

CITY OF BRITT – BRITT IOWA – JUNE 2ND, 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 2nd day of June 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 Verbrugge 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 05/11/2020 Special Council Meeting (with corrections to include the vote for Resolution 13-2020
- b. Approve Minutes of the 05/19/2020 Council Meeting
- c. Approve Minutes of the 05/22/2020 Special Council Meeting
- d. Claim list in the amount of \$238,778.58

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.

Mike Birchem from Remer & Birchem reviewed the annual audit for the FY2019/2020. Financial highlights included receipts of City's governmental activities increased by 45.5%. Disbursements increased 5.9%. The City's total cash basis net position increased 18.8% from June 30, 2018 to June 30, 2019. It was moved by Verbrugge and seconded by Swenson to accept the audit presented by Remer & Birchem for the fiscal year of 2019/2020. Motion carried by unanimous vote.

Department heads provided their reports. Linda Friedow, Library Director, reported the Library is now in Phase II. Patrons are permitted to use the Library by appointment for material checkout, periodical reading, and computer use. All faxing, scanning, and copying will be done by staff. Distancing, sanitizing, and wearing of masks is being followed according to CDC guidelines. The restroom and meeting room are unavailable to the public. Pick-up services are still available to those who prefer this option. Vance Hagen, Public Works Director, presented his report. They are gearing up to begin the Diagonal Watermain Project. He has begun his list of trees to be included in the tree program this summer. Midwest Roofing was in the fix the fire departments roof. They will be back to take a look at the roof over city hall/library. City hall as some leaks that have yet been

fixed, even after they have been looked at before. Heartland Asphalt has begun the mill and overlay project on 1st St SW. The millings from 1st St SW have been used to resurface some of the gravel roads and alleys in town. Mark Anderson, Chief of Police, reported they answered 161 calls for service in the month of May 2020. They have a job posted for a Certified Police Officer. The old patrol vehicle has had all the decals and equipment removed and will be put out for closed bid. Jon Swenson, Fire Chief, reported they had 3 calls in the month of May. The new radio for the new truck has been received from Hancock County Emergency Management. The new fire truck build has been progressing on schedule. The new county antenna is now up and operational and the operating equipment has been installed inside the fire department. Zoning reported 7 building permits were issued in the month of May 2020.

City Administrator Sawyer presented her report. Cigarette permit renewal for the FY 2020/2021 was presented for Britt Food Center, Casey's General Store and Dollar General Store. It was moved by Swenson and seconded by Luecht to approve the renewal of the 2020/2021 Cigarette Permit for Britt Food Center, Casey's General Store and Dollar General Store. Motion carried by unanimous vote.

Next, Sawyer provided her recommendation to the City Council for the position of Deputy City Clerk. We received applications from six individuals and chose to interview four. Sawyer and Councilman Luecht, who also serves on the Personnel and Finance Committee, interviewed four applicants and after careful consideration we would like to offer the position to Elizabeth Ibarra starting at \$15/hour with the usual benefits. It was moved by Luecht and seconded by Wallen to approve the recommendation made by Sawyer to offer the position of Deputy City Clerk to Elizabeth Ibarra starting at \$15/hour with the usual benefits with an immediate start date. Motion carried by unanimous vote.

Mayor Arndorfer presented his report. Arndorfer began with an update on the Park & Rec programs and the plans for the pool this summer. He has been informed that on the evening of May 28th, it was decided that the Britt Summer Rec baseball/softball teams will not participating in the Borderline League de to COVID-19. Recreation Director Steve Lansing has said they are looking into having summer clinics/camps in July. Other summer rec activities will also get pushed into July 2020. It is the recommendation from Arndorfer to open the pool for swim lessons and swimming laps per the guidelines set forth by Governor Reynolds. The groups for swimming lessons will be much smaller this year, with an average of 6 children per group. Those interested in swimming laps will be asked to sign in. Arndorfer asked the council if they felt this plan was agreeable. Verbrugge asked if we could consider having t-ball for the younger children. Council asked that Steve Lansing, and Jen Weiland, Park Board President, come to the next meeting to discuss further plans. Council approved the plans set forth by the Mayor to open the pool for swim lessons and swimming laps only. It is the opinion that the pool be open to Britt residents and families who have children in the West Hancock School District only.

Arndorfer received a letter from a resident who has been denied a building permit because the planned project does not meet the setback requirements set forth by Britt Zoning Ordinances. He discussed the concern put forth by the resident.

Finally, Arndorfer was asked if it was possible to get a streetlight on the corner of 6th Ave NE and 3rd St NE. We are waiting to hear back from Alliant as what the cost would be. We will follow up with this at the next meeting on June 16th.

With no further business it was moved by Verbrugge and seconded by Luecht 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.”

VENDOR	DESCRIPTION	AMOUNT
A P CLEANING SERVICES	CONTRACT CLEANING/CITYHALL/FIR	\$650.00
AFLAC	AFLAC-PRE-TAX	\$85.52
AHLERS & COONEY, P.C.	AMEND #2 COMM PARK URP	\$140.00
ALLIED ENS LLC	SERVER MONITORING	\$345.00
AMAZON	LIBRARY SUPPLIES	\$364.72
ARAMARK	MOPS/CARPETS CITY HALL	\$368.48
BASE	MEDICAL REIMB	\$262.52
BOLTON & MENK	DIAG STREET WATERMAIN EXT	\$13,345.50
BRITT LUMBER LLC	CONCRETE PREMIX	\$16.60
COLLECTION SERVICE CENTER	GARNISHMENT	\$163.93
COMM 1	PHONE/INTERNET	\$573.52
COUNTRY GARDENS	5 TON RIVER ROCK	\$300.00
D.J. GONGOL & ASSOC., INC	WWTP PUMP/GASKET/SUPPLIES	\$598.61
DELTA DENTAL OF IOWA	DENTAL/VISION INS-PRETAX	\$549.24
ED M FELD EQUIP CO INC	CONV KIT/REPAIR W/BALL VLV 2.5	\$205.90
EFTPS	FED/FICA TAX	\$5,717.24
HCEDC	SMALL BUS RELIEF FUND DONATION	\$10,000.00
IMWCA	DEPOSIT W/C PREM 20/21	\$2,544.00
INGRAM	BOOKS/SUPPLIES	\$553.05
IOWA ONE CALL	IOWA ONE CALL	\$51.30
IOWA PUMP WORKS	FINAL INSPECTION FEE	\$1,116.00
IPERS	POLICE IPERS	\$7,244.73
JESS YOUNGWIRTH	SIDEWALK REPLACEMENT FEE	\$205.32
METERING & TECH SOLUTIONS	METERS/SCREWS	\$504.82
MICRO MARKETING	BOOKS/SUPPLIES	\$279.29
MIDWEST PIPE SUPPLY	SANITARY SEWER LID/SUPPLIES	\$474.00
NATIONWIDE RETIREMENT	DEFERRED COMP	\$20.00
NIACOG NORISC	2-YR ANNUAL CODE UPDATE	\$2,000.00
NORTH IOWA LIBRARIES	BEACON ANNUAL SUPPORT	\$1,020.30
ONE VISION GREEN PRODUCTN	LIBRARY FLOWERS	\$55.00
PALMER POOLS	2 FRONTIER DIVING BOARDS/POOL	\$6,469.68
PAYROLL CHECKS	PAYROLL CHECKS ON 05/20/2020	\$16,543.44
PAYROLL CHECKS	PAYROLL CHECKS ON 05/22/2020	\$80.83
PAYROLL CHECKS	PAYROLL CHECKS ON 05/29/2020	\$1,246.01
PRESTO-X-COMPANY	PEST CONTROL	\$49.00

PRITCHARD AUTO	SERVICE 2014 FORD EXPLOYER	\$76.40
RENNER & BIRCHEM	AUDIT EXPENSES	\$4,140.00
SHIELD TECHNOLOGY CORP.	SOFTWARE EXPENSE	\$810.00
STATE TREASURER	STATE TAXES	\$1,712.00
SWENSON'S HARDWARE	MISC SUPPLIES	\$908.58
TRULSON AUTO	NAPA GOLD/OIL FILTERS	\$66.58
U S POSTMASTER	PERMIT FEE	\$240.00
UHC	HEALTH-PRE-TAX	\$7,475.66
UMB	DIANA VAN VLEET	\$145,676.25
UNPLUGGED WIRELESS	MOTO IMPRES BATTERY	\$546.00
WBC MECHANICAL	MAINT/RAYPAK BOILER	\$2,915.00
WEBWISE SOLUTIONS	FEES FOR APRIL 2020	\$60.00
WOMAN'S DAY	LIBRARY SUBSCRIPTION	\$8.56
	CLAIMS TOTAL	\$238,778.58

GENERAL FUND	\$40,290.02
MISC REVENUE FUND	\$5,278.99
FIRE DEPARTMENT FUND	\$783.35
ROAD USE FUND	\$6,002.32
EMPLOYEE BENEFITS FUND	\$2,544.00
DEBT SERVICE FUND	\$145,676.25
WATER FUND	\$10,234.86
SEWER FUND	\$17,968.79
REVOLVING LOAN FUND	\$10,000.00