

CITY OF BRITT – BRITT IOWA – November 1st, 2022

City of Britt, Iowa Council met in pursuant to law and the rules of said Council in regular Council session at 7:00 o'clock P.M. the 1st day of November 2022 in the Britt Municipal Room. The meeting was called to order by Mayor Arndorfer, and the following Council members were:

PRESENT: Curt Gast, Karrie Wallen, Chad Luecht, and Ashley Weiss

ABSENT: Stacy Swenson

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

Ayes: Gast, Wallen, Luecht, and Weiss

Nays: None

The motion carried.

It was moved by Gast and second by Weiss 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 10/04/2022 Council Meeting**
- b. **Claim list in the amount of \$804,279.23**
- c. **Approve Class C Liquor License for Hob Nob**

A roll call vote was had, which was as follows:

Ayes: Gast, Wallen, Luecht and Weiss

Nays: None

Linda Friedow, Library Director, was present to give her report. Hancock County Library Association meeting was Monday, October 10 at 9:30am in Kanawha. Jay Peterson from the State Library of Iowa attended and reviewed educational opportunities, online databases, and trustee training. The HCLA will visit the county supervisors early in December for our budget meeting. Britt will be hosting the all-county trustee training in March. BLAST (Britt Library After School Time) for children in grades K-5 has returned. The local quilters group hosted the first session with kids making a sharing heart. Last week was LEGO Art squares. Bathroom has been repainted, adding a new mirror, towel dispenser, and trash can! New light fixture is awaiting installation. COLOR covid test site – the library is working with CDC & ARSL to provide free covid testing to the community. Working out details with the location, test pickup, etc. Little Free Library glass was broken and has been replaced (plexiglass). Treats-on-the-Street participation was fun on Saturday!

Vance Hagen, Public Works Director, was present to give his report. The Hydrants were flushed. There was a watermain brake between 5th St SE and 3rd Ave SE. We marked trees for removal this year and sent to contractors for estimates. We finished winterizing the pool and start fill. We replaced cabinet heaters in mechanical room at the pool. Horstman Farms hauled and spread sludge for us. We attended the city safety meeting. We hauled two loads of compost to community gardens. Attended the water plant progress mtg. Measured a resident lot for a city right of way. Had a water shutoff at resident's request. Inspected the sewer

plug at house demo at 290 1st St NE. We contacted Iowa Pump Works about the sludge pump. We swept streets for leaves. Fire extinguishers were all checked by Iowa Fire Control. We went to the Heartland mobile plant at the county pits to see Kevlar fibers added to mix. We read meters, locates, and shutoffs. The Willow tree blew over at the golf course. Weeds were sprayed and Fertilizer was spread on greens at the Golf Course. Fire Extinguishers were brought up to date at the Golf Course.

Mayor Arndorfer Presented the quotes for the fall 2022 tree project. It was motioned by Weiss and second by Wallen to approve Barkema Tree Service quote of \$ 14,000 for the fall 2022 tree project.

Mark Anderson, Police Chief, was present to give his report. It was as follows: Since the last council meeting the PD had 225 calls for service. The Dept finished current case reviews from the beginning of the year. They were submitted to the state and FBI for Incident statistics and reporting. Sgt. Cram is putting together our last training for the year.

Chief Anderson presented awards to Mike Dehart, Chris Gobeli, and Andy Hunt (not present), for their sacrifice and dedication to the house fire in Britt on August 4th, 2022.

Jon Swenson, Fire Chief, was present to give his report. There were four calls for service in October of 2022. Hancock County has a Fire Ban in place until November 15th. Training conducted was rescue lifting airbags, stabilization, cribbing, checks on trucks, and wash of trucks and gear. No change to the ISO scores yet. We had a preplanned tour of Sparboe and New Horizon. We hosted The County Fire Association Meeting Oct. 19. That training consisted of MCFD HAZMAT TEAM. There was 35 in attendance of all county Fire Departments. We applied for a DNR matching grant for hose, nozzles, and wildland fire suits. We also applied for the Ley Foundation Grant is for cordless rescue spreader and cutter, and the New Coop Grant, cordless Rescue spreader and cutter for \$21,975.

Mike Boomgarden, Zoning Administrator, was present to give his report. Boomgarden issued one building permits and spoke with three residents on zoning questions.

Jen Weiland, Park and Rec Board President, was present to speak on the Park and Rec Director position. They are wanting a full-time park and rec director that would oversee The summer rec programs, pool, golf course, Hobo Run, and city parks. Mayor Arndorfer is grateful for how much the volunteer board does for our Summer Rec program. He sees a need for it, but should wait until budget starts to see if we can fit it in.

Next on the agenda is to approve pay application #5 to Henkel Construction for \$291,896.77. It was motioned by Wallen and second by Gast to approve pay app #4 to Henkel Construction for \$291,896.77. Motion carried unanimously.

Next on the agenda was 585 6th Ave SE. Tom Kardoos inspected the property said the house has good bones and is repairable. Arndorfer requested we talk to our attorney on guidance with closed bids and writing a contract.

Next on the agenda was 361 5th St SW update. Ibarra informed the council the house has been demolished and the total cost for asbestos survey/removal, Hiscock's Excavating, and Absolutes Waste Removal equated to \$18,467.21. Arndorfer also thinks we should reach out to our Attorney and find the best option for selling or bidding the property.

Ibarra presented Resolution 24-2022 Adding a Seat Belt Policy to the Employee Handbook. IMWCA, workers comp company, will be looking to find a seat belt policy in our handbook next year. Laurie Burgardt, Insurance Rep, suggested we get ahead of this and implement the policy, so our rates don't increase. Arndorfer asked for a motion approving resolution 24-2022 Adding the Seatbelt policy to the employee handbook pending the city attorney approval of the resolution. Luecht offered Resolution 24-2022 Adding the Seatbelt Policy to the Employee Handbook pending the City Attorney approves the resolution, it seconded by Gast. A roll call vote was had which was as follows.

Ayes: Gast, Wallen, Luecht, and Weiss

Nays: None

Ibarra presented FY 21-22 Street Finance Report. It was motioned by Weiss and seconded by Wallen to approve FY 21-22 Street Finance Report. Motion carried unanimously.

Ibarra presented FY 21-22 Urban Renewal Report. It was motioned by Gast and seconded by Weiss to approve FY 21-22 Urban Renewal Report. Motion carried Unanimously.

Ibarra presented TIF Indebtedness Certificated. There was a confusion with the two TIF districts and should not have asked for a reduction in TIF indebtedness. The Certificate will be at the next council meeting for reapproval.

Ibarra presented the 2023 Vision and Dental Renewals for the City of Britt. Premiums increase by \$1.40 to about \$5.00. It was motioned by Luecht and seconded by Gast to approve 2023 Vision and Dental renewals.

Ibarra presented the 2023 Health Insurance Renewals. Premiums increased by 2.9%. It was motioned by Wallen and seconded by Luecht to approve the 2023 Health Insurance Renewals.

Ibarra presented to the council the letter from Ryan Hiscock's, Planning and Zoning Chairperson. Planning and zoning will not allow chickens in Britt but would look at changing Fowl to Chickens or Poultry. P&Z will also look at revamping the zoning ordinance book- Changing building materials of properties. P&Z approved allowing tents with the following stipulations: 6 months permit from October to April, \$25 yearly fee, 8' X 10' or smaller, 3' from property line, Tent be staked to the ground and thick fabric and poles, allowed only in back and side yards, one tent per property, and no tears or rips. An ordinance will be drafter for the next council meeting over tents.

Mayor Arndorfer presented his report. Arndorfer explained to the council that we should replace all other locks and cap certain doors in city owned buildings, so we know unauthorized individuals are not getting into our buildings. Arndorfer informed that Ibarra and Marcy Mayland (Deputy Clerk) have been frugal with the office renovations and have enough money left in the budget for the \$5,768 Central Lock System quote to cap or change doorknobs. It was motioned by Weiss and second by Luecht to approve the quote from Central Lock for \$5,768. Motion carried unanimously.

Mayor Arndorfer also gave a quick recap over the Water Treatment Facility. Interior footings on lower roof area have been poured, process pipe and drainpipe withing the building should be finished soon, Cranes will be moved on site in the next couple of weeks, rough grading has begun, fourth avenue will be closed for additional storage (property owners affected will be notified), and frames for the interior of the high roof section are expected to be set on Friday.

Public Comment:

Katie Collins was present to speak about her chickens.

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

Elizabeth Ibarra, City Clerk

Ryan L. Arndorfer, Mayor

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
ABC LOCK	CLUTCH ASSEMBLY	\$ 168.42
ABSOLUTE WASTE REMOVAL	REFUSE	\$ 18,391.66
ACCO UNLIMITED CORP	REPAIRS	\$ 1,135.63
AGSOURCE	SEWER ANALYSIS	\$ 714.00
AHLERS & COONEY, P.C.	PROFESSIONAL SERVICES FOR TIF	\$ 634.50
ALLIANT ENERGY	ELECTRIC	\$ 9,609.94
ALLIED ENS LLC	MOVEMENT OF WIRES OFFICE RENO	\$ 1,846.64
AMAZON	LIBRARY-BLDG SM VACUUM	\$ 108.86
ARAMARK	CITY HALL	\$ 553.59
ARBOR XPERTS INC	617 1ST AVE SW TREE REMOVAL	\$ 1,890.00
ARLEY K FADNESS	LIBRARY-NF BOOK	\$ 21.50
AXON ENTERPRISE INC	POLICE EQUIPMENT	\$ 3,780.34
BADGER METER	SERVICE AGREEMENT	\$ 1,557.66
BASE	REIMB DEF COMP	\$ 500.83
BOLTON & MENK	ENGINEERING SERVICES WTP	\$ 24,114.00
BRITT FOOD CENTER	MISC	\$ 327.76
BRITT-WOODEN INS AGENCY	EMC POLICY FOR NEW WATER TOWER	\$ 495.00
BROWN SUPPLY INC	MISC WATER SUPPLIES	\$ 90.00
CENGAGE LEARNING	LIBRARY-LP BOOKS	\$ 197.54
CENTRAL LOCK AND KEY INC	CITY HALL INSTALLATION	\$ 15,461.68
CHOSEN VALLEY TESTING	WTP TESTING	\$ 2,525.00
COLLECTION SERVICE CENTER	GARNISHMENT	\$ 163.93
COLOFF DIGITAL	WEBSITE SUPPORT	\$ 169.00
COMM 1	PHONE/INTERNET	\$ 665.96

DELTA DENTAL OF IOWA	DNTL/VISN-PRETX	\$	629.95
DES MOINES REGISTER	LIBRARY-SUBSCRIPTION	\$	341.03
EARL HILL	MISC	\$	346.32
EFTPS	FED/FICA TAX	\$	5,680.45
ELIZABETH IBARRA	MILEAGE REIMBURSEMENT IMFOA	\$	156.63
GIFTS SEW SWEET	CLERK SHIRTS	\$	118.80
GLOBE GAZETTE	LIBRARY-SUMMIT TRIBUNE	\$	49.99
GREAT AMERICA FINANCIAL SVCS	COPIER LEASE	\$	162.60
GWORCS	ANNUAL LICENSE FEE	\$	6,751.00
HACH	SENSION PH METER	\$	1,081.10
HANCOCK COUNTY ABSTRACT	TRACTS IN W 1/2 NE 1/4 G.COURS	\$	1,126.00
HAWKINS INC.	CHEMICALS	\$	40.00
HENKEL CONSTRUCTION COMPANY	PAY APPLICATION #4 (WTP)	\$	634,489.17
IMWCA	WORK COMP	\$	1,307.00
INGRAM LIBRARY SERVICES	LIBRARY-BOOKS	\$	689.05
IOWA DNR	ANNUAL WATER USE FEE	\$	115.00
IOWA IAI	CRAM WORKSHOP REGISTRATION	\$	75.00
IOWA LOT STRIPING LLC.	LAY OUT AND REPAINT CITY STRT	\$	3,380.00
IOWA ONE CALL	IOWA ONE CALL	\$	94.50
IOWA PRISON INDUSTRIES	SIGNS	\$	2,523.92
IOWA RURAL WATER ASSOC	2023 DUES	\$	275.00
IOWA WORKFORCE DEV	UNEMPLOYMENT	\$	1,704.68
IPERS	IPERS	\$	8,110.97
JAMES MERRIAM	DOT PHYSICAL REIMBURSEMENT	\$	60.00
JENNIFER WEILAND	WATER/ICE REIMBURSEMENT	\$	22.96
JORDAN WILLIAMS	K9 SUPPLIES	\$	35.29
K & C TREE SERVICE	ASH TREE INJECTION-GOLF COURSE	\$	2,371.50
KALE ZUEHL	FOOTBALL REF	\$	150.00
KAM LINE HIGHWAY MARKINGS	PAINT	\$	643.50
KIOW	BRITT CAMPAIGN	\$	118.00
MID-AMERICAN RESEARCH CHEMICAL	CHEMICALS	\$	140.44
MARK MUTH	FIRE WELLNESS LABS REIMBURSE	\$	15.00
MICRO MARKETING	LIBRARY-AUDIO	\$	295.58
MID-AMERICA PUBLISHING	10.04.22 MINUTES	\$	461.34
MIDWEST TAPE	LIBRARY-DVDS	\$	193.41

MIKE BOOMGARDEN	MOWING AT 585 6TH AVE SE	\$	100.00
MITCHELL SMITH	FOOTBALL REFEREE	\$	150.00
NEW COOPERATIVE	DIESEL/GAS	\$	2,393.01
PAYROLL		\$	20,150.79
NEXT GENERATION TECH INC	REMOTE SERVICES/ ONSITE SUPPOR	\$	1,621.22
P&P ELECTRIC	GENERATOR LABOR	\$	310.00
PRITCHARD AUTO	TIRE ROTATIONS 2021 F EXPLORER	\$	49.79
PRO HYDRO-TESTING	FIRE TESTING/REPAIRS	\$	920.00
PSI	ENVELOPES	\$	934.17
SANDRY FIRE SUPPLY	MISC SUPPLIES	\$	192.85
SCHLEUSNER TRUCKING	PARKS AND GOLF COURSE	\$	2,066.35
STATE TREASURER	PAYROLL TAX	\$	2,943.86
SWENSON'S HARDWARE	MISC	\$	1,853.46
TRULSON AUTO	RV MARINE ANTIFREEZE	\$	125.82
U S POSTMASTER	SEPTEMBER 2022 UB POSTAGE	\$	397.86
UNITED HEALTH CARE	HEALTH INSURANCE	\$	10,501.16
VERIZON	PHONE BILL	\$	324.39
VISUAL EDGE IT	LIBRARY-PRINTER	\$	179.88
WINFIELD UNITED	GOLF COURSE FERTILIZER	\$	186.00
	Accounts Payable Total	\$	804,279.23