

REGULAR CITY COUNCIL MEETING IN  
BRITT MUNICIPAL ROOM ON THURSDAY, JULY 6TH, 2023, 7:00 P.M.

1) **OPENING BUSINESS**

- a. Call meeting to order.  
Minutes: Mayor Pro Tem Gast called the meeting to order.
- b. Roll call.  
Minutes: Present were Stacy Swenson, 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 second by Swenson to approve the agenda. We removed 4b and all of 5 for 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 06/06/2023, 06/08/2023, 06/12/2023, and 06/20/2023 Council Meetings**
- b. **Claim list in the amount of \$887,244.05**
- c. **Class C Retail Alcohol License at Sharks Bar**
- d. **Approval of Cigarette, Tobacco, Nicotine, and Vapor for Family Dollar Store #32891**  
Minutes: It was motioned by Wallen and seconded by Weiss to approve the consent agenda except for C. Class C Retail Alcohol License at Sharks Bar. Motioned carried unanimously. Ibarra will get with Earl Hill, City Attorney, to review next steps for Sharks License.

3) **DEPARTMENT HEAD REPORTS**

- a. Library Report – Linda Friedow
- b. Public Works – Vance Hagen
  - i. Curb and Gutter Replacement on Main Ave Quotes  
**Minutes:** We had three quotes for this replacement. They were the following: Castor Construction for \$36,450, Custom Koncrete LLC. for \$24,960, and Custom Concrete Contractors Inc. for \$34,320. It was motioned by Swenson and second by Weiss to approve Custom Koncrete LLC. for \$24,960 to replace the curb and gutter on Main Ave. Motion carried unanimously.
- c. Police Report – Jordan Williams
  - i. Computer/technology Update Quote/NGT Contract  
**Minutes:** It was motioned by Weiss and seconded by Wallen to approve the quote from NGT for \$7,700 to replace old computers, install a battery backup and firewall router, and a monthly servicing fee of \$420. Motion carried unanimously.
  - ii. Resignation of Officer Reis  
**Minutes:** Officer Christopher Reis resigned last week. Reis wanted some guidance on his contract repayments. Gast explained to Reis that we would need to check with the City Attorney for a final decision.
  - iii. Police Officer Posting  
**Minutes:** It was motioned by Weiss and second by Swenson to approve a two-week job posting for a police officer. Starting pay would be \$22/hr. and would go up to \$24/hr. once certified. Motion carried unanimously.
- d. Fire Department – Jon Swenson
- e. Zoning - Mike Boomgarden
- f. Park and Rec-Jen Weiland

#### 4) CLERK'S REPORT

- a. Approve Pay Application 13 to Henkel Construction for \$461,310.59  
It was motioned by Wallen and second by Post to approve a pay application 13 for \$461,310.59 to Henkel Construction. Motion carried unanimously.
- ~~b. Planning and Zoning Committee Appointment~~
- c. Deputy Clerk Training Agreement  
**Minutes:** It was motioned by Wallen and second by Post to approve the Deputy Clerk Training Agreement, which includes a \$1.00 raise each year they attend MPI (2-year training) and an additional \$1.00 raise once receiving their certificate. A maximum raise of \$3.00. Motion carried unanimously.
- d. Revolving Loan for Layne and Ashleigh Mosher  
**Minutes:** It was motioned by Weiss and seconded by Swenson to approve the Revolving loan for Red White and Brew, Layne, and Ashleigh Mosher for \$25,000. Motion carried unanimously.
- e. City Hall Cleaning Bid  
**Minutes:** It was motioned by Swenson and seconded by Post to open bids for cleaning The City of Britt building. Motion carried unanimously.
- f. Hobo Trademark- Kay Brooks  
**Minutes:** Kay Brooks wanted to know if she could use the City of Britt's Hobo Trademark to print on for the Flower Cart and herself. The council did not like the idea of allowing someone other than a nonprofit to use our trademark.
- g. Pool Information  
**Minutes:** It was motioned by Swenson and second by Post to update the Aquatic Center rules to the following:  
You must be 52 inches to go off the high dive and pass a swim test. Must be 8 years old to attend the pool by themselves. Age will go up to 9 years old in 2024 and 10 years old in 2025. The daycare facility ratio is now 1 to 5. Motion carried unanimously.

#### 5) MAYOR'S REPORT

- ~~a. WTP Update~~
- ~~b. Golf Course Lease~~
- ~~c. Golf Course Ceiling and Light Fixtures~~

#### 6) PUBLIC COMMENT

#### 7) ADJOURN

**Minutes:** It was motioned by Weiss and second by Post adjourn. Motion carried unanimously.

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**Elizabeth Ibarra, City Clerk**

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**Curt Gast, Mayor Pro Tem**

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
ACCO UNLIMITED CORP	LIQUID CHLORINATING	\$ 2,079.00
AGSOURCE	SEWER CHEMICALS	\$ 1,217.25
ALLIANT ENERGY	ELECTRIC	\$ 12,908.23
ALLIED ENS LLC	3 YEAR MAINTANCE FEE	\$ 1,838.59
AMERICAN LEGION POST 315	FLAGS	\$ 512.00
ANN HINDERS	UMPIRE	\$ 60.00
ARAMARK	CITY HALL	\$ 547.81
BADGER METER	service	\$ 57.60
BARKEMA TREE SERVICE, LLC	2022 TREE PROGRAM	\$ 15,350.00
BASE	REIMBURSEMENT	\$ 394.83

BMC AGGREGATES L.C.	ROADSTONE	\$ 64.24
BOLTON & MENK	WTP CONSTRUCTION AND OBS (004)	\$ 13,816.00
BOOK LOOK	LIBRARY IF BOOKS	\$ 399.77
BRITT FOOD CENTER	SUMMER REC/ ROAD/ CITY HALL	\$ 651.82
CARD SERVICES	MISC	\$ 3,790.90
CARLSON DRAINAGE	LIONS PARK SEWER JETTING	\$ 250.00
CJ KAMMRAD	UMPIRE	\$ 300.00
CLAIRE JOHNSON	ARTS AND CRAFT ASSISTANT	\$ 300.00
COLLECTION SERVICE CENTER	GARNISHMENT	\$ 327.86
COLOFF DIGITAL	WEBSITE SUPPORT	\$ 169.00
COMM 1	TELEPHONE	\$ 526.19
DAKOTA SUPPLY GROUP	WATER SUPPLIES	\$ 1,850.00
DELTA DENTAL OF IOWA	DNTL/VISN-PRETX	\$ 772.74
EARL HILL	ANNUAL FEES	\$ 3,000.00
EFTPS	FED/FICA TAX	\$ 14,926.75
ELIZABETH GREYLLAT	ARTS AND CRAFTS TEACHER	\$ 550.00
FELD FIRE	REPAIR	\$ 215.14
FIRST STATE BANK	OVERPAYMENT ON LUNCHBOX LOAN	\$ 353.35
FIRST STATE BANK	BONDS	\$ 199,612.59
GIFTS SEW SWEET	SHIRTS SUMMER REC	\$ 2,387.50
GREAT AMERICA FINANCIAL SVCS	COPIER LEASE	\$ 237.23
HANCOCK CO HEALTH SYSTEM	FIREMAN PHYSICALS	\$ 1,140.00
HANK KOHLER	LIBRARY- ONE4WATER PROGRAM	\$ 100.00
HASSEBROOK REFRIGERATION	POOL REFRIDGERATOR REPAIR	\$ 105.00
HAWKINS INC.	WATER CHEMICALS	\$ 1,281.04
HENKEL CONSTRUCTION COMPANY	PAY APP 12 (4/5)	\$ 402,000.00
IMWCA	WORK COMP	\$ 2,736.00
INGRAM LIBRARY SERVICES	LIBRARY BOOKS	\$ 967.30
IOWA DEPT. OF REVENUE	SALES TAX	\$ 3,619.78
IOWA LEAGUE OF CITIES	2023-2024 DUES	\$ 1,565.00
IOWA PRISON INDUSTRIES	ROAD SIGNS	\$ 932.80
IPERS	IPERS	\$ 20,186.71
JORDAN WILLIAMS	REIMBURSEMENT FOR AXEL MISC	\$ 51.96
KIOW	PUBLISHING	\$ 236.00
LORI VICKER	LIBRARY- ORPHAN TRAIN PRESENTE	\$ 290.00
MAIN STREET SPECIALTIES, LLC	FIRE TRUCK EQUIP	\$ 2,771.76
MARCY MAYLAND	SUMMER REC OTTER POPS	\$ 23.94
MATHEW LARSON	UMPIRE	\$ 120.00
METERING & TECH SOLUTIONS	MISC WATER	\$ 598.41
MICRO MARKETING	LIBRARY AUDIOBOOKS	\$ 227.21
MID-AMERICA PUBLISHING	LEGALS 05.18.23	\$ 21.78

MIDWEST LIVING	LIBRARY MAGAZINE	\$ 12.00
MIDWEST TAPE	LIBRARY DVD	\$ 220.90
MIKE SAMPSON CONSTRUCTION	SOUTH DOOR AT SHOP REPAIR	\$ 184.00
NATE JOHNSON	UMPIRE	\$ 120.00
NEW COOPERATIVE	DIESEL AND FUE CHARGES	\$ 2,186.22
NEXT GENERATION TECH INC	ONSITE SUPPORT	\$ 334.50
NORTH IOWA LIBRARIES	LIBRARY BEACON SUPPORT	\$ 1,155.13
PAYROLL	JUNE 2023	\$ 52,281.86
PAXTON JOHNSON	UMPIRE	\$ 60.00
PETTY CASH	LIBRARY PETTY CASH	\$ 80.28
PSI	POST SIGN COUNCIL	\$ 36.65
R.J. WHITE	UMPIRE	\$ 60.00
SANDRY FIRE SUPPLY	LIGHTWEIGHT BOOSTER GREEN HOSE	\$ 289.79
SEBCO BOOKS	NF BOOKS	\$ 1,059.30
SRF-IA FINANCE AUTHORITY	BONDS	\$ 85,934.05
STATE HYGIENIC LABORATORY	WATER ANALYSIS	\$ 27.00
STATE TREASURER	STATE TAXES	\$ 1,985.98
SWENSON'S HARDWARE	MISC	\$ 2,125.39
THONE GOLWITZER	LIFEGUARD 8 CERTS 4 RENEWALS	\$ 2,300.00
TRANSPARENT LANGUAGE INC.	LIBRARY- ANNUAL SUPPORT SOFTWA	\$ 540.00
TRULSON AUTO	2021 FORD EXPLORER	\$ 79.57
U S POSTMASTER	UTILITY BILLING POSTAGE	\$ 405.00
UNITED HEALTH CARE	HEALTH INSURANCE	\$ 10,427.16
UMB BANK NA	2018 GO BOND ADMIN FEES	\$ 300.00
VERIZON	PD PHONES	\$ 464.20
WEBWISE SOLUTIONS	WEBSITE BUILDING-LIBRARY	\$ 2,265.00
WHAS	AED PATCHES	\$ 388.99
WHITFIELD & EDDY	PROFESSIONAL SERVICES	\$ 3,240.00
ZEPHYR JAMTGAARD	UMPIRE	\$ 240.00
<b>Accounts Payable Total</b>		<b>\$ 887,244.05</b>

GENERAL		\$ 104,568.70
LIBRARY FUND		\$ 17,379.02
FIRE DEPARTMENT		\$ 4,430.17
GOLF		\$ 8.59
ROAD USE		\$ 213,221.73
EMPLOYEE BENEFITS		\$ 5,986.21
DEBT SERVICE		\$ 300.00
CAPITAL PROJ-WTP PROJECT		\$ 415,816.00
WATER		\$ 105,562.15
SEWER		\$ 19,971.48
<b>TOTAL FUNDS</b>		<b>\$ 887,244.05</b>