

CITY OF BRITT – BRITT IOWA – JANUARY 5TH, 2021

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 5th day of January 2021 via Zoom. 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 Verbrugge 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 12/15/2020 Council Meeting
- b. Approve Minutes of the 12/23/2020 Special Council Meeting
- c. Claim list in the amount of \$122,033.43

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.

Department head reports were given. Linda Friedow, Library Director presented her report. The entryway at the library has been repainted after the new flooring was installed. A new shelf and rug has also been installed and it looks great. The library co-sponsored the "Parade of Trees" with Westview Care Center. Thank you to Curran McLaughlin for the great article. The library has been awarded a \$3,000 grant to promote conversations with the community. They will be sponsoring "One Book – One Britt" events in the coming months. This was a national competitive grant with only 200 libraries have been chosen with another 200 in March. A big thanks to the Mayor for his letter of support! They will be beginning their new reading promotion for the youngest in the community. "1000 Books Before Kindergarten" and have been distributed to the preschool and day cares. Vance Hagen, Public Works Director, presented his report. He reported the 2020 tree program has been completed and all trees on list have been trimmed or removed. Iowa Pump Works has completed their maintenance stop and is in the process of rehabbing Golfview's Lift Station. It had to be manually restarted on December 10th multiple times. Reding Electric came in and got it running automatically again. They sent out the first 2 samples of RO water to the lab for analysis. Reding had to replace and reset switch for the High School's lift station WWTP. They will need to bypass the lift station at Golfview with a vac. He received two proposals for the use of a vac truck for Golfview Lift Station Rehab. One was from

Municipal Pipe at \$275/hr. and Visu-Sewer at \$240/hr. We have done business with both. Hagen will contact Visu-Sewer to set the project up. They repaired water shutoff boxes that were hit the public. Performed snow removal duties twice in December. Had the hydraulic hose replaced on the plow truck. Performed normal monthly duties. Mark Anderson, Police Chief, reported they have 125 calls for service since the last council meeting. Trulson started the police academy on Monday, January 4th. The Britt Police Department ended the year with 1,690 calls for service. Jon Swenson, Fire Chief, reported they had 5 calls for service in the month of December 2020. He met with Alliant Energy building personnel and Auto Alarm system to discuss their system. The building will be ready in 2021. The fire department personnel performed training and discussed downed high voltage wires and poles from accidents or storms. Lastly, Mike Boomgarden, Zoning Administrator, reported he issued 1 permit in December for chain link fence. Spoke with 7 individuals regarding zoning questions.

The City Administrator presented her report. Sawyer presented Resolution 01-2021 Providing Wages for Fiscal Year 2021. Iowa State law states all wages for public employees must be published each year. It was moved by Luecht and seconded by Swenson to approve Resolution 01-2021 Providing Wages for Fiscal Year 2021. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge & Luecht

Nays: None

The motion carried and resolution was adopted.

Sawyer presented Resolution 02-2021 Naming Official Signatures. We currently have Mayor Arndorfer, Mayor pro tem Curt Gast and City Administrator Debra Sawyer listed as signers. It was moved by Verbrugge and seconded by Luecht to approve Resolution 02-2021 Naming Official Signatures, leaving Arndorfer, Gast and Sawyer as signers for the City. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge & Luecht

Nays: None

The motion carried and resolution was adopted.

Sawyer presented Resolution 03-2021 Naming Official Publication. We have received interest from both the Leader and the Summit Tribune. It was moved by Luecht and seconded by Verbrugge to approve Resolution 03-2021 Naming Official Publication. The decision was to remain with the Summit Tribune as the official publication for 2021. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge & Luecht

Nays: None

The motion carried and resolution was adopted.

Sawyer presented Resolution 04-2021 Naming Official Depositories. It was moved by Verbrugge and seconded by Gast to approve Resolution 04-2021 Naming Official Depositories. The official depositories will be First State Bank and Farmers Trust and Savings as the official depositories not to exceed \$2,500,000 at each location. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge & Luecht

Nays: None

The motion carried and resolution was adopted.

Sawyer stated the Planning and Zoning Commission had a meeting on December 23rd, 2020 to discuss the rezoning of property located where the current bus barn and old mobile home park was. They have made their recommendation to rezone the property from the existing property as stated above to the Flower Cart business property. In addition, the city will move to rezone the property where the Burgardt Commercial Park east to Alliant Energy's property. Both have been recommended to be zoned as commercial. A public hearing now needs to be set to discuss the change. It was moved by Swenson and seconded by Luecht to set the public hearing to discuss the changes for Tuesday, January 19th, 2021 at 7 p.m. via a Zoom virtual meeting. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge & Luecht

Nays: None

The motion carried. At the request from Councilperson Gast, Sawyer will provide them with a copy of a map with the area marked so they can see exactly what properties they will be speaking about. The new owner of the property by the bus barn will be asked to attend the public hearing so they can answer any questions the council has. Wallen voiced concern as to how many trees were going to be taken down. Members of the council suggested we obtain some sort of commitment to replace some of the trees with new ones.

Next, Sawyer discussed the beginning of the budget season. It is time to set to public hearing date for the Max Levy Hearing. This is the first of two hearings that are required by the State of Iowa. The max levy hearing is designed to set a maximum amount that can be used for certain classifications. It was moved by Gast and seconded by Verbrugge to set the date for the Max Levy Hearing for Tuesday, February 2nd, 2021 at 7 p.m. via a Zoom virtual meeting. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge & Luecht

Nays: None

The motion carried.

Sawyer then informed the city council members Justin Leerar, Public Works department, has obtained his Grade I Water certification and is now eligible for a \$1 raise per hour. This is what was agreed to in August 2020. His new wage will be \$17.50. It was moved by Verbrugge and seconded by Gast to approve the new wage of \$17.50 for Justin Leerar as he has satisfied the requirements set forth by the City Council by obtaining his Grade I Water certification. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge & Luecht

Nays: None

The motion carried.

Finally, Sawyer informed the City Council members that we have an \$80,000 CD that has matured and needs to be reinvested. The CD is currently at Farmers Trust & Savings. She supplied the percentage rates provided by both First State Bank and Farmers Trust & Savings. Both banks have similar rates. It was moved by Wallen and seconded by Verbrugge to reinvest the \$80,000 at Famers Trust & Savings for the period of 13 months with an interest rate of .50. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge & Luecht

Nays: None

The motion carried.

Mayor Arndorfer presented his report. Ordinance No. 505 Amending the Code of Ordinances by Deleting Section 6-5-8 & Substituting a New Section 6-5-8 Pertaining to Water Rates was introduced for a third and final reading. It was moved by Gast and seconded by Luecht to approve the Ordinance No. 505 Amending the Code of Ordinances by Deleting Section 6-5-8 & Substituting a New Section 6-5-8 Pertaining to Water Rates. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge & Luecht

Nays: None

The motion carried and the Ordinance was adopted and will be published in the Summit Tribune.

Arndorfer introduced Ordinance No. 506 Amending the Code of Ordinances by Deleting Section 6-5-8 & Substituting a New Section 6-5-8 Pertaining to Sewer Rates for a second reading. It was moved by Verbrugge and seconded by Luecht to approve the second reading 506 Amending the Code of Ordinances by Deleting Section 6-5-8 & Substituting a New Section 6-5-8 Pertaining to Sewer Rates. 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 Verbrugge and seconded by Luecht to forego the third reading of Ordinance 506 Amending the Code of Ordinances by Deleting Section 6-5-8 & Substituting a New Section 6-5-8 Pertaining to Sewer Rates and move to its final adoption. A roll call vote was had which was as follows:

Ayes: Swenson, Wallen, Verbrugge & Luecht

Nays: Gast

The motion carried and the Ordinance was adopted and will be published in the Summit Tribune.

Next Arndorfer informed the council the Personnel & Finance Committee met to discuss the sale of the city's K-9 Kovu, as his handler has accepted a position with Forest City Police Department, the sale of the K-9 equipment and the 2017 Ford Explorer Police Interceptor. A fair market price was set at \$28,000. This includes the market value of \$16,000 for the 2017 Ford Explorer, \$6,000 for the K-9 and \$6,000 for the K-9 equipment. The City of Forest City Council met and has agreed to pay the \$28,000 to purchase the K-9, the K-9 vehicle and the K-9's equipment. It was moved by Gast and seconded by Wallen to approve the sale the city's K-9 (Kovu) the K-9 police vehicle (2017 Ford Explorer Interceptor) and the K-9's equipment to the City of Forest City for \$28,000. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge & Luecht

Nays: None

The motion carried. Sawyer will contact Forest City to inform them their offer was accepted.

Council discussed the reopening of the city's buildings. Mayor Arndorfer felt they should not reopen the municipal room yet. Council agreed. He asked Linda Friedow how she felt about reopening the Library. Friedow stated she was fine with reopening the library by appointment only and adhering to contact tracing practices. She does see there is a need for the computers, but they will be cautious as to how many they will allow to be used at one time. Book orders can still be pulled ahead of time and ready for pick up. Anyone who enters the any city building will be required to wear a mask. Masks will be made available if you do not have

one. Due to the continued rise in positive cases of Covid-19 in Hancock County, Britt City Hall will remain closed. Reopening will be reassessed next month.

Arndorfer stated North Iowa Area Council of Governments (NIACOG) has reintroduced their Revolving Loan Fund Programs to the North Iowa region. In addition to their original Business Assistance RLF, they now have funding through the 2020 CARES (Coronavirus Aid, Relief, and Economic Security) Act. The programs are available to new and existing businesses in the NIACOG service area. Contact NIACOG or Britt City Hall for more information.

Finally, Arndorfer introduced his recommendation for the Britt Planning & Zoning Commission. This is a 7-member board who currently has 5-members. He recommends Abby Goodenow and John Bowman. It was moved by Gast and seconded by Luecht to approve the recommendation of Abby Goodenow and John Bowman as the new members of the Britt Planning & Zoning Commission. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge & Luecht

Nays: None

The motion carried and the Ordinance was adopted.

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

Debra R. Sawyer, City Administrator/Clerk

Ryan L. Arndorfer, Mayor

VENDOR	DESCRIPTION	AMOUNT
A P CLEANING SERVICES	MUNICIPAL ROOM/FIRESTATION	\$525.00
ABSOLUTE WASTE REMOVAL	TRASH/RECYCLING	\$13,424.60
AFLAC	AFLAC-PRE-TAX	\$42.76
ALLIED ENS LLC	MOINTORING/LICENSE/ANTIVIRUS	\$543.40
AMAZON	LIBRARY-DVD & SUPPLIES	\$277.46
ARAMARK	CLEANING SUPPLIES	\$411.46
BADGER METER	SERVICE FOR DECMEBER	\$56.76
BARKEMA TREE SERVICE, LLC	TREE TRIMMING AND REMOVAL	\$12,500.00
BASE	MEDICAL REIMB	\$20.84
BOLTON & MENK	PRELIMINARY PHASE/FINAL PHASE	\$21,577.00
BROWN SUPPLY INC	MISCELLANEOUS SUPPLIES	\$2,035.10
C J COOPER	PRE-EMPLOYMENT TEST	\$35.00
CENGAGE LEARNING	LIBRARY- CENGAGE	\$160.12
CITY OF BRITT	Donation to K-9 (goes to K-9 fund)	\$10,000.00
COMM 1	PHONE/INERNET BILL	\$583.20
DELTA DENTAL OF IOWA	DNTL/VISN PRETX	\$578.78
DEMCO	LIBRARY- SUPPLIES	\$190.62
DES MOINES REGISTER	LIBRARY- 1 YEAR SUBSCRIPTION	\$336.03
EFTPS	FED/FICA TAX	\$5,072.26
GIFTS SEW SWEET	DRY FIT T-SHIRTS (SUMMER REC)	\$377.35
HACH	MISC. SUPPLIES	\$292.39

HANCOCK COUNTY SHERIFF	GARNISHMENT	\$281.98
IA DEPT OF PUBLIC SAFETY	ONLINE WARRANTS & ARTICLES	\$300.00
IMWCA	WORK COMP	\$1,088.00
IN STEP FLOORING	LIBRARY-ENTRY & RESTROOM	\$1,439.85
INGRAM	LIBRARY-BOOKS	\$405.40
IOWA PUMP WORKS	SERVICE AGREEMENT	\$1,328.00
IPERS	POLICE IPERS	\$7,239.84
MARC	CHEMICALS	\$1,042.34
MICRO MARKETING	LIBRARY-AUDIO	\$45.00
NATIONWIDE RETIREMENT	DEFERRED COMP	\$20.00
NORTH IOWA LUMBER	PILOT PRGORAM	\$35.30
NORTH IOWA MEDIA GROUP	PUBLISHING FEES	\$249.58
PAYROLL CHECKS	PAYROLL CHECKS ON 12/16/2020	\$16,989.77
PAYROLL CHECKS	PAYROLL CHECKS ON 12/24/2020	\$1,038.34
PAYROLL CHECKS	PAYROLL CHECKS ON 12/30/2020	\$13,686.96
PAYROLL CHECKS	PAYROLL CHECKS ON 12/31/2020	\$1,164.44
PRESTO-X-COMPANY	PEST CONTROL	\$49.00
SPORTS ILLUSTRATED	LIBRARY- 1 YEAR SUBSCRIPTION	\$83.29
STATE TREASURER	STATE TAXES	\$1,766.00
SWENSON'S HARDWARE	DECEMBER CHARGES	\$475.48
TRULSON AUTO	AGREEMENT OFFICE 365	\$105.95
UHC	HEALTH-PRE-TAX	\$4,158.78
	CLAIMS TOTAL	\$122,033.43

GENERAL FUND	\$66,705.12
LIBRARY FUND	\$7,882.98
FIRE DEPARTMENT FUND	\$77.40
ROAD USE FUND	\$12,299.66
LOST-ECO DEV/MISC REV FUND	\$18.32
CAPITAL PROJ-WTP PROJECT FUND	\$22,059.39
WATER FUND	\$10,421.95
SEWER FUND	\$2,568.61