

**REGULAR CITY COUNCIL MEETING IN  
BRITT MUNICIPAL ROOM ON TUESDAY, AUGUST 1ST, 2023, 7:00 P.M.**

**1) OPENING BUSINESS**

- a. Call meeting to order.  
Minutes: The meeting was called to order by Mayor Arndorfer.
- b. Roll call.  
Minutes: Present were Stacy Swenson, Curt Gast, Karrie Wallen, Ashley Weiss, 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 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 07/06/2023 and 07/17/2023 Council Meeting minutes**
- b. **Claim list in the amount of \$991,027.45.**
- c. **Class C Retail Alcohol License for Sharks Bar**
- d. **Class C Retail Alcohol License for Sidetrack Lanes**
- e. **Class E Retail Alcohol License for Casey's General Store #3043**

**Minutes: Ibarra reminded council that we did not approve Shark's Bar alcohol license last meeting due to a failure to follow Iowa Code. Earl felt that we could approve their license at this time and if state law is not followed in the future, we may act if needed. It was motioned by Swenson and seconded by Wallen to approve the Consent Agenda. Motion carried unanimously.**

**3) PRESENT TO BE HEARD**

- a. Cory Miller-Tree Damage  
Minutes: Miller informed the council of the damage that Barkema's Tree Service left to his property. Miller reached out to the City to be added to the list of trees last summer. Hagen added it to the list, the tree was dying. Miller feels the City should pay for the damages due to Miller spending \$2,000 on the landscaping prior to the damage. Mayor Arndorfer requested Ibarra get with our City Attorney and find the best solution. Swenson thinks filing a claim through Barkema's insurance would resolve the issue.

**4) DEPARTMENT HEAD REPORTS**

- a. Library Report – Linda Friedow
- b. Public Works – Vance Hagen
  - i. Bidding for Sweeper  
Minutes: Hagen informed Council that Lake Mills has not opened bids for their sweeper yet.
  - j. Pool Pump Quotes  
Minutes: It was motioned by Gast and second by Wallen to approve the purchasing of two pool pumps from Palmer McPeak Pools & Spas for \$14,700. Motion carried unanimously.
  - k. Overhead Doors  
Minutes: It was motioned by Gast and second by Weiss to approve purchasing the overhead doors at the City shop from Advanced Door Systems for \$15,332.00. Motion carried unanimously.
- c. Police Report – Jordan Williams  
Minutes: Interim Chief Williams, some council members, and other department heads interviewed for the police officer opening. They felt the best interviewee for the position would be Braden Hilary. It was

motioned by Weiss and second by Wallen to offer Braden Hilary the police offer position. Motion carried unanimously.

i. Police Chief Posting

Minutes: It was motioned by Swenson and second by Weiss to approve the posting for the Police Chief position. Motion carried unanimously. Applications are due by August 31<sup>st</sup>, 2023.

d. Fire Department – Jon Swenson

e. Zoning - Mike Boomgarden

**5) CLERK’S REPORT**

a. Approve Pay Application 14 to Henkel Construction for \$135,945.00

Minutes: Ibarra informed council that we did not get a final approval letter from Bolton and Menk for Pay Application 14. It will be put on the next agenda for approval.

b. City Building Cleaning Bids

Minutes: We received eight bids from our posting for City Hall and Fire Department building. Kateland Stehr and Kim Hillenga both quoted \$400 per month, Tammy Morgan \$525, Hannah Barker \$600, Danielle Hanson \$600, Kelly Jost \$650, Jane & Joan Johnson \$850, and Jane Peterson \$1,000. Ibarra recommended Kateland Stehr. It was motioned by Weiss and second by Post to approve Kateland Stehr for \$400 per month to clean City Hall and Fire Station. Motion carried unanimously.

c. Floor Polishing Quote

Minutes: Al Olson was the only quote turned in. It was motioned by Gast and second by Post to hire Al Olson to polish City Hall floors for \$450.

d. Set Public Hearing for Ordinance 515 Amending the Trash and Recycling Rates

It was motioned by Wallen and second by Swenson to set the public hearing for Ordinance 515 for Sept 5<sup>th</sup>, 2023. Motion carried unanimously.

**6) MAYOR’S REPORT**

a. WTP Update

Minutes: Mayor Arndorfer gave a quick update on work done on the Water Treatment Project. Work consisted of setting rebar and pouring CIP skip pad, backwash process pipes and valves, door hardware, Dulas Excavating installed water pipe, etc.

b. Planning and Zoning Committee Appointments

Minutes: It was motioned by Weiss and seconded by Wallen to remove Jan Tvedt and appoint Charles Wyatt, Katie Collins, and Ron Abele to the Planning and Zoning board. Motion carried unanimously.

**7) PUBLIC COMMENT**

**Minutes:** Brandi Harris asked the council to reconsider the ban that she and Isaac have at the pool. Harris informed the council she was taking pictures of Isaac going off the high dive. Kids started asking her to take pictures and videos of them too. Due to this Brandi and Isaac were kicked out for the day. The pictures taken were deleted and the following day Brandi and Isaac returned to the pool. Harris claims she did not take any pictures the following day and they were prohibited from being at the pool for the remainder of the season. Mayor Arndorfer instructed Ibarra to meet with the pool manager on duty for those two days and get some more background on the situation. Dave Padderud asked the council how we were hiring an officer and posting for the Chief of Police when we are going back down to a four-person department. Gast informed him we were down to two officers since Sgt Lara Cram resigned about two weeks ago. Hiring a third officer and posting for the Chief allows us for four officers.

**8) ADJOURN**

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

| CLAIMS REPORT                  |                                |              |
|--------------------------------|--------------------------------|--------------|
| VENDOR                         | REFERENCE                      | AMOUNT       |
| A P CLEANING SERVICES          | MUNICIPAL ROOM CLEANING        | \$ 725.00    |
| ABSOLUTE WASTE REMOVAL         | TRASH/ RECYCLING SERVICES      | \$ 29,020.64 |
| ACCO UNLIMITED CORP            | CHLORINE POOL                  | \$ 2,004.40  |
| AGSOURCE                       | SEWER ANALYSIS                 | \$ 1,426.00  |
| AHLERS & COONEY, P.C.          | 2023 CITY WIDE URBAN REVIT     | \$ 1,129.50  |
| ALLIANT ENERGY                 | ELECTRIC                       | \$ 16,773.46 |
| ALLIED ENS LLC                 | DESKTOP MONITORING AND ANTIVIR | \$ 870.73    |
| AMAZON CAPITAL SERVICES        | MISC LIBRARY                   | \$ 117.48    |
| AMERICAN LEGION POST 315       | LANDSCAPING DUE TO DAMAGE      | \$ 1,000.00  |
| ANN HINDERS                    | UMPIRE                         | \$ 60.00     |
| ARAMARK                        | CITY HALL                      | \$ 248.04    |
| BADGER METER                   | MONTHLY SERVICES               | \$ 71.90     |
| BASE                           | REIMBURSEMENT                  | \$ 395.42    |
| BECKY DONAGHY                  | 1ST AND 2ND SB SUMMER REC      | \$ 240.00    |
| BIDCO                          | DAYCARE FACILITY/BURGARDT PARK | \$ 10,000.00 |
| BOLTON & MENK                  | 2020 WTF IMPROVEMENTS          | \$ 23,039.00 |
| BRITT CHAMBER OF COMMERCE      | FLOWERS ON MAIN STREET         | \$ 720.00    |
| BRITT DRAFT HORSE ASSOC        | SHOW EXPENSES AND ADVERTISING  | \$ 4,500.00  |
| BRITT FOOD CENTER              | MISC CHARGES                   | \$ 1,316.16  |
| BRITT HOBO DAYS ASSN.          | ENTERTAINMENT                  | \$ 15,000.00 |
| BRITT TOWNSHIP CEMETERY        | CEMETERY ANNUAL DUES           | \$ 7,700.00  |
| CARD SERVICES                  | MISC CITY CARD CHARGES         | \$ 5,514.69  |
| CHOSEN VALLEY TESTING          | WATER TREATMENT PLANT TESTING  | \$ 4,515.00  |
| COLLECTION SERVICE CENTER      | GARNISHMENT                    | \$ 327.86    |
| COLOFF DIGITAL                 | WEBSITE SUPPORT                | \$ 169.00    |
| COMM 1                         | ALL DEPT INTERNET/PHONE/FAX    | \$ 722.50    |
| CUSTOM PATCHES                 | PATCHES                        | \$ 313.99    |
| DAKOTA SUPPLY GROUP            | MISC                           | \$ 2,468.80  |
| DALTON SUBJECT                 | UMPIRE                         | \$ 60.00     |
| DELTA DENTAL OF IOWA           | DNTL/VISN-PRETX                | \$ 752.22    |
| DNR                            | FY 23-24 ANNUAL WATER FEE      | \$ 230.40    |
| EARLES DEMOLITION              | WATER MAIN BREAK- 9TH AVE NW   | \$ 4,110.00  |
| EFTPS                          | FED/FICA TAX                   | \$ 14,762.28 |
| ELI MARCHAND                   | 1-5TH BB SUMMER REC            | \$ 360.00    |
| ELIZABETH IBARRA               | MILEAGE FOR MPI AND MP X2 AMES | \$ 249.16    |
| ENGINEERED EQUIPMENT SOLUTIONS | SEWER CLARIFIER                | \$ 237.14    |
| ENVIRONMENTAL RESOURCE         | SEWER LABS                     | \$ 241.86    |
| FIRST STATE BANK               | GOLF COURSE LOAN               | \$ 45,216.23 |
| HANCOCK CO CLERK OF COURT      | COURT COSTS BRITT V. BARTLETT  | \$ 40.00     |
| HANCOCK CO HEALTH SYSTEM       | DRUG SCREENING                 | \$ 165.00    |
| HCEDC                          | ANNUAL DUES                    | \$ 5,500.00  |
| HANNAH ANDERSEN                | 1ST-5TH SB SUMMER REC          | \$ 320.00    |
| HAWKINS INC.                   | WATER CHEMICALS                | \$ 10.00     |

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| HANCOCK CO AG SOCIETY          | ELECTRICITY AND FREE STAGE ENT | \$ 2,500.00   |
| HEARTLAND ASPHALT              | CONCRETE MIX                   | \$ 860.88     |
| HENKEL CONSTRUCTION COMPANY    | PAY APP 13 WTP                 | \$ 630,137.47 |
| IA DEPT OF PUBLIC SAFETY       | ONLINE WARRANTS & ARTICLES     | \$ 600.00     |
| IAN CONNORS                    | 1-7TH BB SUMMER REC            | \$ 150.00     |
| IMFOA CONFERENCE               | IMFOA MEMBERSHIP FOR CLERKS X2 | \$ 100.00     |
| IMWCA                          | INSTALLMENT WORK COMP          | \$ 1,169.00   |
| IOWA DEPT. OF REVENUE          | OUTSTANDING WITHOLDING TAX     | \$ 3,975.11   |
| IOWA LEAGUE OF CITIES          | MAYOR ASSOCIATION DUES         | \$ 33.00      |
| IOWA ONE CALL                  | IOWA ONE CALL                  | \$ 24.30      |
| IOWA PUMP WORKS                | POOL PUMP                      | \$ 2,020.50   |
| IOWA STATE UNIVERSITY          | MPI-MAYLAND                    | \$ 643.00     |
| IOWA WORKFORCE DEV             | UNEMPLOYMENT Q2 2023           | \$ 1,739.53   |
| IPERS                          | IPERS                          | \$ 16,838.06  |
| KATIE JOHNSON                  | 3RD GRADE SB SUMMER REC        | \$ 240.00     |
| KYMBERLY MAYLAND               | 1-2ND BB                       | \$ 225.00     |
| LAMPE CUSTOM WELDING           | REPAIR OF SNOWPLOW MOUNT       | \$ 672.36     |
| LANCE HILLENGA                 | UMPIRE                         | \$ 60.00      |
| LAURA STUDER                   | 3RD-5TH BB SUMMER REC          | \$ 420.00     |
| LYNNLEY DAUGARD                | SUMMER REC SOCCER PROGRAM      | \$ 100.00     |
| MAIN STREET SPECIALTIES, LLC   | UPFITTING LABOR                | \$ 300.00     |
| MID-AMERICAN RESEARCH CHEMICAL | OIL                            | \$ 239.71     |
| MARCY MAYLAND                  | MILEAGE FOR MPI-AMES IOWA      | \$ 124.58     |
| MATHEW LARSON                  | UMPIRE SUMMER REC              | \$ 60.00      |
| MELINDA TREMMEL                | GOLF PROGRAM SUMMER REC        | \$ 200.00     |
| MICHELLE JOHNSON               | SUMMER REC CONCESSION STAND WK | \$ 500.00     |
| MID-AMERICA PUBLISHING         | JUNE 6TH MINUTES               | \$ 373.74     |
| MIDWEST PIPE SUPPLY            | SEWER COVER                    | \$ 1,640.00   |
| MILLER & SONS GOLF CARTS       | VOLT DEEP CYCLE                | \$ 439.63     |
| NEW COOPERATIVE                | FUEL CHARGES                   | \$ 1,927.48   |
| NEXT GENERATION TECH INC       | MONTHLY AGREEMENT              | \$ 420.00     |
| NORTH CENTRAL IOWA NARCOTICS   | ANNUAL DUES                    | \$ 704.40     |
| NORTH IOWA LUMBER & DESIGN INC | MISC SEWER SUPPLIES            | \$ 109.88     |
| NORTHERN LIGHTS                | POOL CONCESSION EXPENSE        | \$ 1,404.01   |
| NUTRI-JECT SYSTEMS INC         | SEWER REPAIR                   | \$ 13,811.99  |
| PAYROLL                        | JULY 2023                      | \$ 52,052.57  |
| PAXTON JOHNSON                 | 3-7TH BB SUMMER REC            | \$ 390.00     |
| PEAK SOFTWARE                  | SPORTSMAN SOFTWARE             | \$ 1,726.60   |
| PRESTO-X-COMPANY               | PEST CONTROL                   | \$ 63.39      |
| PSI                            | PRINTER PAPER                  | \$ 646.12     |
| RACHEL EDEN                    | SOCCER PROGRAM SUMMER REC      | \$ 200.00     |
| RADAR ROAD TEC                 | RADAR CERTIFICATION            | \$ 175.00     |
| REE PEDERSON                   | WSI TRAINING- WEILAND          | \$ 250.00     |
| RIEKENS PLUMBING & HTNG        | SERVICE CALL                   | \$ 85.00      |
| RIVER CITY FENCE               | OLD CHURCH PANNELING           | \$ 2,752.00   |

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| RJ WHITE                      | UMPIRE SUMMER REC              | \$ 120.00     |
| RWBCC, LLC                    | REVOLVING LOAN                 | \$ 25,000.00  |
| RYAN ARNDORFER                | MILEAGE REIMB TO NORTH LIBERTY | \$ 245.89     |
| RYAN JOHNSON                  | 6TH-7TH BB SUMMER REC          | \$ 225.00     |
| TREASURER, STATE OF IOWA      | SALES TAX                      |               |
| SHARE CORPORATION             | NATURAL FLOATING DEGREASER     | \$ 1,374.46   |
| SRF-IA FINANCE AUTHORITY      | SRF-INTEREST                   |               |
| STATE HYGIENIC LABORATORY     | WATER ANALYSIS                 | \$ 67.50      |
| STATE TREASURER               | STATE TAXES                    | \$ 1,896.30   |
| STREICHER'S                   | POLICE AMO                     | \$ 1,539.66   |
| SWENSON'S HARDWARE            | MISC SUPPLIES BETWEEN ALL DEPT | \$ 1,070.67   |
| T & K ROOFING AND SHEET METAL | FIRE DEPARTMENT ROOF           | \$ 2,401.50   |
| TRULSON AUTO                  | HOSE FITTINGS                  | \$ 40.97      |
| U S POSTMASTER                | JUNE 2023 UB POSTAGE           | \$ 406.28     |
| UNITED HEALTH CARE            | HEALTH INSURANCE               | \$ 10,427.16  |
| VERIZON                       | SERVICES                       | \$ 403.89     |
| ZEPHYR JAMTGAARD              | UMPIRE                         | \$ 60.00      |
|                               | Total Accounts Payable         | \$ 991,027.45 |

|                          |             |               |
|--------------------------|-------------|---------------|
| GENERAL                  |             | \$ 133,002.34 |
| LIBRARY FUND             |             | \$ 8,864.91   |
| FIRE DEPARTMENT          |             | \$ 328.59     |
| GOLF                     |             | \$ 45,216.23  |
| ROAD USE                 |             | \$ 11,332.19  |
| EMPLOYEE BENEFITS        |             | \$ 6,018.74   |
| LOCAL OPTION TAX         |             | \$ 2,752.00   |
| LOST-ECO DEV/MISC REV    |             | \$ 39,220.00  |
| CAPITAL PROJ-WTP PROJECT |             | \$ 651,809.47 |
| WATER PLANT PROJECT      |             |               |
| WATER                    |             | \$ 22,877.50  |
| SEWER                    |             | \$ 38,723.48  |
| STORM WATER              |             | \$ 5,882.00   |
| REVOLVING LOAN           |             | \$ 25,000.00  |
|                          | TOTAL FUNDS | \$ 991,027.45 |