

CITY OF BRITT – BRITT IOWA – SEPTEMBER 7, 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 9th day of September 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 Swenson and seconded by Wallen to approve the agenda as presented and move closed session to the end of meeting. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge, & Luecht

Nays: None

The motion carried.

It was motioned 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. Discuss Amendment No. 1 to current Water Treatment Facility Agreement for Professional Services with Bolton & Menk (Katie Sterk)
- b. Discuss Ron Eisenman BBQ (Elizabeth Ibarra for Doug Weiland)
- c. Discuss 2022 Dates for Car Show (Jared Wingert-Mojo Productions)

Ayes: Swenson, Gast, Wallen, Verbrugge & Luecht

Nays: None

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

Katie Sterk from Bolton & Menk was present to discuss amendment #1 for the current water treatment facility agreement. Sterk wanted to go over amended opinion of cost. Certain areas of cost went up due to increase in materials, but other parts went down. Overall, we are seeing a 1% increase in cost of project, which is not abnormal. It will not affect how we have budgeted, since we have some grants, we can qualify for. It was motioned to approve the 1st amendment by Luecht and 2nd by Wallen. Motion carried by unanimous vote.

Elizabeth Ibarra was present for Doug Weiland to discuss the annual Ron Eisenman BBQ in the City Park. Doug Weiland wanted approval for residents to bring their own beer at City Park for the BBQ. It was motioned to approve pending Chief Mark Anderson approval by Gast, 2nd by Swenson. Motion carried by unanimous vote.

Elizabeth Ibarra was present for Jared Wingert of Mojo Productions to discuss the dates for 2022 car show. Wingert has set the days for July 20th, Aug 17th, and Sept 21st of 2022. It was motioned by Verbrugge 2nd by Luecht to approve July 20th, Aug 17th, and Sept 21st of 2022 for the car show dates. Motion carried by unanimous vote

Department head reports were given. Linda Friedow, Library Director, report was presented. The new copier/printer/scanner is on back order. The grant funds that will cover this purchase will be a reimbursement after delivery. The adult program scheduled for Thursday, August 12, Chad Lewis and “Paranormal Train Legends” was cancelled/postponed. The Program “Lessons of the Holocaust” by Brad Wilkering is scheduled for October 7th. Linda Completed and filed reports for inter-Library Loan reimbursement, Enrich Iowa state funding, and Open Access. FY21 Annual Survey work has just begun, that report is due Oct 31st. She filed the final report of the Libraries Transforming Communities grant. There is another round of funds available, this option is being discussed with the trustees. After the summer responses to our preschool program and toddler program, we are offering late fall programs. Schedules to run 6 weeks. We are still discussing offering programming for early-out days/BLAST. With many elderly patrons of fragile health, I’m not comfortable promoting large groups of children at this time. We will likely offer the “Grab-and Go” bags for the next few months.

Vance Hagen, Public Works Director, report was presented to council. His department repaired an issue at 1 St NE. They opened Hobo Jungle and boxcar for Hobo Days. The boxcar will need repairs on the east door. They painted Fire Dept walk in door and bump posts, marked all trees for the tree program, prepped for Hobo Days planks, benches, water hook ups, and barricades. They ordered pool umbrellas and verified with Iowa lot striping to be on their list for next year. Assisted Jerry Christensen with burner repair (Hobo Days), took dump truck #4 Mason for repairs (wiring brakes batteries). Hagen met with Wes Brown from Bolton-Menk about smoke testing and storm sewer issues. They swept the streets, had a pre-construction meeting with the painters and Jamie of Bolton-Menk. The tower has been welded and the painters are on site sandblasting and priming. They have now winterized the Hobo Jungle. They brought a load of cold patch back when we picked up truck #4, made repairs on the sweeper, performed lift station maintenance, did one call locates, performed shutoffs, and read meters for the month.

Quotes for the 2021 Tree Program were reviewed. We received five bids from Barkema Tree Service for \$12,400, Malek’s Lawn & Tree Service for \$18,755, Jim’s Tree Service for \$26,500, K&C Tree Service for \$45,000 and D&J Tree Service for \$45,000. It is Hagen’s recommendation to accept the bid from Barkema Tree Service in the amount of \$12,400. They performed the service last year and did a great job. It was moved by Gast and seconded by Wallen to approve the bid from Barkema Tree Service in the amount of \$12,400 to perform the 2021 Tree Program. Motion carried by unanimous vote. Hagen Will let Barkema know they won the quote and contact the others.

A quote was received from Bolton & Menk to provide smoke testing of the sanitary sewer system. This would be done to assist in the I&I (Inflow & Infiltration) issues we are having. The city continues to battle the inflow/infiltration within the wastewater collection system. More specifically, we suspect the system contains various inflow sources including cross connections with the City’s storm sewer system and other private drainage infrastructure including, but not limited to, illicitly connected roof downspouts, footing drains and sump pumps. This issue has caused us to be cited by the Iowa Department of Natural Resources. The city has identified smoke testing as one tool to evaluate these potential inflow sources. The plan would be to do the testing in two phases. The 1st phase would include approximately 7.5 miles or 38,500 feet of 8” to 18” sanitary sewer mains and 156 manholes would be tested. The estimated cost for the 1st phase would be \$39,000 to \$47,000. The 2nd phase would include 8.5 miles or 44,300 feet of 8” to 18” sanitary sewer mains and 166 manholes. The 2nd phase would cost approximately \$43,000 to \$51,000. Bolton & Menk stated they have had

better results if this was done during dry portions of the year. This would mean Field Analysis would be done in September/October 2021 and the Report Preparation and Mapping would be done October/November 2021. It was moved by Luecht and seconded by Gast. Motion carried by unanimous vote.

Mark Anderson, Chief of Police, presented his report. Since the last council meeting, we responded to 291 calls for service. Vehicle repairs are being done to both the 2014 and the Truck, the 2021 and they should be done and on the road any day now. Officer Mehmen graduated Friday the 20th of August and is on the road. He is doing great and were happy to have him back. The police department started a fundraiser for some equipment, shirts will be available along with koozies. Abatements have been updated with the City Attorney. Sergeant Lara Cram was sworn in. Congratulations Sergeant Cram.

Jon Swenson, Fire Chief, presented his report. The department had Calls for Service August 2021---2 calls, both two car accidents. For their training they checked over equipment, exercise valves and trucks. They cleaned equipment and station. The leaking roof getting worse, same area as before. Swenson talked to Vance and the roofing people will look at it when they come to replace city hall roof. All trucks and pumps have been serviced. The ladder rack hydraulic pump went out on 728. They got new pump. The pumpers will have Midship pumps certified in Sept. SCBA and Rescue tools will be tested in September. They applied for a DNR matching grant for up to \$7000 total. The match is \$3500.

Mike Boomgarden, Zoning Administrator, report was presented. He issued 5 building permits in July 2021 and spoke with 11 citizens who had zoning questions.

The City Administrator presented her report. Sawyer introduced Resolution No. 18-2021 Authorizing the City Administrator to Make Immediate Payments Prior to Council Approval. It was moved by Gast and seconded by Luecht to approve Resolution No. 18-2021 Authorizing the City Administrator to Make Immediate Payments Prior to Council Approval. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge, & Luecht

Nays: None

The motion carried.

Next Sawyer presented council with Resolution No. 19-2021 Approving & Authorizing a Form of Loan & Disbursement Agreement by and Between the City of Britt, IA, & the Iowa Finance Authority, and Authorizing and Providing for the Issuance & Securing the Payment of \$1,290,000 Water Revenue Capital Loan Notes, Series 2021, of a Method of Payment of Said Notes and Approving Form of Tax Exemption Certificate. It was moved by Luecht and seconded by Verbrugge to approve Resolution No. 19-2021 Approving & Authorizing a Form of Loan & Disbursement Agreement by and Between the City of Britt, IA, & the Iowa Finance Authority, and Authorizing and Providing for the Issuance & Securing the Payment of \$1,290,000 Water Revenue Capital Loan Notes, Series 2021, of a Method of Payment of Said Notes and Approving Form of Tax Exemption Certificate. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge, & Luecht

Nays: None

The motion carried.

Next Sawyer discussed the recommendations from our IMWCA audit that was done last month. This firm carries our workers' compensation coverage and they recommended of conducting pre-placement physicals for all full-time permanent position new hires. It was moved by Verbrugge and seconded by Luecht to approve

the recommendation of IMWCA and require all full-time permanent new hires to recommendation of conducting pre-placement physicals for all full-time permanent position new hires. Motion carried by unanimous vote.

Sawyer presented the Annual Outstanding Obligation Report for 2020/2021. It was moved by Luecht and seconded by Swenson to approve the Annual Outstanding Obligation Report for 2020/202. Motion carried by unanimous vote.

Sawyer presented Resolution No. 20-2021 Approving the 2020/2021 Annual Street Finance Report. It was moved by Luecht and seconded by Verbrugge to approve Resolution No. 20-2021 Approving the 2020/2021 Annual Street Finance Report. A roll call vote was had which was as follows:

Ayes: Swenson, Gast, Wallen, Verbrugge & Luecht

Nays: None

The motion carried.

Lastly, Sawyer informed the council there is a new grant from the Iowa Finance Authority that can be utilized to pay for water projects. This is information came from Wes Brown at Bolton & Menk.

Mayor Arndorfer presented his report. Arndorfer discussed the police department policy/compensation changes. Have across the board 3% salary increase, the ability to cash out 40 hours of vacation at the end of the year with approval of Chief Mark Anderson, ability to cash out unused yearly uniform allowance (\$350), and an annual incentive of \$750 for living within city limits.

It was moved by Verbrugge and seconded by Gast to approve the Mayor's recommendation to the following changes:

It was moved by Luecht and seconded by Swenson to move into closed session to discuss employment related issues in accordance with Iowa City Code 21.5j. Motion carried by unanimous vote.

It was moved by Gast and seconded by Verbrugge to return to open session in accordance with Iowa City Code 21.5j. Motion carried by unanimous vote.

With no further business it was moved by Verbrugge and seconded by Luecht 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	CITY HALL/FIRE CLEANING	\$1,350.00
ABSOLUTE WASTE REMOVAL	TRASH SERVICE	\$19,273.83
ACCO	LIQUID CHLORINATING SOLUTION	\$504.00
AGSOURCE LABORATORIES	TESTING SERVICES	\$3,873.00
ALLIANT ENERGY	AUGUST ELECTRIC BILL	\$14,445.11
ALLIED ENS LLC	DESKTOP MONITORING/ ANTIVIRUS	\$1,087.96

AMY BOEKELMAN	SUPPLIES FOR HOBO DAYS	\$65.22
ARAMARK	SYNTHETIC MOP	\$934.60
BADGER METER	BEACON MBL HOSTING SERV UNIT	\$57.00
BASE	MEDICAL REIMB	\$326.68
BEN MEHMEN	TRAINING REIMBURSEMENT	\$339.70
BOLTON & MENK	CONSTRUCTION PHASE SERVICES	\$9,652.50
BRITT FOOD CENTER	SIDEWALK REIMBURSEMENT	\$910.57
BROWN SUPPLY INC	MISC ITEMS	\$2,295.50
CARD SERVICES	MISC SUPPLIES	\$3,069.55
CHUCK HUNT	GRAY TR/WR GFCI OUTLETS	\$149.45
COLLECTION SERVICE CENTER	GARNISHMENT3	\$626.64
COLOF DIGITAL	MANAGEMENT FEE	\$338.00
COMM 1	PHONE AND INTERNET	\$673.55
CURT GAST	SIDEWALK REPAIR	\$80.28
DELTA DENTAL OF IOWA	DNTL/VISN-PRETX	\$781.85
DEPOSIT REFUNDS	REFUND DATE 08/23/2021	\$127.26
DOLLAR GENERAL-CHARGED SA	MISC OFFICE SUPPLIES	\$40.40
EARL HILL	MISC LEGAL	\$192.00
EARLES DEMOLITION	VAC WATER SHUT OFFS/ MACHINE	\$7,282.20
EFTPS	FED/FICA TAX	\$13,468.62
ELECTRONIC ENGINEERING	09 PURSUIT KNOB	\$9.00
EUSTOLIA CAMARENA	SIDEWALK REPLACEMENT	\$186.00
FELD FIRE	REPAIR ON 728	\$1,441.50
FOX POINTE PUBLISHING	LIBRARY-BOOKS	\$126.84
GATEWAY HOTEL & CONF CNT	ELIZABETH'S TRAINING	\$619.59
GIFTS SEW SWEET	SUMMER REC SHIRTS	\$287.10
GREAT AMERICA FINANCIAL	PRINTER MAINTENANCE	\$241.66
HAUGLAND REPAIR	MS 261 C	\$423.99
HAWKINS INC.	CHEMICALS	\$662.62
IMWCA	WORK COMP	\$1,128.00
INGRAM	BOOKS-LIBRARY	\$814.89
IOWA DNR	ANNUAL FEE	\$210.00
IOWA PUMP WORKS	MISC PUMP SUPPLIES	\$11,531.08
IPERS	POLICE IPERS	\$8,070.24
KIM DOLPHIN	OVERPAID ON BUILDING PERMIT	\$20.00
KIOW	BRITT CAMPAIGN	\$111.59
LYNN TANCIG	SIDEWALK REPAIR	\$141.30
MAGUIRE IRON, INC	150,000 GALLON WATER TOWER	\$283,240.60
MALAKAI REDIG	HOBO DAYS BATHROOM CLEANING	\$200.00
MAXYIELD COOPERATIVE	GAS	\$1,975.50
MICRO MARKETING	LIBRARY-AUDIO	\$233.44
MIDWEST PIPE SUPPLY	MISC ITMES	\$776.00
MIDWEST TAPE	LIBRARY-DVD	\$23.24
MODERN MARKETING	LIBRARY-BOOK BAGS	\$172.98
NEXT GENERATION TECH INC	AFTER HOURS EMERGENCY	\$653.55

NORTH IOWA MEDIA GROUP	ORDIANCE/ COUNCIL MEETING POST	\$914.62
PALMER POOLS	PAINT POOL	\$9,750.00
PAYROLL CHECKS	PAYROLL CHECKS ON 08/11/2021	\$22,025.89
PAYROLL CHECKS	PAYROLL CHECKS ON 08/24/2021	\$1,039.59
PAYROLL CHECKS	PAYROLL CHECKS ON 08/25/2021	\$22,877.29
PRESTO-X-COMPANY	COMMERCIAL PEST MAINTENANCE	\$102.00
PSI	ENVELOPES/ UT BILLS	\$349.27
RIEKENS PLUMBING & HEATIN	FREO, LABOR, AND SUPPLIES	\$325.00
RNL SERVICES LLC	INSPECTION	\$555.00
SPEER FINANCIAL	BONDS AND FILING FEE	\$375.00
STATE FARM	FIDELTIY BOND	\$334.00
STATE HYGIENIC LABORATORY	TESTING	\$27.00
STATE TREASURER	STATE TAXES	\$2,005.00
SWENSON'S HARDWARE	MISC ITEMS	\$939.98
TOM PUEGGEL	476 3RD ST SW SIDEWALK REPAIR	\$353.24
TRULSON AUTO	BRITT FIRE DEPT ITEMS	\$3,240.43
U S POSTMASTER	UTILITY BILLS	\$816.99
UHC	HEALTH-PRE-TAX	\$9,391.23
VANCE HAGEN	TOOOL RENTAL SANITARY SEWER	\$300.00
VERIZON	POLICE PHONES	\$323.75
YOHN COMPANY INC	SEWER	\$1,206.50
	CLAIMS TOTAL	\$472,497.96

GENERAL FUND	\$93,596.55
LIBRARY FUND	\$8,211.41
FIRE DEPARTMENT FUND	\$5,284.05
ROAD USE FUND	\$9,618.02
EMPLOYEE BENEFITS FUND	\$1,128.00
LOST-ECO DEV/MISC REV FUND	\$338.00
CAPITAL PROJ-WTP PROJECT FUND	\$292,595.60
WATER FUND	\$19,010.63
SEWER FUND	\$41,209.20
STORM WATER FUND	\$1,506.50