

CITY OF BRITT – BRITT IOWA – SEPTEMBER 15TH, 2020

The City Council of the City of Britt, Iowa met in pursuant to law and the rules of said Council in regular session at 7:00 o'clock P.M. the 15th day of September 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 Gast 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 09/01/2020 Regular Council Meeting
- b. Claim list in the amount of \$73,999.15
- c. Approve renewal for a Class B Native Wine Permit (WBN) with Sunday Sales for CCB Customs (LaShea Monson)

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.

Present to be heard was Holly Lang to discuss the plans for the West Hancock Homecoming Parade. Lang stated they were looking to do different route this year for the homecoming parade. She stated they would like to start on 2nd Street NW, by the bank, and proceed down Main Ave to 2nd Street SW. They plan to have the coronation ceremony in the Gazebo Park. They of course would like a police escort. They plan on starting at 6:30. They would also like to invite the businesses to join in. Because of the restrictions tied to the coronavirus, the parade might have to be a walking parade. This is the tentative plans as of right now and is subject to change. The council did not see a problem with the plan as presented.

The City Administrator presented her report. A conversation was had regarding the amount (percentage) we are going to refund business owners when they replace their sidewalk. Because, in this example, a business is laying down new driveways and sidewalks so the inches being poured is more than the standard four-inch sidewalk used in the residential areas. Vance Hagen, Public Works Director, has suggested we pay 50% of the concrete no matter the thickness for businesses. In this case, the business is correcting the cracked driveway as well as the sidewalk and is pouring them to be 10 inches deep. This will help the driveway/sidewalks from cracking again since they do have a lot of truck traffic that crosses them. If we only provide reimbursements up to 2 inches (50% residential reimbursement) and the sidewalks crack again, are we going to issue them another reimbursement? The council agreed it would make more sense to change the

reimbursement percentage for businesses, as they tend to have higher levels of traffic on their sidewalks. It was moved Gast and seconded by Wallen to approve the change to 50% of concrete, no matter how thick, for the business owners who replace their sidewalk. Motion carried by unanimous vote. Sawyer will update the sidewalk letter to reflect the change.

Next, Sawyer presented the FY2019/2020 Britt Annual Urban Renewal Report as of 06/30/2020. It was moved by Swenson and seconded by Gast to approve the FY2019/2020 Britt Annual Urban Renewal Report as of 06/30/2020. Motion carried by unanimous vote.

Sawyer presented the pay estimate #2 for the 2020 Diagonal Street Watermain Improvement Project in the amount of \$111,840.56 to be paid to McKinness Grading & Excavating, Inc. It was moved by Gast and seconded by Swenson to approve pay estimate #2 for the 2020 Diagonal Street Watermain Improvement Project in the amount of \$111,840.56 to be paid to McKinness Grading & Excavating, Inc. Motion carried by unanimous vote.

Finally, Sawyer presented the information which was provided by our liability and workers' compensation insurance carriers. In addition, a legal opinion was included from the Earl Hill, City Attorney. Both the liability and workers' compensation carriers have reservations with the city employing ambulance employees. It was determined that more information was still necessary before any decisions could be made. Sawyer was instructed to check with another municipality, as they have done something similar and report her findings back to city council. She was also instructed to invite both our insurance agent and attorney to the next council meeting on October 6th.

Mayor Arndorfer presented his report. Last week, three individuals were interviewed for the open Public Works position. It is the recommendation to offer the position to candidate A with the salary of \$16/hour. Once he received his Grade-I Wastewater certification his salary will be increased to \$17/hour. This is the same offer that was provided to another public works employee. Candidate A currently has a CDL and has working knowledge of heavy equipment so he will be able to operate one of our plows during snow season without much training. It was moved Gast and seconded by Verbrugge to offer the position to candidate A, paying him \$16/hour with the caveat he will move to \$17/hour once his Grade I- Wastewater certification is obtained. Motion carried by unanimous vote.

Arndorfer discussed our plans for Halloween 2020. Halloween falls on a Saturday this year. It was moved by Swenson and seconded by Gast to move forward with trick or treating from 6pm to 8 pm on October 31st, 2020. Motion carried by unanimous vote. Sawyer was instructed to post information on Facebook.

Finally, Arndorfer discussed the proposed water/sewer rate changes. As discussed during the last council meeting, we know our water rates will need to be adjusted to pay the debt payment for the new water treatment plant. It is the recommendation from the city engineer to do the increase in steps beginning October 1st, 2020, then April 1st, 2021, October 1st, 2021, and the final increase on July 1st, 2022. We will also be splitting out the sewer rates, as right now they are tied to the water usage. This way only the water rates will increase, not the water and sewer rates. When we begin to work on the new wastewater treatment plant (sewer), we will be looking at adjusting those rates as well but that is not for a few more years. The current sewer rates will set at the same rate we pay now. Before any final decisions are made, we will have Maggie Burger, our financial advisor from Speer Financial review Bolton & Menk's suggested increases to determine if they are set where we need them to be in order to payment for the debt payments we will have. We will also have a town hall meeting, so the public has the chance to ask questions. In addition, we will instruct Earl Hill to update our utilities ordinance. It was moved by Verbrugge and seconded by Luecht to move forward and have Maggie Burger of Speer Financial review the numbers presented to us by Bolton & Menk and to instruct Earl Hill to update our ordinance as needed once the numbers have been set by our financial advisor. Motion carried by unanimous vote.

During public comment, Gast stated he has been asked by a resident if there was any way we can have a bike lane painted on 2nd Street NW. It was determined we would look into this and get back to him.

Arndorfer said he knows we have been asked about vehicles, horse trailer and campers being parked in the front yard and we have stated there is nothing in the ordinance that says they cannot. However, when he was looking at the Zoning Ordinances it did say those types of items cannot be parked in the front yard. Arndorfer will be turning this over to Earl Hill to determine how this should be handled.

Finally, council requested we invite K & C Tree Service to the next council meeting to discuss treatment for the Emerald Ash Borer disease.

With no further business it was moved by Gast and seconded by Verbrugge 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
MAXYIELD COOPERATIVE	GAS	\$930.81
HUNTS ELECTRIC	FIRE STATION LIGHT REPAIR	\$100.90
U S POSTMASTER	WATER BILL POSTAGE	\$356.32
NATIONWIDE RETIREMENT	DEFERRED COMP	\$20.00
BRITT FOOD CENTER	POOL/SHOP	\$158.68
NORTH IOWA MEDIA GROUP	PUBLISHING	\$501.76
KIOW	ADVERTISING	\$111.59
ELECTRONIC ENGINEERING	HELICAL ANTENNA	\$18.50
MCKINNES EXCAVATING	CENTENNIAL PARK BULK STATION	\$6,187.00
DOLLAR GENERAL-CHARGED SA	CITY HALL SUPPLIES	\$37.15
CARD SERVICES	TREES	\$2,617.64
MIDWEST PIPE SUPPLY	SUPPLIES	\$738.00
ALLIANT ENERGY	LIGHT BILL	\$10,163.62
NORTHERN LIGHTS	CONCESSIONS	\$785.99
AGSOURCE LABORATORIES	TESTING SERVICES	\$3,494.00
SHIELD TECHNOLOGY CORP.	SOFTWARE LICENSE RENEWAL	\$1,500.00
ARAMARK	SHOP TOWELS	\$401.39
BASE	CAFETERIA PLAN	\$30.00
VERIZON	CELLPHONE-POLICE	\$323.47
EFTPS	FED/FICA TAX	\$5,358.50
BOLTON & MENK	WTF IMPROVEMENTS	\$7,264.00
STATE HYGIENIC LABORATORY	TESTING WATER	\$151.00
RYAN ARNDORFER	SHELTER RENOVATIONS	\$750.00
GREAT AMERICA FINANCIAL	HP COLOR LASER JET COPIER	\$211.62
MIKE SAMPSON CONSTRUCTION	GARAGE DOOR REPAIR WORK	\$341.00

COLOF DIGITAL	WEBSITE SUPPORT	\$169.00
COLLECTION SERVICE CENTER	GARNISHMENT	\$163.93
ABSOLUTE WASTE REMOVAL	TRASH SERVICE	\$13,408.40
JIM THOMPSON	CONCRETE	\$1,625.00
KAR PARTS	TOW	\$125.00
PAYROLL CHECKS	PAYROLL CHECKS ON 09/03/2020	\$1,671.76
PAYROLL CHECKS	PAYROLL CHECKS ON 09/09/2020	\$14,283.12
	CLAIMS TOTAL	\$73,999.15

GENERAL FUND	\$36,968.69
LIBRARY FUND FUND	\$2,782.83
FIRE DEPARTMENT FUND	\$37.31
ROAD USE FUND	\$7,805.49
LOST-ECO DEV/MISC REV FUND	\$169.00
CAPITAL PROJECTS - POLICE FUND	\$5,011.50
WATER FUND	\$11,476.64
SEWER FUND	\$9,085.19
STORM WATER FUND	\$662.50