

REGULAR CITY COUNCIL MEETING MINUTES
BRITT MUNICIPAL ROOM ON TUESDAY, NOVEMBER 14TH, 2023, 7:00 P.M.

1) **OPENING BUSINESS**

- a. Call meeting to order.

Minutes: Mayor Arndorfer Called the meeting to order.

- b. Roll call.

Minutes: Present were Stacy Swenson, Curt Gast, Karrie Wallen, Ashley Weiss, and Abby Post

- c. Pledge of Allegiance

- d. Conflict of Interest (state if applicable)

- e. Approval of Agenda

Minutes: It was motioned by Wallen and seconded by Swenson to approve 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 10/03/2023 and 10/27/2023 Council Meeting Minutes**

- b. **Claim list in the amount of \$171,255.09**

- c. **Approve Class C Alcohol Retail License for Britt Country Club**

Minutes: It was motioned by Gast and seconded by Weiss to approve the Consent Agenda. Roll call vote was held which was as follows. Ayes: Swenson, Gast, Wallen, Weiss, and Post.

3) **PUBLIC HEARING- Rezoning of Property Located at A tract of land in Lot One (1) and the North half (N ½) of Lots Two (2) and Four (4), Block Three (3), Brown and Treganza's Addition from R-1 to R-3**

Minutes: The hearing opened at 7:02pm. Jennifer Breister with Crown Point gave a brief overview of the plan for the property if rezoned and sold to them. Dale Hartman was concerned that he wouldn't have a chance to bid on the property. Mayor Arndorfer informed there would be a chance to bid on the property at another public hearing. Other concerns mentioned by the public were parking, snow removal, traffic, and low-income housing. Breister reassured they would not be low-income housing and if needed snow would be hauled away from the property. The Hearing closed at 7:31pm.

4) **DEPARTMENT HEAD REPORTS**

- a. Library Report – Linda Friedow

- b. Public Works – Vance Hagen

- i. Curb and Gutter Update

Minutes: Hagen got ahold of the contractor, and it appears that he will not be able to get to our main street curb and gutter until early spring.

- j. Sidewalks in Town

Minutes: 3rd St SE and 3rd Ave SE sidewalk caving in. Hagen would like to target 3 to 4 sidewalks every year for replacement and implement ADA ramps on them. Council directed Hagen to come up with a list of sidewalks that need attention.

- k. Tree Bids

Minutes: Quotes submitted were: Barkema Tree Service \$15,0000, Jim's Tree Service \$19,250, Braun Tree Service \$21,600, Arbor Xperts \$22,000, and Malek's Tree Service \$23,750. It was motioned by Wallen and seconded by Swenson to approve the quote of \$22,0000 by Arbor Xperts. Motion carried unanimously.

- c. Police Report – Tyler Harmon

- d. Fire Department – Jon Swenson

- e. Zoning - Mike Boomgarden

5) CLERK'S REPORT

- a. Approve Pay Application 17 to Henkel Construction for \$453,746.61
Minutes: It was motioned by Gast and seconded by Swenson to approve pay app #17 for \$453,746.61. Councilperson Weiss abstained from the vote due to her father working on the HVAC system for the new water treatment plant. Motion carried unanimously.
- b. Approve City TIF indebtedness Certificate
Minutes: The City wants to capture the most in TIF Revenues and certify the \$585,000 from our 2017 Bond Series. It was motioned by Weiss and seconded by Wallen to approve the TIF indebtedness certificate. Motion carried unanimously.
- c. Approve FY 2022-2023 Urban Renewal Report
Minutes: We have \$800,000 in principal payments left in obligations from our Urban Renewals Bonds. It was motioned by Gast and seconded by Post to approve the Urban Renewal Report. Motion carried unanimously.
- d. Resolution 25-2023- Police Officer living Requirement in Employee Handbook
Minutes: Resolution 25-2023 extends the living requirement for police officers to 30 miles outside of city limits. The Resolution was offered by Gast and seconded by Post. A roll call vote was held which was as follows. Ayes: Swenson, Gast. Wallen, Weiss, and Post
- e. Resolution 26-2023- 2024 Comprehensive Plan Update
Minutes: Resolution 26-2023 was offered by Swenson and seconded by Gast. A roll call vote was held which was as follows: Ayes: Swenson, Gast. Wallen, Weiss, and Post
- f. Update on Trash and Recycling Rates
Minutes: Ibarra reached out to Bill Rowland with the Landfill of North Iowa, and we are looking at a 5 yr. payment agreement with North Iowa since there would be no interest incurred. The buy in price is just over \$60,000. Bill is presenting our letter of interest to the board, and they will discuss what those payments would look like.

6) MAYOR'S REPORT

- a. WTP Update
Minutes: Some of the work completed last month was plumbing, manhole installation, poured concrete, installed filter tanks, and many other installations. If anyone is interested in seeing the complete list, there are copies at City Hall. If you would like a tour of the new plant, please reach out to Vance Hagen.
- b. Golf Course
 - i. Grass Masters Invoice
Minutes: It was motioned by Gast and second by Weiss to approve the Grass Master Invoice of \$1,450 for the irrigation blowout so the lines would not freeze. Motion carried unanimously.
- c. 106 3rd St SE Purchase of Tax Sale Certificate
Minutes: It was motioned by Swenson and second by Gast to approve the purchase of the tax sale certificate to not exceed \$2,000. Motion carried unanimously
- d. Resolution 27-2023 Ordinance 516 Amending the Official Zoning Map
Minutes: Resolution 27-2023 Ordinance 516 Amending the Official Zoning Map was offered by Weiss and second by Swenson. A roll call vote was held which was as follows: Ayes: Swenson, Gast, Wallen, Weiss. Nays: Post. The Resolution passed. A second and third reading will be done at a different time.

7) PUBLIC COMMENT

Minutes : Layne Moser informed the council the old redemption center appears to be leaning to the side. Council directed Ibarra to reach out to the owner and inform him of the situation.

8) ADJOURN

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

Elizabeth Ibarra, City Clerk

Ryan Arndorfer, Mayor

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
ABSOLUTE WASTE REMOVAL	TRASH/REC	\$ 15,474.36
ACCO UNLIMITED CORP	POOL PUMP INSPECTION	\$ 802.90
AGSOURCE	TESTING SERVICES	\$ 1,637.50
ALLIANT ENERGY	ELECTRIC	\$ 8,360.80
ALLIED ENS LLC	DESKTOP MONITORING	\$ 698.23
AMAZON CAPITAL SERVICES	SUPPLIES/PLANTER- LIBRARY	\$ 499.42
ARAMARK	CITY HALL MAINT	\$ 248.04
AXON ENTERPRISE INC	TASER AGREEMENT	\$ 3,780.27
BADGER METER	ANNUAL SERVICE FEE	\$ 1,567.34
BASE	REIMBURSEMENT	\$ 181.18
BOLTON & MENK	2ND ST SW IMPROVEMENTS	\$ 13,508.50
BRETT NELSON	MILLER LAWN REPAIR	\$ 600.00
BRITT FOOD CENTER	MISC EXPENSES	\$ 97.30
BROAD REACH BOOKS	LIBRARY JNF BOOKS	\$ 141.70
C J COOPER	ANNUAL ADMIN FEE	\$ 265.00
CALENDARWIZ, LLC	PD SCHEDULE SOFTWARE	\$ 99.00
CARD SERVICES	MISC ALL DEPT EXP	\$ 5,284.03
CHOSEN VALLEY TESTING	WTP TESTING	\$ 1,207.50
COLOFF DIGITAL	WEBSITE SUPPORT	\$ 169.00
COMM 1	PHONE INTERNET	\$ 596.25
CORY MILLER	DAMAGES FROM TREE REMOVAL REIM	\$ 468.66
DAKOTA SUPPLY GROUP	WATER EQUIP	\$ 699.29
DELTA DENTAL OF IOWA	DNTL/VISN-PRETX	\$ 721.74
DES MOINES REGISTER	LIBRARY- 1 YR SUBS	\$ 341.03
EDUCATIONAL DEVELOPMENT CORP	LIBRARY- BOOKS	\$ 348.56
EFTPS	FED/FICA TAX	\$ 11,468.07
ELIZABETH IBARRA	MILEAGE TO ANKENY & DES MOINES	\$ 445.27
FELD FIRE	PUMP FIRE TRUCK	\$ 1,478.00
GIFTS SEW SWEET	HILARY CLOTHING	\$ 344.70
GREAT AMERICA FINANCIAL SVCS	COPIER LEASE	\$ 219.70
GWORKS	ANNUAL LICENSE FEE & SUPPORT	\$ 7,190.00

HANCOCK COUNTY SHERIFF	GARNISHMENT 2	\$	1,247.79
HAWKINS INC.	WATER CHEMICALS	\$	1,081.71
IMWCA	WORK COMP INSTAL 4	\$	1,169.00
INGRAM LIBRARY SERVICES	LIBRARY BOOKS	\$	924.08
INTOXIMETERS	METERS	\$	235.75
IOWA DEPT. OF REVENUE	WATER EXCISE TAX	\$	4,386.50
IOWA ONE CALL	IOWA ONE CALL	\$	39.60
IOWA STATE UNIVERSITY	MAYLAND ONLINE CLERK CLASS	\$	217.00
IOWA WORKFORCE DEV	UNEMPLOYMENT Q3 2023	\$	1,193.16
IPERS	IPERS	\$	16,267.48
LODIN-OTTO LAWN SPRAYING	FALL SPRAYING	\$	3,795.00
MARCY MAYLAND	IMFOA DES MOINES MILEAGE	\$	157.86
MCNEESE TIRE	TIRES FOR FIRE TRUCK	\$	1,624.26
MICRO MARKETING	LIBRARY-AUDIO	\$	114.29
MID-AMERICA PUBLISHING	AFR 2023	\$	646.50
MIDWEST TAPE	LIBRARY- DVDS	\$	44.98
MOSQUITO CONTROL OF IOWA	MOSQUITO SPRAYING	\$	6,095.00
NEW COOPERATIVE	DIESEL FUEL CHARGES	\$	2,678.49
NEXT GENERATION TECH INC	PD SOFTWARE	\$	590.00
Payroll Paid		\$	36,135.66
SANDRY FIRE SUPPLY	FIRE MISC	\$	92.45
STATE HYGIENIC LABORATORY	WATER LABS	\$	459.00
STATE TREASURER	STATE TAXES	\$	1,702.10
SWENSON'S HARDWARE	MISC EXPENSES FOR ALL DEPT	\$	585.59
TRULSON AUTO	ROAD VEHICLE SUPPLIES	\$	35.98
U S POSTMASTER	SEPTEMBER 2023 UB POSTAGE	\$	432.04
UNITED HEALTH CARE	HEALTH INSURANCE	\$	9,634.24
VERIZON	PD PHONES	\$	404.25
VISUAL EDGE IT	LIBRARY COPIER LEASE	\$	321.99
Accounts Payable Total		\$	171,255.09

GENERAL	\$	75,894.19
LIBRARY FUND	\$	11,845.98
FIRE DEPARTMENT	\$	4,759.83
ROAD USE	\$	14,661.58
EMPLOYEE BENEFITS	\$	2,182.16
CAPITAL PROJ-WTP PROJECT	\$	7,162.50
WATER	\$	26,087.78
SEWER	\$	21,107.57
STORM WATER	\$	7,553.50
TOTAL FUNDS	\$	171,255.09