location before the city could start exploring options. Ibarra informed it would need to go on the November ballot for residents to vote on if the city or school board would bond for it. The Gardners' goal is to raise half the cost of the center and bond for the other half. Weiss informed that if the school is willing to have the rec center on school grounds, then the next step would be having a joint meeting with representatives on both sides.

4) DEPARTMENT HEAD REPORTS

- a. Library Report – Linda Friedow
- b. Public Works – Vance Hagen
- 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: Financials for the 1st quarter of 2024 were not ready yet. Hinton informed she had 64 members and has received \$22,850 in memberships.
 - ii. Invoice from Grass Masters (irrigation System)

Minutes: It was motioned by Gast and seconded by Weiss to approve the irrigation invoice of \$4,027.89 to Grass Master for the irrigation but only pay \$2,500 of invoice this fiscal year and the other half in July. Motion carried unanimously.

g. Park and Rec

i. Summer Rec Salaries

Minutes: It was motioned by Nelson and seconded by Hildman to approve the Summer Rec Salaries of \$200 each for two soccer Instructors, \$200 each for two golf Instructors, \$400 each for two arts and crafts instructors, and \$60/evening for umpires. Motion carried unanimously.

5) CLERK'S REPORT

a. Approve Pay App #22 to Henkel Construction for \$16,022.70

Minutes: It was motioned by Hildman and seconded by Weiss to approve pay application #22 to Henkel Construction for \$16,022.70. Motion carried unanimously.

b. Emerald Ash Borer Treatment Estimate

Minutes: Ibarra updated council that KC Tree Service gave a quote of \$40,000 to treat all the ash trees on city property and right of ways. Discussion was held on whether council would treat the trees at the golf course and Moore suggested we could use some of the money budgeted towards the course trees. Ibarra will request a quote from KC Tree Service for treatments to the course.

c. Quotes to Redo Zoning Ordinance and Comprehensive Plan

Minutes: Ibarra informed that it would cost \$8,000 each to rewrite our Zoning Ordinance and Comprehensive Plan for the City of Britt. John Robbins will be at our special meeting on the 21st to discuss further.

d. Phone and Copier Lease Update Quotes

Minutes: The City Hall copier needs to be replaced soon and city hall would like to update our phones with an internet-based system. Jolyn Noethe, business owner in Britt, recommended we request a quote from Call Centric. Ibarra will reach out and get a quote from them as well.

e. Update on Church Demo

Minutes: Ibarra Informed we should have ownership of the church soon. Our bid Threshold that would require engineering assistance is \$81,000 or more. We believe this demo will be more than that amount including the asbestos survey and removal. We cannot proceed with any further actions until we own the property.

f. Golf Course Appraisal Quote

Minutes: It was motioned by Gast and seconded by Moore to Hire Iowa Appraisal to appraise our golf course for \$4,500. Motion carried unanimously.

g. Golf Course Consultant Quote

Minutes: Ibarra presented a quote from Marigold Resources to help consult for the selling of the Britt Golf Course. Their quote came in at a minimum of \$5,000. Ibarra is speaking with other potential consultants who will have more information for the next regular session meeting.

h. Vacating portion of property located on 7th ST SE

Minutes: It was motioned by Moore and seconded by A. Nelson to move forward with vacating a portion of the property located at 7th ST SE. Motion carried unanimously.

6) PUBLIC COMMENT

Minutes: Jolyn Noethe was present to speak on behalf of an abatement that was issued to her mother for a boat that was not registered or had not moved in years. Council recommended Noethe put the registration plates on the boat. Ken Fedders reported a complaint to Councilperson Nelson that semis are not taking the truck routes. Marcy

Mayland, Deputy Clerk, informed that on one occasion a semi driver was parked on the avenue because he went to the ER. Other times Semis go down the avenue, due to deliveries to the hospital, grocery store, and restaurants/bars. The Council were all in agreement that if a semi does not need to be on a road for a delivery, they should be using the truck route.

7) ADJOURN

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

Elizabeth Ibarra, City Administrator/Clerk

Jim Nelson, Mayor

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
ABSOLUTE WASTE REMOVAL	TRASH/RECYCLING	\$ 15,031.62
AGSOURCE	TESTING/CHEMICALS	\$ 1,217.25
ALLIANT ENERGY	ELECTRIC	\$ 11,984.41
ALLIED ENS LLC	MONITORING SERVICE	\$ 698.23
AMAZON CAPITAL SERVICES	DVD/SUPPLY/KIDS/TECH	\$ 428.21
ARAMARK	CITY HALL SERVICE	\$ 260.05
BADGER METER	WATER METERS	\$ 67.20
BASE	CAF PLAN	\$ 2,903.81
BOLTON & MENK	WTP ADMIN AND OBS	\$ 11,603.25
BRITT FOOD CENTER	POLICE AND ROAD MISC	\$ 144.41
BRITT-WODEN INS AGENCY	LIABILITY INSURANCE	\$ 99,976.95
C J COOPER	RANDOM TEST	\$ 100.00
CARD SERVICES	MISC ALL DEPARTMENTS	\$ 2,047.37
CARLSON DRAINAGE	JET SEWER LINE 2ND ST SE/3RD	\$ 250.00
CAROL COUCH	MILEAGE REIMBURSEMENT	\$ 363.14
CITY OF ALGONA	2007 Dump Truck	\$ 15,009.00
COLOFF DIGITAL	WESBITE SUPPORT	\$ 169.00
COMM 1	PHONE/INTERNET ALL DEPT	\$ 637.68
CORE & MAIN	POOL MISC	\$ 72.00
DARLENE WEBER	BRITT CRUISE TROPHIES	\$ 270.00
DELTA DENTAL OF IOWA	DNTL/VISN-PRETX	\$ 802.49
EFTPS	FED/FICA TAX	\$ 10,654.73
GIFTS SEW SWEET	PATCHES	\$ 135.00
GLOBE GAZETTE	NEWSPAPER SUBSCRPTION	\$ 108.99
GREAT AMERICA FINANCIAL SVCS	COPIER LEASE	\$ 201.39
HANCOCK CO HEALTH SYSTEM	DRUG SCREEN	\$ 25.00
HANCOCK CO SECONDARY RDS	SAND	\$ 398.91
HANCOCK COUNTY ABSTRACT	7TH ST SW TO 7TH ST SE ROAD	\$ 769.00
HCEDC	ANNUAL DINNER	\$ 75.00
HAWKINS INC.	CHEMICLAS	\$ 30.00
HENKEL CONSTRUCTION COMPANY	PAY APP 21 WTP	\$ 218,167.50
HIGH TIDE	ANNUAL COM	\$ 264.00
INGRAM LIBRARY SERVICES	LIBRARY BOOKS	\$ 839.71

IOWA DEPT. OF REVENUE	WATER EXCISE	\$ 3,867.53
IOWA PARK & REC ASSN	CPO COURSE POOL MANAGER	\$ 360.00
IOWA WORKFORCE DEV	UNEMPLOYMENT	\$ 302.62
IPERS	IPERS	\$ 7,688.80
JORDAN WILLIAMS	COLLAR AND CHAIN FOR K9	\$ 42.97
K.C. NIELSEN, LTD.	MOWER REPAIR	\$ 167.56
KATELAND STEHR	FIRE AND MUNICIPAL ROOM CLEAN	\$ 400.00
KIESLER'S POLICE SUPPLY, INC	AMO POLICE	\$ 1,862.42
KIOW	BRITT CAMPAIGN	\$ 118.00
LINDA FRIEDOW	MILEAGE REIMBURSEMENT	\$ 81.74
MICRO MARKETING	AUDIO LIBRARY	\$ 130.79
MID-AMERICA PUBLISHING	FY 25 FULL BUDGET ADOPT	\$ 398.21
MIDWEST BREATHING AIR SYS	AIR COMPRESSOR TEST	\$ 906.25
MIKE MUTH WELDING	WELD CITY SIGN (WIND DAMAGE)	\$ 80.00
NEW COOPERATIVE	FUEL ALL DEPT	\$ 3,311.32
NEXT GENERATION TECH INC	MICROSOFT 365	\$ 444.00
NORTH IOWA LUMBER & DESIGN INC	PARKS	\$ 354.45
PAYROLL		\$ 33,720.61
POLICE GRANT WRITING LLC	HARMON GRANT WRITING CLASS	\$ 499.00
PRESTO-X-COMPANY	CITY HALL PEST CONTROL	\$ 63.39
PRITCHARD AUTO	SEWER TRUCK REPAIR BRAKE/STEER	\$ 3,647.45
PSI	PERMIT 4 ENVELOPES	\$ 434.45
RICK EUGENE BRAMMER	LIBRARY PUPPETS	\$ 103.97
RIEKENS PLUMBING & HTNG	SERVICE CALL	\$ 50.00
MACQUEEN EQUIPMENT, LLC	8 SETS OF BUNKER GEAR	\$ 27,885.00
STATE HYGIENIC LABORATORY	ANAYLSIS	\$ 50.50
STATE TREASURER	STATE TAXES	\$ 1,527.03
SWENSON'S HARDWARE	MISC ALL DEPT	\$ 668.18
TRULSON AUTO	POLICE VEHICLE UPKEEP	\$ 92.57
U S POSTMASTER	UTILITY BILLS	\$ 438.20
UNITED HEALTH CARE	HEALTH INSURANCE	\$ 12,633.29
UMB BANK NA	2018 SERIES URBAN RENEWAL	\$ 83,892.50
VERIZON	POLICE PHONES	\$ 404.45
WATER REFUND	WATER	\$ 51.06
	TOTAL	\$ 582,383.61
	GENERAL	\$ 101,448.92
	LIBRARY FUND	\$ 10,540.23
	FIRE DEPARTMENT	\$ 34,421.50
	GOLF	\$ 3,593.15
	ROAD USE	\$ 37,445.81
	EMPLOYEE BENEFITS	\$ 262.62
	DEBT SERVICE	\$ 83,892.50
	CAPITAL PROJ-WTP PROJECT	\$ 227,188.75
	WATER	\$ 45,931.39
	SEWER	\$ 37,658.74
	TOTAL FUNDS	\$ 582,383.61

