

CITY OF BRITT – BRITT IOWA – December 6th, 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 6th day of December 2022 in the Britt Municipal Room. The meeting was called to order by Mayor Arndorfer, and the following Council members were:

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

ABSENT: None

The Mayor presented the agenda for approval. It was moved by Wallen and second by Weiss 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 Luecht and second 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 11/01/2022 Council Meeting**
- b. **Claim list in the amount of \$632,093.94**
- c. **Tax Abatement for Jared Wingert**

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. The HCLA visited the county supervisors on Monday, December 5 for our budget meeting. Parade of Trees will be at the library during Frozen Frolic, sponsored by Friends of the Britt Library. The library has decided to discontinue passport services – we evaluated the time involved and the usage by the community and it was not balancing out. (passport renewals are not available online as well.) The library received a generous donation from the Hancock County Health System (\$614) from “Jeans on Fridays”. The new entry ramp: lock system is complete at the library. The library hosted representatives from both Senator Grassley and Senator Ernst for community meetings. There was no public participation for either. Heidi Tjarks is a new hire at the library – she will be working Reta’s hours and helping with programming. She is currently in training. We are planning a small retirement celebration for Reta on Thursday, December 29<sup>th</sup>.

Vance Hagen, Public Works Director, was present to give his report. The Dept. removed two storm intakes that were connected to sanitary sewer and removed the storm intake at 220th 1<sup>st</sup> St NW and in parking lot east of Main. We repaired the storm sewer on 1<sup>st</sup> St SE. We removed and replaced the fire hydrant on 1<sup>st</sup> St SE and 6<sup>th</sup> Ave. Met with Iowa Pump Works rep about sludge pump. We picked up handrail for Lions park from Muth Welding. It was prepped painted and installed. Hagen attended the insurance meeting with Laurie and Elizabeth. We received the pickup from Pritchard’s. Snow equipment ready and serviced. We cleared streets of

snow, put up Christmas decorations/nativity scene, progress meeting for WTP, changed blade on sander truck, assisted Andy Buffington with tower antennae, employee evaluations, read meters, locates, and shutoffs. The Golf Course was connected on green #7 to assist in blowing irrigation lines out. We blew out lines.

Mark Anderson, Police Chief, was present to give his report. It was as follows: Since the last council meeting the PD had 194 calls for service. The Dept has closed 226 cases and currently has 16 open/active cases.

Jon Swenson, Fire Chief, was present to give his report. There was one service in November of 2022. We also had two escorts out of town for the WHS football team and 1 escort back home. We also brought Santa to town. Training for October: Video on READING smoke at a Fire, Check on trucks, wash trucks and gear. We drained pumps, hoses, and lines for winter. ISO score is better, was 56.56 out of 105.5, new is 58.26 out of 105.5, water supply in city and on fire trucks improved- Rural score is 39.06 out of 105.5. The annual soup supper will be Dec. 17<sup>th</sup> @ City hall-chili, beef, and oyster stew -from 5-7pm. It will be a free will donation.

Mike Boomgarden, Zoning Administrator, was not present to give his report. Boomgarden issued two building permits and spoke with two residents on zoning questions.

Jen Weiland was not present to give her report.

Next on the agenda was to approve pay application #6 to Henkel Construction for \$333,285.62. It was motioned by Swenson and second by Weiss to approve pay app #4 to Henkel Construction for \$333,285.62. Motion carried unanimously.

Ibarra presented the renewal contract for Bolton and Menk's 2023 general engineering contract. The contract agreement states that Bolton and Menk will only charge the city \$87.00/hr. for the first 16 hours of general engineering services performed each month. If we go over the 16 hours in a month we agree to pay at the schedule of fees. It was motioned by Weiss and seconded by Gast to approve Bolton and Menk's General Engineering Contract for 2023. Motion carried unanimously.

Ibarra presented the Request For Proposal to the council for 585 6<sup>th</sup> Ave SE. It was motioned by Luecht and seconded by Swenson to approve the Request for Proposal for 585 6<sup>th</sup> Ave SE. Motion carried unanimously.

Ibarra reached out to Ahlers and Cooney and they gave us a couple option for the property. We could list it with a realtor or sell the property ourselves with legal counsel assistance.

Ibarra presented the Annual Financial Report. Cindy Kendall with CKendall Consulting assisted Ibarra on the report. There was a beginning balance of \$1,910,882 and an ending balance of \$1,812,159 for fiscal year 2021/2022.

Ibarra needs a motion to set the Public Hearing for Ordinance no. 513 An Ordinance Amending the Zoning Ordinance of the City of Britt, IA by adding a Subsection Pertaining to the Location of Tents for January 3<sup>rd</sup>, 2022. It was motioned by Weiss and seconded by Gast to approve setting the public hearing for January 3<sup>rd</sup>, 2022. Motion carried unanimously.

Mayor Arndorfer updated the council on the Water Treatment Plant. The Interior footings in lower roof were completed, Exterior foundation was completed, and Block above the roof deck for the lower roof section is completed. For a full list of progress, please reach out to Elizabeth or Vance.

Also, on the agenda is Planning and Zoning appointments. Arndorfer notified the council that there are three openings on the committee. There have been many that have expressed interest on being put on the committee. It will be back on the agenda next month for approval of new committee members.

Mayor Arndorfer set the Personnel and Finance Meeting for January 3<sup>rd</sup>, 2022 @6pm before the council meeting.

There was no public comment.

It was motioned by Gast and seconded by Weiss to go into closed session at 7:28pm. It was motioned by Weiss and seconded by Luecht to come out of closed session at 7:52pm. It was motioned by Gast to discontinue efforts on property discussed during closed session and Mayor will have a conversation with owner. It was seconded by Wallen. Motion carried unanimously.

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

Upcoming Events: Fireman’s Soup Souper- December 17<sup>th</sup> @ City Hall and the Community Supper-December 28<sup>th</sup> @ City Hall

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Elizabeth Ibarra, City Clerk

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Ryan L. Arndorfer, Mayor

<b>CLAIMS REPORT</b>		
<b>VENDOR</b>	<b>REFERENCE</b>	<b>AMOUNT</b>
A P CLEANING SERVICES	FIRE AND MUNICIPAL ROOM CLEAN	1300.00
ABC LOCK	FIRE LOCK REPAIR	957.94
ABSOLUTE WASTE REMOVAL	TRASH SERVICES	28984.88
ACCO UNLIMITED CORP	MISC POOL	694.25
AGSOURCE	TESTING SERVICES	1196.00
ALLIANT ENERGY	ELECTRIC	9589.03
ALLIED ENS LLC	SOFTWARE	2137.34
AMAZON	LIBRARY-SUPPLIES	198.74
ARAMARK	CITY HALL	1107.18
BADGER METER	SERVICES FOR OCTOBER 2022	57.66
BASE	REIMB DEF COMP	1296.96
BMC AGGREGATES L.C.	ROADSTONE	104.21
BOLTON & MENK	WTP IMPROVEMENTS	22468.00
BOOK LOOK	LIBRARY-IF BOOKS	405.77
BRITT FOOD CENTER	CHILI COOK OFF	284.33

BROWN SUPPLY INC	WATER REPAIR MISC	6280.03
C J COOPER	ANNUAL ADMIN FEE 2023	85.00
CARD SERVICES	OFFICE MISC	2823.51
CENGAGE LEARNING	LIBRARY- LP BOOKS	148.75
CENTRAL LOCK AND KEY INC	CITY DOOR FINISHES	5928.00
CHASE DECALS. COM	K9 SUPPLIES	43.42
CHOSEN VALLEY TESTING	WTP TESTING	1454.00
CODY YODER	FLAG FOOTBALL REF	75.00
COLLECTION SERVICE CENTER	GARNISHMENT	327.86
COLOFF DIGITAL	WEBSITE SUPPORT	169.00
COMM 1	PHONE	601.25
DELTA DENTAL OF IOWA	DNTL/VISN-PRETX	342.70
DOUBLE ACTION DEFENSE LLC	DUTY PISTOL CRAM	842.00
EARLES DEMOLITION	WATERMAIN REPAIR	1060.00
EDUCATIONAL DEVELOPMENT CORP	LIBRARY-USBORNE BOOKS	281.73
EFTPS	FED/FICA TAX	17173.53
ELIZABETH IBARRA	MILEAGE REIMBURSEMENT BUDGET	65.00
FELD FIRE	FIRE MISC REPAIR	1468.57
FIRST STATE BANK	Dec-22	34908.64
GREAT AMERICA FINANCIAL SVCS	COPIER LEASE	248.70
HANCOCK CO HEALTH SYSTEM	FLU SHOTS FOR FIREMAN	400.00
HANCOCK CO TREASURER	PARCEL #2207160050	207.00
HASSEBROOK REFRIGERATION	FIRE STATION REFRIGERATOR FIX	192.00
HAWKINS INC.	CHEMICALS	40.00
HEIMAN INC	PAGER CASES	20.14
HENKEL CONSTRUCTION COMPANY	PAY APP #6 WTP	333285.62
HISCOCKS EXCAVATING	361 5TH ST SW DEMOLITION	10780.00
HORSTMAN FARMS	HAULING	5152.86
IMWCA	INSTALLMENT 5 WORK COMP	3171.00
INGRAM LIBRARY SERVICES	LIBRARY-BOOKS	770.78
IOWA FIRE CONTROL	INSPECTIONS	1297.00
IOWA LAW ENFORCEMENT ACAD	TRAINING	40.00
IOWA LEAGUE OF CITIES	BUDGET WORKSHOP-IBARRA	50.00
IOWA PUMP WORKS	POOL	2828.34
IPERS	IPERS	8099.72
JORDAN WILLIAMS	K-9 SUPPLIES	49.15
KALE ZUEHL	FLAG FOOTBALL REF	125.00
KELLEN SMITH	FLAG FOOTBALL REF	100.00
KIOW	BRITT CAMPAIGN	118.00
LAMPE CUSTOM WELDING	RUBBER CUTTING EDGE SNOW	813.60
METERING & TECH SOLUTIONS	COMMUNICATION DEVICE	502.90

MICRO MARKETING	LIBRARY-AUDIO	117.79
MID-AMERICA PUBLISHING	LEGALS 11.01.22	253.94
MIDWEST RADAR	MISC	200.00
MIKE MUTH WELDING	LIONS PARK RAIL	325.00
MITCHELL SMITH	FLAG FOOTBALL REF	125.00
MOSQUITO CONTROL OF IOWA	MOSQUITO SPRAYING 2022	6095.00
NEW COOPERATIVE	FUEL CHARGES	3029.22
NEXT GENERATION TECH INC	ONSITE SUPPORT POLICE	2126.46
NORTH IOWA LUMBER & DESIGN INC	ROADS MISC	45.78
PANASONIC CONNECT	MOBILE COMPUTER REPAIR	1293.11
Payroll Paid	November 2022 Payroll	55204.52
PRESTO-X-COMPANY	PEST CONTROL	115.26
PRITCHARD AUTO	VEHICLE REPAIR	14249.40
RYAN ARNDORFER	MILEAGE	235.00
SHIPLER ELECTRIC	LIBRARY-BUILDING	59.10
SRF-IA FINANCE AUTHORITY	INTEREST WATER TOWER	16517.26
STATE HYGIENIC LABORATORY	TESTING	27.00
STATE TREASURER	STATE TAXES	1778.00
SWENSON'S HARDWARE	MISC	3059.27
TEAGUE SMITH	FLAG FOOTBALL REF	100.00
TOM KARDOES	585 6TH AVE SE INSPECTION	250.00
TRULSON AUTO	FIRE REPAIR	2206.89
U S POSTMASTER	OCTOBER UB POSTAGE	398.77
UNITED HEALTH CARE	HEALTH INSURANCE	10501.16
VERIZON	POLICE PHONES	378.92
WORLD TRADE PRESS	LIBRARY-A-Z FOOD AMERICA	250.00
	<b>Total Account Payable</b>	<b>\$ 632,093.94</b>