

CITY COUNCIL MEETING MINUTES IN
BRITT MUNICIPAL ROOM ON TUESDAY, OCTOBER 3RD, 2023, 7:00 P.M.

1) **OPENING BUSINESS**

- a. Call meeting to order.
Minutes: Mayor Ryan Arndorfer called the meeting to order.
- b. Roll call.
Minutes: Present was Stacy Swenson, Curt Gast, Karrie Wallen, and Ashley Weiss. Absent was Abby Post
- c. Pledge of Allegiance
- d. Conflict of Interest (state if applicable)
- e. Approval of Agenda
Minutes: it was motioned by Swenson and second by Gast 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 09/05/2023 and 09/14/2023 Council Meeting Minutes**
- b. **Claim list in the amount of \$707,441.12**
Minutes: It was motioned by Weiss and second by Wallen to approve the consent agenda. Motion carried unanimously.

3) **DEPARTMENT HEAD REPORTS**

- a. **Library Report – Linda Friedow**
 - i. **Pergola between Library and City Building**
Minutes: It was motioned by Swenson and seconded by Wallen to approve the Pergola be built between the Library and the City Building. Motion carried unanimously. Friedow received a \$10,000 grant for this project.
- b. **Public Works – Vance Hagen**
 - i. **Approval of Sweeper Bid**
Minutes: Mayor Arndorfer informed we would need to set up a closed session meeting for this bid.
- c. **Police Report – Tyler Harmon**
 - i. **Police Chief Oath**
Minutes: Chief Tyler Harmon gave his oath to the City of Britt and our Ordinances.
 - ii. **Staff Promotion**
It was motioned by Gast and seconded by Wallen to promote Jordan Williams to SGT of the Britt Police Department. Motion carried unanimously. His new wage will be \$32/hr. The Council and Mayor were appreciative of all the work that SGT Williams did as Interim Chief.
- d. **Fire Department – Jon Swenson**
- e. **Zoning - Mike Boomgarden**

4) **CLERK'S REPORT**

- a. Approve Pay Application 16 to Henkel Construction for \$97,739.16
Minutes: It was motioned by Gast and second by Swenson to approve pay application 16 to Henkel Construction for \$97,739.16 Motion carried unanimously.
- b. Resolution 23-2023 Ordinance 515 Amending 6-5-9 Trash and Recycling Rates
Minutes: The ordinance was not passed due to Mayor Arndorfer wanting additional information on the savings if we switched from The Lake Mills Landfill to the North Iowa Landfill.

c. November Council Meeting

Minutes: It was motioned by Wallen and second by Weiss to move the November council meeting to Tuesday, November 14th, 2023. Motion carried unanimously.

d. Annual Financial Report

Minutes: It was motioned by Weiss and second by Swenson to approve the Annual Financial Report. Motion carried unanimously.

e. Street Finance Report

Minutes: It was motioned by Wallen and second by Gast to approve the Street Finance Report.

f. Outstanding Obligation Report

Minutes: Ibarra informed council that we have 4 bonds/lease that will be paid off within this fiscal year and next.

g. 106 3rd ST SE Update

Minutes: Earl Hill, City Attorney, informed that 106 3rd ST SE has been bought off by a holdings business. They are willing to sell those property taxes to the City for the same amount they bought them for. Hill should have an amount for us by the next council meeting.

5) MAYOR’S REPORT

a. WTP Update

Minutes: Mayor Arndorfer gave a quick update on the Water Treatment Plant.

b. Golf Course Irrigation Invoice

Minutes: It was motioned by Gast and seconded by Wallen to approve the invoice for the irrigation system at the Golf Course for \$2,174. Motion carried unanimously.

6) PUBLIC COMMENT

Minutes: None

7) ADJOURN

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

Elizabeth Ibarra, City Clerk

Ryan Arndorfer, Mayor

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
ABSOLUTE WASTE REMOVAL	TRASH/RECYCLE	\$ 28,889.78
ACCO UNLIMITED CORP	CHEM CONTROL PROBE	\$ 4,290.00
AGSOURCE	TESTING SERVICES	\$ 1,323.00
AL OLSON	WAXING OF CITY HALL FLOORS	\$ 450.00
ALLIANT ENERGY	ELECTRIC	\$ 12,230.96
ALLIED ENS LLC	PROFESSIONAL SERVICES/ANTIVIRU	\$ 698.23
ARAMARK	CITY HALL MOP,RUG,ETC.	\$ 248.04
BADGER METER	WATER SERVICES	\$ 67.27
BASE	REIMBURSEMENT	\$ 30.00
BOLTON & MENK	WTP PROFESSIONAL SERVICES	\$ 18,459.50
BOOK LOOK	LIBRARY IF BOOKS	\$ 275.84
BRITT FOOD CENTER	MISC SUPPLIES ALL DEPT	\$ 427.02

CARD SERVICES	MISC EXPENSES	\$	6,429.58
CHOSEN VALLEY TESTING	WTP TESTING	\$	915.00
COLOFF DIGITAL	WEBSITE SUPPORT	\$	169.00
COMM 1	ALL DEPT PHONE/INTERNET/FAX	\$	828.94
CONTINENTAL RESEARCH CORP	SHIPPING FOR WATER	\$	296.92
DAKOTA SUPPLY GROUP	PUMP TEST FIRE TRUCK	\$	2,093.58
DELTA DENTAL OF IOWA	DNTL/VISN-PRETX	\$	701.22
DEMCO	LIBRARY SUPPLIES	\$	495.01
EARLES DEMOLITION	WATER LEAK REPAIRS	\$	6,050.00
EFTPS	FED/FICA TAX	\$	18,686.36
GIFTS SEW SWEET	GLO RUN T-SHIRTS	\$	363.68
GREAT AMERICA FINANCIAL SVCS	COPIER LEASE	\$	211.82
HACH	PROBE SERVICE	\$	227.00
HANCOCK CO HEALTH SYSTEM	HILARY PHYSICAL EMPLOYMENT	\$	1,683.00
HANCOCK CO TREASURER	PROPERTY TAXES	\$	4,832.00
HAWKINS INC.	CHLORINE	\$	80.00
HEARTLAND ASPHALT	PAY APP NO 2 2ND ST SEW IMPROV	\$	150,944.20
HENKEL CONSTRUCTION COMPANY	PAY APP 14	\$	324,071.91
HEWETT WHOLESALE INC.	POOL CONCESSIONS	\$	232.20
HIGH TIDE	IA PUMP WORKS SCHOOL LS	\$	240.00
IMFOA CONFERENCE	FALL CONFERENCE IBARRA	\$	350.00
IMWCA	INSTALLMENT WORK COMP 3	\$	1,169.00
INGRAM LIBRARY SERVICES	LIBRARY BOOKS	\$	811.82
IOWA DEPT. OF REVENUE	WATER EXCISE TAX	\$	4,312.71
IOWA LAW ENFORCEMENT ACAD	IN-SERVICE TRAINING	\$	20.00
IOWA ONE CALL	IOWA ONE CALL	\$	30.60
IOWA STATE UNIVERSITY	MPI Online Registration	\$	249.00
IPERS	IPERS	\$	16,595.15
JACK'S OK TIRE SERVICE	TIRES FOR PD VEHICLE	\$	640.00
JAMES MERRIAM	MILEAGE TO OKOBOJI	\$	112.66
JOHNSON, MULHOLLAND, COCHRANE	INVESTIGATION WITH STU	\$	5,182.90
JORDAN WILLIAMS	AXEL OVERNIGHT STAY @PAMPERED	\$	23.00
KATELAND STEHR	MUNICIPAL AND FIRE CLEANING	\$	400.00
KIOW	BRITT CAMPAIGN	\$	118.00
LAMPE CUSTOM WELDING	SNOWBLOWER REPAIR	\$	1,279.99
LINDA FRIEDOW	MILEAGE REIMBURSEMENT KANSAS	\$	666.79
MARLIN BRANDT	SIDEWALK REIMB 557 CENTER ST E	\$	237.54
MICHELLE JOHNSON	REISSUE CHECK SUMMER REC CONCE	\$	500.00
MICRO MARKETING	LIBRARY AUDIO	\$	169.72
MID AMERICA BOOKS	LIBRARY BOOKS	\$	269.40
MID-AMERICA PUBLISHING	COUNCIL MINUTES PUBLISHING	\$	208.03
MIDWEST TAPE	LIBRARY DVDS	\$	56.23
MILLER & SONS GOLF CARTS	GOLF CAR REPAIR	\$	211.44
MINDY LEONE	SIDEWALK REIMBURSEMENT	\$	486.92
NEW COOPERATIVE	FUEL	\$	1,665.68
NEXT GENERATION TECH INC	POLICE WORKSTATION UPGRADE	\$	6,683.67

NIACOG NORISC	NO RISK DUES	\$	420.00
PAYROLL		\$	54,915.51
P&P ELECTRIC	GENERATOR SEWER	\$	230.00
PRESTO-X-COMPANY	PEST CONTROL	\$	126.78
PRITCHARD AUTO	2020 FORD F150 OIL	\$	68.29
RADIOLOGIST OF NORTH IOWA, PC	X-RAY EXAM	\$	29.00
RYAN ARNDORFER	Mayor's Meeting	\$	219.56
SANDRY FIRE SUPPLY	STRUCTURAL BOOT	\$	4,417.15
SCHLEUSNER TRUCKING	SAFETY BARK	\$	887.50
SHIELD TECHNOLOGY CORP.	SOFTWARE	\$	1,035.00
STANARD & ASSOCIATES INC	TEST CERTIFICATES (HILARY)	\$	10.00
STATE FARM	FIDELITY BOND	\$	280.00
STATE HYGIENIC LABORATORY	TESTING	\$	29.00
STATE TREASURER	STATE TAXES	\$	1,883.86
STREICHER'S	PD MIS EQUIP	\$	240.04
SWENSON'S HARDWARE	MISC ALL DEPARTMENT PURCHASES	\$	3,120.15
TRULSON AUTO	FIRE TRUCK BATTERY CHECK #726	\$	886.97
U S POSTMASTER	AUGUST 2023 UB POSTAGE	\$	432.67
UNITED HEALTH CARE	HEALTH INSURANCE	\$	8,033.02
VANCE HAGEN	MILEAGE TO IOWA CITY	\$	369.42
VERIZON	TELEPHONE	\$	403.89
WIRED	1 YR SUBS LIBRARY	\$	12.00
	Accounts Payable Total	\$	707,441.12

GENERAL	\$	111,541.02
LIBRARY FUND	\$	14,764.32
FIRE DEPARTMENT	\$	6,954.76
ROAD USE	\$	167,240.10
EMPLOYEE BENEFITS	\$	1,252.07
LOCAL OPTION TAX	\$	4,832.00
CAPITAL PROJ-WTP PROJECT	\$	242,478.75
WATER	\$	130,075.71
SEWER	\$	24,333.89
STORM WATER	\$	3,968.50
TOTAL FUNDS	\$	707,441.12