

CITY OF BRITT – BRITT IOWA – AUGUST 3<sup>RD</sup>, 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 3<sup>rd</sup> day of August 2021. The meeting was called to order by Mayor Arndorfer, and the following Council members were:

PRESENT: Stacy Swenson, Curt Gast, Karrie Wallen, Paul Verbrugge & Chad Luecht.

ABSENT: None

The Mayor presented the agenda for approval. It was moved by Luecht and seconded by Swenson 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 Gast by Luecht and seconded by Luecht 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 07/06/2021 Regular Council Meeting
- b. Claim list in the amount of \$256,438.47
- c. Approve renewal of Class C Liquor License (LC) for Tres Rios Mexican Restaurant, LLC (dba El Tequila).
- d. Approve renewal of Class E Liquor License (LE) for Casey's General Store #3043
- e. Approve renewal for a Class B Beer Permit (BB) with Sunday Sales for Sidetrack Lanes (Ron Bauer)

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's presented her report. The Summer Reading program went well. They had 48 children attended in 6 different age groups (toddlers through 5<sup>th</sup> grade), 23 children reached their goal of reading 10 hours in July. While the plan was to have our usual field trip, to the Blank Park Zoo, the decision was made to NOT go this year. Those children will have a special pizza & ice cream day next Wed, Aug 11 to include a gift bag. The ISU Bug Zoo was here on July 28<sup>th</sup>. They had over 75 children attend. Friedow has applied for an American Rescue Plan Act Library Grant. This is for a new copier/printer/scanner that will allow use from patron's phones & laptops (via an app). This grant application has been approved and will be implemented next month. The adult program scheduled for Thurs, August 12 at 6:30pm Chad Lewis and "Paranormal Train Legends".

Vance Hagen, Public Works Director, presented his report. His department sprayed streets for weeds, installed picnic tables for library, ordered paint for lines on Main, however they did not receive paint. Hagen spoke to 2 contractors about painting Main Ave next year. The welders are here at new water tower. Hagen

contacted Midwest Roofing and we are on schedule for September. The department replaced swivels on lifeguard chair, replaced a cable on pool umbrella and requested a quote for two new umbrellas and canopy for slide, in addition to a third umbrella. Hagen spoke with Wes Brown from Bolton & Menk about storm sewer issues we are having. He received estimates for pool painting. Hagen met with County Engineer about storm sewer and their new property. They had sewer point repairs on 2<sup>nd</sup> St SE and 1 St St NE. Hagen met with the general contractor from Dollar General. He attended a meeting with Scott Smith, loss specialist from IMWCA and reviewed the previous years events. He was glad to say we were in all the clear. He began helping Jerry Christensen with burners for mulligan stew this year for Hobo Days. Finally, Iowa Pump Works was here to install 3 new check valves at sewer plant.

The two quotes for painting the pool were reviewed. The first from ACCO Unlimited of Johnston was in the amount of \$53,967.540. The second quote from Palmer Pools and Spas of Renwick was in the amount of \$19,500. Questions were asked about the large difference in quotes. It was moved by Swenson and seconded by Luecht to accept the quote received from Palmer Pools and Spas. Ayes: Swenson & Luecht. Nays: Gast, Wallen & Verbrugge. Motion failed to pass. Hagen was instructed to get an itemized list of all the services Palmer Pools and Spas will be providing so the council can compare them with the one received from ACCO Unlimited.

Hagen presented the quote we received from Waterloo Tent & Tarp Company, who has been the vendor we have purchased all our pool umbrellas and slide canopies from. The quote included a replacement slide tower canopy, which will match the existing canopy, 2 permabrella tops for the other umbrellas and a full umbrella to place on the deck where the cone has been for a total of \$3,840. It was moved by Luecht and seconded by Swenson to approve the quote from Waterloo Tent & Tarp Company, Inc. in the amount of \$3,840 to replace the slide tower canopy, 2 permabrella tops, and a full umbrella. Motion carried by unanimous vote.

Hagen informed council that it was his intention to reprint all the lines this year but when he ordered the yellow and white paint, he only received yellow paint. He then tried to get white paint locally but was unable to acquire some. He presented another option to city council from Iowa Lot Striping. They could come in next spring next year, after the snow melts, and paint all the city streets, that are currently lined, for \$2,820.50. It was moved by Luecht and seconded by Wallen to approve the quote received from Iowa Lot Striping next spring to paint the city streets, that are currently lined, in the amount of \$2,820.50. Motion carried by unanimous vote.

Mark Anderson, Chief of Police, presented his report. The department had 229 calls for service since the last council meeting. Officer Mehmen graduates on the 20<sup>th</sup> of August from the academy. He is set to have a raise per his contract to receive \$21.50/hr. This will be reviewed in 3 months with a possible increase to \$22.50/hr. Anderson performed a review of employment status for one of the officers. He stated he would like to offer the position of Sergeant to Officer Cram. This would be an hourly position with the wage set at \$26.50/hr. It was moved by Luecht and seconded by Wallen to approve the promotion of Officer Cram to Sergeant at \$26.50/hr. Motion carried by unanimous vote. The presentation of her new badge will be performed at the September 7<sup>th</sup>, 2021, council meeting.

Jon Swenson, Fire Chief, presented his report. The department had 10 calls for service: 3 Racetrack, 2 fire alarm, 1 vehicle Accident, fair buildings, traffic control for Fair 5K, and 3 parades. For training in July they checked over equipment, exercise valves and trucks, and had a Fire Fighter 1 Skills review. The roof is leaking again same area as before. Swenson talked to Vance again requesting the roofing people look at it when they

come to replace city hall roof. The pumpers will have pumps certified in August 2021. SCBA and Rescue tools will be tested in September 2021. Swenson met with the Work Comp Rep where he requested the fit test and physical papers. The sprinkler system was checked along with backwater valves.

Mike Boomgarden, Zoning Administrator, report was presented. He issued 2 building permits in July 2021 and spoke with 2 citizens who had zoning questions.

The City Administrator presented her report. Sawyer introduced the updated General Engineering Agreement with Bolton & Menk. This would provide us with a discount on all general engineering assistance they provide for us that is outside of the current project scopes they are working on. Currently, this includes time spent on the Dollar Tree/Family Dollar project. It was moved by Verbrugge and seconded by Gast to approve the General Engineering Agreement with Bolton & Menk. Motion carried by unanimous vote.

Next Sawyer presented council with an engagement letter from Fort & Schlegel, CPA (formally Renner & Birchem, P.C.) for auditing services for Fiscal Year 2020/2021. It was moved by Luecht and seconded by Wallen to approve the engagement letter from Fort & Schlegel, CPA (formally Renner & Birchem, P.C.) for auditing services for Fiscal Year 2020/2021. Motion carried by unanimous vote.

Sawyer presented Resolution No 16-2021 Street Lighting Removal. This resolution addresses the removal of a light pole that was located in the middle of the new driveway at Ewing's Funeral Home. The pole was initially installed to light up the funeral home but was found to be in the way of their new driveway. Ewing is fine with the removal. It was moved by Luecht and seconded by Swenson to approved Resolution No 16-2021 Street Lighting Removal. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge & Luecht

Nays: None

The motion carried.

Sawyer presented Resolution No. 17-2021 To approve payment of bills by the Clerks' office if due before the meeting on the first Tuesday of the month. It was moved by Luecht and seconded by Gast to approve Resolution No. 17-2021 allowing payment of bills by the Clerks' office if due before the meeting on the first Tuesday of the month. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge & Luecht

Nays: None

The motion carried.

Lastly, Sawyer stated they have been made aware of a program that allows all cities in the State of Iowa to order some technology products. The list was provided to city council which included laptops and a bundle option of a keyboard/laptop or the laptop alone or Logitech webcams. Sawyer suggested we update the council's tablets with laptops and provide two for the clerks' office when working remotely. This will not cost the city anything for the equipment and the League of Cities highly recommended we take advantage of this program. The council felt this was a great opportunity and instructed Sawyer to apply the laptops.

Mayor Arndorfer presented his report. Arndorfer discussed some storm drainage issues we are having in the city. There is an area located by Hancock County Hospital as well as another one on 7<sup>th</sup> Ave SW which floods when it rains. Hagen has been instructed to review these issues with the engineers at Bolton & Menk and come up with a plan that will remedy the problems. Further discussion will be had at the next council meeting.

Lastly, Arndorfer discussed keeping poultry in the city limits. Earl Hill, City Attorney, provided his opinion on the subject, in which he stated the only place in our Zoning Ordinances which allow any type of livestock or poultry, are areas zoned as agriculture. In addition, the resident must obtain a conditional use permit, which is granted by the Board of Adjustment, before these animals can be moved in. There has been reports of some residents who may have chickens in their backyard. The council instructed Chief Anderson to look into these reports and act accordingly.

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

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Debra R. Sawyer, City Administrator/Clerk

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Ryan L. Arndorfer, Mayor

<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
A P CLEANING SERVICES	CITY HALL CLEANING	\$650.00
ABSOLUTE WASTE REMOVAL	TRASH SERVICE JULY/AUG 2021	\$28,191.66
ACCO	LIQUID CHLORINE	\$1,288.95
AGSOURCE LABORATORIES	TESTING	\$2,256.00
ALLIANT ENERGY	ELECTRIC UTILITIES	\$13,936.47
ALLIED ENS LLC	MONITORING FEES	\$678.78
AMANDA DAHL	SUMMER REC REFUND (SOCCER)	\$10.00
AMAZON	PROGRAMS	\$456.81
ARAMARK	MOP/RUGS/CITY HALL/MUN ROOM	\$411.46
BADGER METER	MOBILE HOSTING FEES	\$114.00
BASE	MEDICAL REIMB	\$296.68
BIDCO	ANNUAL SUPPORT PYMT	\$5,000.00
BOLTON & MENK	150K ELEVATED STORAGE TANK	\$12,542.50
BOOK LOOK	BOOKS	\$246.85
BRITT DRAFT HORSE ASSOCIA	ANNUAL GRANT PAYMENT	\$4,000.00
BRITT FOOD CENTER	SUPPLES: SUM REC/POOL	\$1,209.98
BRITT HOBO DAYS ASSN.	ANNUAL GRANT PYMT	\$10,000.00
BRITT TOWNSHIP TRUSTEE	ANNUAL PAYMENT	\$7,700.00
BRITT-WOODEN INS AGENCY	ADD 2021 FORD EXPLORER	\$612.00
BSN SPORTS	SOCCER SUPPLIES	\$1,384.01
CARD SERVICES	MISC SUPPLIES/MULTI DEPTS	\$5,455.24
CENGAGE LEARNING	LARGE PRINT BOOKS	\$241.81
CENTRAL LOCK AND KEY INC	REPAIR OF DOOR IN CITY HALL	\$146.00
CHOSEN VALLEY TESTING	TESTING / WATER TOWER PROJECT	\$1,885.00
COLLECTION SERVICE CENTER	GARNISHMENT	\$313.32
COLOF DIGITAL	WEBSITE SUPPORT	\$169.00
COMM 1	TELEPHONE/FAX/INTERNET	\$1,456.81
DAVID TEGTMEYER	SIDEWALK REPLACEMENT	\$96.34
DEBRA SAWYER	MILEAGE TO CLERK SCHOOL	\$101.70
DELTA DENTAL OF IOWA	DNTL/VISN-PRETX	\$577.59
MULTI RESIDENTS	UB DEPOSIT REFUND	\$100.40

DOROTHY SCHAEFER	SIDEWALK REPAIR	\$256.90
EDUCATIONAL DEVELOPMENT	BOOKS	\$213.65
EFTPS	FED/FICA TAX	\$13,886.04
ELIZABETH IBARRA	MILEAGE TO CLERK SCHOOL	\$101.70
GARNER PUBLIC LIBRARY	BOOK PAGE/ANNUAL SUB	\$106.20
GARNER VETERINARY CLINIC	IMPOUND BOARDING FEE	\$100.00
GLOBE GAZETTE	SUBSCRIPTION	\$49.99
GREAT AMERICA FINANCIAL	COPIER LEASE	\$203.88
H C HISTORICAL SOCIETY	ANNUAL GRANT PYMT	\$1,800.00
HANCOCK CO PUBLIC HEALTH	INSPECTION POOL/SLIDE	\$418.00
HANCOCK COUNTY AG MUSEUM	ANNUAL GRANT PYMT AG MUSEUM	\$1,000.00
HANCOCK COUNTY ECON DEVEL	ANNUAL SUPPOORT PAYMENT	\$5,500.00
HANCOCK COUNTY FAIRBOARD	ANNUAL GRANT PYMT	\$1,500.00
HOBO ART GALLERY, INC	GRANT PAYMENT	\$200.00
HOTSY EQUIP CO	STRAINER/REPAIR/SUPPLIES	\$125.85
IMWCA	INSTALLMENT #2-W/C PREM 21/22	\$1,128.00
INGRAM	BOOKS	\$1,106.61
IOWA DNR	WATER PERMIT	\$238.63
IOWA ONE CALL	IOWA ONE CALL	\$63.00
IPERS	POLICE IPERS	\$7,830.92
JILLIAN VANEPPS	SUMMER REC (VOLLEYBALL & CHEER	\$20.00
JOHN DEERE FINANCIAL	PARTS	\$1,126.28
JOHNSON HTG & AIR COND	SVC CALL/ CITY HALL	\$81.00
KAM LINE HIGHWAY MARKINGS	PAINT/BEADS/APPLICATION	\$520.50
KERRY GUNDERSON	SUMMER REC REFUND (ARTS & CRAFT)	\$30.00
KIOW	ADVERTISING	\$111.59
MARC	DEGREASER/METAL DRUM PUMP	\$3,763.00
MAXYIELD COOPERATIVE	GAS	\$2,093.72
MICRO MARKETING	AUDIO	\$103.64
MIDWEST PIPE SUPPLY	SDR/22.5ELBOW/45DEGELBOW	\$172.00
MIDWEST TAPE	DVD'S	\$122.95
MIKE MUTH WELDING	SQUARE TUBING	\$40.00
MILLER & SONS GOLF CARTS	PARK & REC TUNE UP	\$697.31
NEXT GENERATION TECH INC	M365 APPS FOR GCC MONTHLY	\$60.00
NIACOG NORISC	MEMBERSHIP DUES	\$1,655.20
NORTH IOWA MEDIA GROUP	ADVERTISING	\$599.18
NORTHERN LIGHTS	CONCESSION SUPPLIES/POOL	\$3,012.81
PAYROLL CHECKS	PAYROLL CHECKS ON 07/14/2021	\$24,705.70
PAYROLL CHECKS	PAYROLL CHECKS ON 07/28/2021	\$22,331.23
PAYROLL CHECKS	PAYROLL CHECKS ON 07/29/2021	\$924.22
PEAK SOFTWARE	POOL S/W RENEWAL/CLOUD HOSTING	\$1,542.30
PRITCHARD AUTO	PD FORD EXPLOYER	\$37,970.00
RONALD ZEIGLER	SIDEWALK REPAIR	\$192.68
SANDRY FIRE SUPPLY	CYL ASSY, G1,RC 4500	\$2,118.00
SMITHSONIAN	RENEWAL/SUBSCRIPTION-LIBRARY	\$34.00
STATE HYGIENIC LABORATORY	TESTING FEES	\$27.00

STATE TREASURER	STATE TAXES	\$1,988.00
SWENSON'S HARDWARE	MISC SUPPLIES/MULTI DEPTS	\$2,060.36
TRULSON AUTO	LED SIGNAL STEP LIGHT/FIRE	\$158.57
UHC	HEALTH-PRE-TAX	\$9,984.91
VERIZON	CELL PHONES/POLICE	\$323.79
WATERLOO TENT & TARP CO	CABLES FOR PERMABRELLA	\$54.96
WESLEY LUMBER CO.	MARBLE DUST/GRID MARKER	\$48.84
YOHN COMPANY INC	3CY CONCRETE/STORM SEWER	\$406.00
	<b>CLAIMS TOTAL</b>	<b>\$256,438.47</b>

<b>GENERAL FUND</b>	<b>\$164,954.44</b>
<b>LIBRARY FUND</b>	<b>\$8,345.74</b>
<b>FIRE DEPARTMENT FUND</b>	<b>\$2,663.52</b>
<b>ROAD USE FUND</b>	<b>\$8,989.83</b>
<b>EMPLOYEE BENEFITS FUND</b>	<b>\$1,143.00</b>
<b>LOST-ECO DEV/MISC REV FUND</b>	<b>\$12,669.00</b>
<b>CAP PROJECT - LAND ACQUIS FUND</b>	<b>\$1,062.50</b>
<b>CAPITAL PROJ-WTP PROJECT FUND</b>	<b>\$12,182.96</b>
<b>WATER FUND</b>	<b>\$22,658.20</b>
<b>SEWER FUND</b>	<b>\$21,338.38</b>
<b>STORM WATER FUND</b>	<b>\$430.90</b>