

CITY OF BRITT – BRITT IOWA –MAY 19<sup>TH</sup>, 2020

The City Council of the City of Britt, Iowa met in pursuant to law and the rules of said Council in regular session via ZOOM meeting at 7:00 o'clock P.M. the 5<sup>th</sup> day of May 2020. The meeting was called to order by Mayor Arndorfer, and the following Council members were:

PRESENT: Stacy Swenson, Curt Gast, Karrie Wallen, Paul Verbrugge and Chad Luecht

ABSENT: None

The Mayor presented the agenda for approval. It was moved by Luecht and seconded by Swenson to approve the agenda as presented. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen Verbrugge & Luecht

Nays: None

The motion carried.

It was moved by Luecht and seconded by Wallen that the following items contained in the Consent Agenda be approved and adopted:

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 05/05/2020 Council Meeting
- b. Approve Minutes of the 05/11/2020 Special Council Meeting
- c. Claim list in the amount of \$104,927.37

A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen Verbrugge & Luecht

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

The Mayor announced this was the time, date, and place for the public hearing on the Proposed Contract Documents & Estimated Costs for Repair or Improvement (plans, specifications and form of contract) and estimated cost for the improvement. The public hearing opened at 7:05 p.m. The Mayor asked the City Clerk whether any petition had been filed in the Clerk's Office, as contemplated in Section 362.4 of the Code of Iowa, and the Clerk reported that no such petition had been filed.

The Mayor then asked the Clerk whether any written objections had been filed by any resident or property owner of the City pertaining to the public hearing on the Proposed Contract Documents & Estimated Costs for Repair or Improvement (plans, specifications and form of contract) and estimated cost for the improvement.. The Clerk advised the Mayor and the Council that no written objections had been filed. The Mayor then called for oral objections regarding the approval on the Proposed Contract Documents & Estimated Costs for Repair or Improvement (plans, specifications, and form of contract) and estimated cost for the improvement. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

Wes Brown from Bolton & Menk was present (electronically) to discuss the bids. We received five bids which included:

Crow River Construction, New London, MN \$508,737, GM Contracting Inc., Lake Crystal, MN \$404,626.63 Niss Excavation Inc., Mason City, IA. \$397,172.20, McKiness Grading & Excavating, Mason City, IA \$315,908 and Farm Tile Pro, Osage, IA \$ 314,063. When discussing the two lowest bidders Brown stated he reached out to the 3 projects that were similar to this project that Farm Tile Pro had listed as experience. At the time of the meeting he was only able to get feedback from one. They stated Farm Tile Pro did not complete the project on time nor was it within budget. They felt this could be due to a “learning curve” and they were “slow”. When researching the jobs that Farm Tile Pro had done with Bolton & Menk, the said they had some issues getting bonded, some payment issues, and a need to provide more inspection oversight than a typical project. Due to the emergent need to get this project done quickly the second bidder, McKiness Excavating, was chosen as they have done multiple projects for the city before and proven to do the job in a timely professional manner.

Whereupon, the Mayor declared the hearing regarding the approval of the Proposed Contract Documents & Estimated Costs for Repair or Improvement (plans, specifications, and form of contract) and estimated cost for the improvement was officially closed at 7:12 p.m.

The Mayor presented Resolution No. 14-2020 Making Award of Contract for the Diagonal Street Watermain Improvements. It was moved by Luecht and seconded by Verbrugge to approve Resolution No. 14-2020 Making Award of Contract for the Diagonal Street Watermain Improvements to McKiness Excavating in the amount of \$315,098.

A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen Verbrugge & Luecht

Nays: None

The motion carried.

The Mayor announced this was the time, date, and place for the public hearing approve the Development Agreement between the City of Britt and Interstate Power and Light Company (dba Alliant Energy). The public hearing opened at 7:14 p.m. The Mayor asked the City Clerk whether any petition had been filed in the Clerk's Office, as contemplated in Section 362.4 of the Code of Iowa, and the Clerk reported that no such petition had been filed.

The Mayor then asked the Clerk whether any written objections had been filed by any resident or property owner of the City pertaining to the public hearing approve the Development Agreement between the City of Britt and Interstate Power and Light Company (dba Alliant Energy). The Clerk advised the Mayor and the Council that no written objections had been filed. The Mayor then called for oral objections regarding the approval approve the Development Agreement between the City of Britt and Interstate Power and Light Company (dba Alliant Energy). Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

Whereupon, the Mayor declared the public hearing regarding the approve of the Development Agreement between the City of Britt and Interstate Power and Light Company (dba Alliant Energy) was officially closed at 7:15 p.m.

The Mayor presented Resolution No. 15-2020 Ratifying, Confirming and Approving Publication of Notice of Public Hearing and Approving and Authoring Execution of a Development Agreement by and Between the City of Britt and Interstate Power and Light Company. It was moved by Luecht and seconded by Wallen to approve Public to approve the Development Agreement between the City of Britt and Interstate Power and Light Company (dba Alliant Energy).

A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen Verbrugge & Luecht

Nays: None

The motion carried.

City Administrator Sawyer presented her report. Sawyer presented the council with an agreement for professional services with Bolton & Menk for the Diagonal Street Watermain Extension project. The estimated fees for the construction phase services is \$39,400. This total includes estimated fees for construction staking (surveying), project observation and contract administration. It was moved by Verbrugge and seconded by Swenson to approve the agreement for professional services with Bolton & Menk for the Diagonal Street Watermain Extension in the amount of \$39,400. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge and Luecht

Nays: None

The motion carried.

Next, Sawyer discussed Rural Housing 360. As discussed in a previous meeting, they are looking for support from the City of Britt. They need us to provide a resolution of support and also provide them with a community letter of engagement which briefly outlines what the city is willing to provide. In addition, they need the city to act as the guarantee of the construction loan. According to HomeServices Lending there is less than 1-1.5% default rate on a loan. They are also looking for an annual support contribution of \$3,500. In turn, Rural Housing 360 is offering us \$5,000 back per house built. City Attorney Earl Hill spoke in depth with Steve Gilbert of Rural Housing 360 and feels the risk involved is acceptable. They would need to follow the existing covenants in place for Sunset Ridge Development. The next step will be to provide the resolution of support and community letter of engagement which briefly outlines what the city is willing to provide. This topic will be on the special council meeting agenda on May 22<sup>nd</sup>, 2020 at 7:00 p.m.

Lastly, Sawyer presented the council with a Quit Claim deed for the property on Center Street W that was sold to Adam Harms. It was moved by Gast and seconded by Swenson to approve the issuance of a Quit Claim deed to Adam Harms for the Center St W property (described as West ½ of NE ¼ of Block 7, Stubbins 3<sup>rd</sup> Add. in the City of Britt, Hancock Co IA). A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge and Luecht

Nays: None

The motion carried.

Mayor Arndorfer presented his report. He stated he has come up with a schedule regarding COVID-19 openings and will post those in the near future.

Finally, as mentioned during the last meeting, Arndorfer spoke with Jill Kramer of the Hancock County Economic Development regarding the grants they were providing to businesses affected by the COVID-19 virus. They are unable to fund all the grant applications for the City of Britt without assistance. To fund all the businesses in Britt that applied, Kramer stated the city would need to donate \$10,000. The city could fund this using monies set aside for economic development. It was moved by Wallen and seconded by Luecht to utilize funds from the Revolving Loan Fund to donate \$10,000 towards the funding the Hancock County Small Business Relief Fund. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge and Luecht

Nays: None

The motion carried.

With no further business it was moved by Luecht and seconded by Wallen to adjourn the meeting. Motion carried by unanimous vote.

Debra R. Sawyer, City Administrator/Clerk

Ryan L. Arndorfer, Mayor

“These minutes are as recorded by the Clerk and are subject to Council approval at the next regular meeting.”

**WARRANTS - MAY 2020**

<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
ACCO	POOL CHEMICALS	\$1,197.90
AFLAC	AFLAC-PRE-TAX	\$85.52
AGSOURCE LABORATORIES	TESTING SVCS	\$1,492.50
ALLIANT ENERGY	ALLIANT	\$8,789.26
ALLIED ENS LLC	SERVER MONITORING	\$474.90
ARAMARK	CITY HALL MATS	\$368.48
BADGER METER	READCTR ANALYTICS	\$780.00
BASE	MEDICAL REIMB	\$292.52
BIG MIKE'S CUSTOM BATH	ISOLATE WATER ISSUES	\$200.00
BOLTON & MENK	DIAGONAL ST WTRMAIN EXTENSION	\$13,384.98
BRITT FOOD CENTER	MISC SUPPLIES	\$31.59
BRITT-WOODEN INS AGENCY	INS RENEWAL/COMM/CYBER/LIAB	\$51,918.00
BROWN SUPPLY INC	REFLECTIVE FIRE HYRDANT POLE	\$300.00
BRYAN AITCHISON	SIDEWALK REIMBURSEMENT	\$252.00
CARD SERVICES	LIBRARY PURCHASES	\$996.73
COLLECTION SERVICE CENTER	GARNISHMENT	\$327.86
COLOF DIGITAL	WEBSITE SUPPORT	\$169.00
COMM 1	PHONE/FAX/INTERNET SERVICE	\$578.76
DARLENE WEBER	MISC SUPPLIES	\$210.00
DELTA DENTAL OF IOWA	DNTL/VISN-PRETX	\$514.14
DOLLAR GENERAL- CHARGED SA	MUNICIPAL BLDG SUPPLIES	\$35.05
EFTPS	FED/FICA TAX	\$9,664.90
GREAT AMERICA FINANCIAL	PRINTER CONTRACT	\$215.09
HANCOCK CO CLERK OF COURT	GARNISHMENT	\$219.50
HANCOCK CO HEALTH SYSTEM	HEP B SHOTS	\$424.00
HISCOCKS EXCAVATING	RPR WTR LN	\$2,512.00
HUNTS ELECTRIC	REPL GERMICIDAL UV BULBS/FIRE	\$618.55
IOWA FIRE CONTROL	FIRE SUPPRESSION INSPECTION	\$629.00
IPERS	POLICE IPERS	\$6,593.52
JOHN DEERE FINANCIAL	BLADES/WHEEL KIT	\$130.49

KIOW	PUBLISHING	\$111.59
MAGUIRE IRON, INC	TOWER CLEANING	\$1,850.00
MAXYIELD COOPERATIVE	GAS	\$850.52
MIDWEST BREATHING AIR SYS	AIR TEST FOR SCBA UNITS	\$955.24
MOSQUITO CONTROL OF IOWA	MOSQUITO SPRAYING 2019	\$5,300.00
MUNICIPAL PIPE & TOOL	SEWER JET CLEANING	\$26,518.33
NATIONWIDE RETIREMENT	DEFERRED COMP	\$40.00
PAYROLL CHECKS	PAYROLL CHECKS ON 04/22/2020	\$14,001.14
PAYROLL CHECKS	PAYROLL CHECKS ON 04/23/2020	\$1,038.34
PAYROLL CHECKS	PAYROLL CHECKS ON 05/06/2020	\$14,387.85
SANDRY FIRE SUPPLY	CHEMGUARD DIRECT ATTACK FOAM	\$355.00
STATE HYGIENIC LABORATORY	ANALYSIS	\$65.50
STATE TREASURER	STATE TAXES	\$1,580.00
STOREY KENWORTHY	UTILITY BILLS PRINTING	\$522.70
SWENSON'S HARDWARE	WATER	\$687.96
TRICIA TRAGER	SIDEWALK REPAIR	\$65.00
TRULSON AUTO	VEHICLE REPAIR	\$30.75
U S POSTMASTER	POSTAGE/STAMPS	\$465.09
UHC	HEALTH-PRE-TAX	\$6,350.75
ULINE	HEXARMOR GLOVES	\$102.07
VERIZON	PD PHONES	\$329.67
WASTE MANAGEMENT	SANITATION	\$12,001.83
	<b>CLAIMS TOTAL</b>	<b>\$191,015.57</b>

<b>GENERAL FUND</b>	\$103,681.89
<b>MISC REVENUE FUND</b>	\$6,190.33
<b>FIRE DEPARTMENT FUND</b>	\$1,611.86
<b>ROAD USE FUND</b>	\$13,565.06
<b>EMPLOYEE BENEFITS FUND</b>	-\$0.06
<b>LOST-ECO DEV/MISC REV FUND</b>	\$169.00
<b>WATER FUND</b>	\$17,237.32
<b>SEWER FUND</b>	\$47,472.67
<b>STORM WATER FUND</b>	\$1,087.50