

CITY OF BRITT – BRITT IOWA – FEBRUARY 16TH, 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 16th day of February 2021 in the Britt Municipal Hall. The meeting was called to order by Mayor pro tem Curt Gast, and the following Council members were:

PRESENT: Curt Gast, Karrie Wallen, Paul Verbrugge and Chad Luecht (late)

ABSENT: Stacy Swenson

The Mayor pro tem presented the agenda for approval. It was moved by Wallen and seconded by Verbrugge to approve the agenda as presented. A roll call vote was had which was as follows:

Ayes: Gast, Wallen, & Verbrugge

Nays: None

The motion carried.

It was moved by Verbrugge and seconded by Gast 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 02/02/2020 Regular Council Meeting
- b. Claim list in the amount of \$97,768.85.
- c. Approve license for a Class C Liquor License (LC) with Outdoor Service and Sunday Sales for Britt Golf Course
- d. Approve update to ownership for a Class B Wine Permit (Carryout Wine – Including Native Wine) with Sunday Sales for Dollar General Store #4565

A roll call vote was had which was as follows:

Ayes: Gast, Wallen, & Verbrugge

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

Wes Brown of Bolton & Menk was available via phone to discuss the bids received for the 2021 150,000 Gallon Elevated Storage Tank project (water tower). We received two electronic bids. The lower bid came from Maguire Iron, Inc in the amount of \$1,023,700. The second bid was from Caldwell Tank, Inc. in the amount of \$1,088,000. The engineer's estimate came in at \$1,265,500 so the project came in under the expected amount. We are not awarding the contract at this time as we are still waiting on the DNR's environmental clearance on the project. We plan on awarding the contract at the March 16th, 2021 council meeting.

City Administrator Sawyer presented her report. The Hobo Days Committee chair has asked if they could use the municipal room to make hoagies for their hoagie fundraiser. It is scheduled for April 2nd, 2021 and it is the plan to spread out in the municipal room to prepare the sandwiches. It was moved by Verbrugge and seconded by Gast to approve the request from the Hobo Days Committee to use the Municipal Room to prepare the hoagies for their annual hoagie fundraiser. Motion carried by unanimous vote.

Since we have received notification from one of our employees that he plans on retiring from the city this month we ask the council to approve advertising the open position in public works. The public works director would like to hire

someone with water or wastewater certification. It was moved by Verbrugge and seconded by Luecht to approve the advertisement for a public works employee. Motion carried by unanimous vote.

Sawyer asked to set a date for the budget workshop on Monday, February 22nd, 2021 so we can have the public hearing for the budget on Tuesday, March 16th, 2021. It was moved by Luecht and seconded by Wallen to set the budget workshop for Monday, February 22nd, 2021 and the public hearing for the budget on Tuesday, March 16th, 2021. Motion carried by unanimous vote.

Sawyer provided an update to the sale of Lot 6. The buyer accepted the counteroffer and is moving quickly through the feasibility and entitlement period in which the buyer will work on any and all testing that needs to be done to satisfy their requirements. The city just completed and returned the environmental questionnaire they sent us last week. As for the deal by the bus barns, the Board of Adjustments will meet on Monday, March 1st via Zoom, to discuss the conditional use permit. The delay is due to the requirement that a public hearing has to take place; to include publishing the public hearing notice in the newspaper before the commission can meet to discuss the conditional use permit. The public hearing notice will appear in the February 23rd's issue of the Globe Gazette.

Mayor pro tem Gast presented his report. Gast discussed the suggestion from the city attorney to assign an individual to review all applications before they are submitted to the Board of Adjustments to make sure all the required information is in place. Earl Hill, City Attorney, suggested we have the Zoning Administrator, Mike Boomgarden, do it since he is familiar with our zoning regulations. It was moved by Verbrugge and seconded by Luecht to assign the duty of reviewing all applications for the Board of Adjustments to assure all information is completed and all rules are followed to Mike Boomgarden, Zoning Administrator. Motion carried by unanimous vote.

Gast presented the two applications for the free lot program. The first is from Bruce Collins for lots 23 and 24 in the Sunset Ridge subdivision. He has provided us with a set of plans for the home. Timeframe for construction is Q4 of 2021. He is aware that the home must be at least 2,000 square feet and placed in the middle of the two lots. It was moved by Verbrugge and seconded by Wallen to approve the application from Bruce Collins for lots 23 and 24 in the Sunset Ridge subdivision. Motion carried by unanimous vote.

The second application is from James and Sharon Thompson. They have requested lots 21 and 22 in the Sunset Ridge subdivision. His application comes with a floor plan drawing showing the home to have 2,293 square feet of living space. Their offer has been submitted by Kelly Real Estate. There is a \$500 fee from Kelly Real Estate for this offer. It was moved by Luecht and seconded by Wallen to approve the application from James and Sharon Thompson for lots 21 and 22 in the Sunset Ridge subdivision. In addition, the city will pay Kelly Real Estate \$500 for the transaction. Motion carried by unanimous vote.

With no further business it was moved by Wallen 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
ABSOLUTE WASTE REMOVAL	TRASH/RECYCLING	\$13,424.60
AGSOURCE LABORATORIES	TESTING FEES	\$2,347.00
ALLIANT ENERGY	ELECTRIC BILL	\$9,455.70
ALLIED ENS LLC	MONITORING/ LICENSING	\$485.90
BADGER METER	SERVICING UNIT	\$56.76
BASE	CAFETERIA MONTHLY	\$30.00

BRITT FOOD CENTER	MISCELLANOUS SHOP ITEMS	\$32.81
C J COOPER	ANNUAL ADMINISTRATIVE FEE	\$85.00
CARD SERVICES	POSTAGE/UNIFORMS/MISC	\$1,854.09
COLOF DIGITAL	DEC/JAN WEBSITE SUPPORT	\$338.00
COMM 1	PHONE BILL	\$582.35
DOLLAR GENERAL-CHARGED SA	PUBLIC WORKS MISC.	\$23.90
EFTPS	FED/FICA TAX	\$4,918.83
GREAT AMERICA FINANCIAL	COPIER LEASE	\$326.96
HANCOCK COUNTY EMER MGMT	2021 ALLOCATION	\$30,999.21
IOWA PARK & REC ASSN	CPO SCHOOL REGISTRATION (3)	\$655.00
KIOW	ADVERTISING	\$111.59
MAXYIELD COOPERATIVE	GAS	\$2,447.43
NEXT GENERATION TECH INC	SYSTEM SUPPORT	\$567.30
NORTH CENTRAL INTERNATION	ELECTRICAL	\$5,007.83
NORTH IOWA MEDIA GROUP	PUBLISHING FEES	\$915.53
PATENT & TRADEMARK OFFICE	TRADEMARK RENEWAL	\$1,650.00
PAYROLL CHECKS	PAYROLL CHECKS ON 02/10/2021	\$14,923.06
PRESTO-X-COMPANY	PEST CONTROL	\$49.00
PRITCHARD AUTO	PARTS/SERVICE	\$1,305.37
SANDRY FIRE SUPPLY	FLOW TESTS/ SERVICES	\$1,720.65
STANARD & ASSOCIATES, INC	ENTRY-LEVEL TEST	\$43.00
STATE HYGIENIC LABORATORY	BRITT WATER WORKS	\$1,101.50
SWENSON'S HARDWARE	MISC SUPPLIES	\$621.09
TRULSON AUTO	SNOW REMOVAL REPAIRS	\$983.40
U S POSTMASTER	UTILITY BILL POSTAGE	\$380.92
VERIZON	CELL PHONE BILL	\$325.07
	CLAIMS TOTAL	\$97,768.85

GENERAL FUND	\$59,433.95
LIBRARY FUND	\$2,726.47
FIRE DEPARTMENT FUND	\$1,819.65
ROAD USE FUND	\$16,075.57
EMPLOYEE BENEFITS FUND	\$15.00
LOST-ECO DEV/MISC REV FUND	\$338.00
CAPITAL PROJ-WTP PROJECT FUND	\$562.98
WATER FUND	\$9,793.56
SEWER FUND	\$6,978.77
STORM WATER FUND	\$24.90