

**REGULAR CITY COUNCIL MEETING MINUTES
BRITT MUNICIPAL ROOM ON TUESDAY, APRIL 4TH, 2023, 7:00 P.M.**

1) OPENING BUSINESS

- a. Call meeting to order.

Minutes: The meeting was called to order by Mayor Ryan Arndorfer at 7:00pm.

- b. Roll call.

Minutes: Council members present were Curt Gast, Karrie Wallen, and Ashley Weiss. Not present: Swenson

- c. Pledge of Allegiance

- d. Approval of Agenda

Minutes: It was motioned by Wallen and second by Weiss to approve the agenda. Motion carried unanimously.

2) CONSENT AGENDA

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 03/07/2023 and 03/21/2023 Council Meeting**

- b. **Claim list in the amount of \$400,692.95.**

Council Minutes: It was motioned by Weiss and second by Wallen to approve the consent to agenda. Roll Call: Ayes: Gast, Wallen, Weiss; Nays: None

3) DEPARTMENT HEAD REPORTS

- a. **Library Report – Linda Friedow**

- i. **North IA Mutual Aid- Food Pantry/Refrigerator**

Council Minutes: North Iowa Mutual Aid has a program that installs Refrigerators and small food pantries in libraries. This program allows individuals in need of food to have access to them 24/7 or during library operating hours. The council allowed Friedow and Ibarra to implement the program.

- b. **Public Works – Vance Hagen**

- c. **Police Report – Mark Anderson**

- d. **Fire Department – Jon Swenson**

- e. **Zoning - Mike Boomgarden**

- f. **Park and Rec-Jen Weiland**

- i. **Relaying of Basketball Court**

Council Minutes: Weiland asked the council if they would consider relaying or putting asphalt on top of the courts at Lions park. They may have someone who would give a sizeable donation for this project. Council informed it would not make sense to get rid of the flex court tiles since they are under warranty. Mayor Arndorfer appointed Hagen to assess and evaluate options to correct the Shelter House Concrete at Centennial Park.

- g. **Golf Course**

- i. **Golf Course Lease:**

Council Minutes: The Lease was reviewed, and corrections were made. The Lease will be brought back to council for approval at the next council meeting. Keith Formanek was also present to speak on the possibility of hiring Jade Johnson as a greenskeeper. Arndorfer informed that P&F would have to meet to discuss the effect it could have on his insurance and Public Works Department.

4) CLERK'S REPORT

- a. **Approve Pay Application 10 to Henkel Construction for \$90,338.81**

Council Minutes: It was motioned by Gast and second by Wallen to approve pay app 10 to Henkel Construction for \$90,338.81.

- b. **Resolution 08-2023 Setting Public Hearing for Sell of Property at 585 6th Ave SE**

Council Minutes: It was motioned by Gast and seconded by Weiss to set the Public Hearing for May 2nd, 2023 for the property at 585 6th Ave SE. Roll call vote: Ayes: Gast, Wallen, and Weiss; Nays: None. Resolution passed.

- c. **Resolution 09-2023 Resolution Ordering Bids, Approving Plans, Specifications And Form Of Contract And Notice To Bidder, Fixing Amount Of Bidder's Check, And Ordering Clerk To Publish Notice And For A Public Hearing On Plans, Specifications, Form Of Contract And Estimate Of Costs For 2nd Street SW Improvements for May 2nd.**

Council Minutes: The Resolution was offered by Gast and second by Weiss to set the public hearing for Ordering Bids, approving plans, specifications and Form of Contract and Notice to bidder, Fixing Amount Of Bidder's Check, And Ordering Clerk To Publish Notice And For A Public Hearing On Plans, Specifications, Form Of Contract And Estimate Of Costs For 2nd Street SW for May 2nd, 2023. Roll Call Vote: Ayes: Gast, Wallen, and Weiss; Nays: None. Resolution passed.

- d. **Resolution 10-2023 Setting Public Hearing for Ordinance 514 an Ordinance Amending the Code of Ordinances of the City of Britt, IA, 2020, By Deleting Section 6-5-8 And Substituting A New Section 6-5-8 Pertaining to Water Rates**

Council Minutes: The Resolution was offered by Wallen and second by Gast to set the public hearing for May 2nd, 2023, for Ordinance 514. Roll Call Vote: Ayes: Gast, Wallen, and Weiss; Nays: None. Resolution passed.

- e. **Set Public Hearing for FY 22-23 Budget Amendment for May 2nd, 2023.**

Council Minutes: It was motioned by Wallen and second by Weiss to approve setting the public hearing for FY 22-23 Budget Amendment for May 2nd, 2023. Roll Call Vote: Roll Call Vote: Ayes: Gast, Wallen, and Weiss; Nays: None. Resolution passed.

- f. **Britt Chamber- Monday Funday**

Council Minutes: It was motioned by Weiss and second by Gast to approve Britt Chamber to close Main Street on July 10th from 2nd ST SW to 2nd St NW and from Main Ave S to 1ST St SW (Gazebo area) and to allow open containers in that area if Chief Anderson approves. Motion carried.

5) MAYOR'S REPORT

- a. **Thomas S. Reavely - Assistant City Attorney**

Council Minutes: It was motioned by Wallen and second by Gast to approve Thomas Reavely as the Assistant City Attorney for \$250/hr. Motion carried unanimously.

- b. **WTP Update**

Council Minutes: Work completed last month was Toftee Masonry, Dulas Excavating, Elwood Concrete, 95% of roofing block, started winter cleanup. The worked planned for this month is setting backwash tops. Removing the 110-ton crane for the construction site, door hardware, roofing lower area, concrete work, and Dulas Excavating for sump pits, rough grading, hauling rubble, backfilling around backwash tanks.

- c. **Council Vacancy**

Council Minutes: Councilman Chad Luecht has resigned from his position. Abby Post has expressed interest in filling his term. Appointing a new councilmember will be on the next agenda to approve.

6) PUBLIC COMMENT

Council Minutes: Mayor Arndorfer stated that we are still working on filling the Planning and Zoning Board. We currently have five members on a 7-person board. One of those members is not active.

7) CLOSED SESSION IN ACCORDANCE WITH IOWA CODE 21.5(J)

Council Minutes: It was motioned by Gast and second by Weiss to go into closed session at 8:13pm. Motion carried. It was motioned by Wallen and second by Weiss to come out of closed session at 8:52pm. Motion Carried.

No action was necessary coming out of closed session.

8) ADJOURN

Minutes: It was motioned by Weiss and second by Wallen to adjourn the meeting. Motion carried unanimously.

Elizabeth Ibarra, City Clerk

Ryan L. Arndorfer, Mayor

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
A P CLEANING SERVICES	FIRE AND MUNICIPAL CLEANING	\$ 1,300.00
ABSOLUTE WASTE REMOVAL	SANITATION	\$ 14,377.44
AGSOURCE	CHEMICALS	\$ 1,090.15
AHLERS & COONEY, P.C.	URBAN RENEWAL	\$ 116.50
ALLIANT ENERGY	ELECTRIC	\$ 14,571.11
ALLIED ENS LLC	MONITORING	\$ 761.17
AMERICAN LIBRARY ASSOC	LIBRARY DUES	\$ 236.00
ARAMARK	MISC CITY HALL	\$ 1,108.82
AUTOMATIC SYSTEMS CO,	LIFT STATION CONTROL SYSTEM	\$ 10,955.00
BASE	REIMBURSEMENT	\$ 513.07
BOLTON & MENK	WTF	\$ 17,752.50
BRITT FOOD CENTER	MISC	\$ 65.30
CARD SERVICES	CARD SERVICES	\$ 958.05
CENGAGE LEARNING	LIBRARY LARGE PRINT BOOKS	\$ 209.22
CITY OF BRITT	CITY PAYMENT	\$ 192.00
COLLECTION SERVICE CENTER	GARNISHMENT	\$ 327.86
COLOFF DIGITAL	WEBSITE SUPPORT	\$ 169.00
COMM 1	PHONE/INTERNET	\$ 557.66
DAKOTA SUPPLY GROUP	WATER MISC	\$ 302.14
DAVIS EQUIPMENT CORPORATION	GOLF MOWER STARTER	\$ 1,983.61
DELTA DENTAL OF IOWA	DNTL/VISN-PRETX	\$ 772.74
DEMCO	VISTAFOIL	\$ 161.88
DOGS FOR LAW ENFORCEMENT	IOWA SEMINAR	\$ 495.00
EFTPS	FED/FICA TAX	\$ 11,169.51
ELIZABETH IBARRA	OIL FOR SHREDDER RIEMBURSEMENT	\$ 11.76
GREAT AMERICA FINANCIAL SVCS	PRINTER/COPIER LEASE	\$ 17.72
GWORKS	BALANCING	\$ 486.50
HANCOCK COUNTY EMER MGMT	COMMUNICATION CENTER	\$ 35,439.73
HAWKINS INC.	CHEMICALS	\$ 40.00
HENKEL CONSTRUCTION COMPANY	Pay App 9	\$ 141,649.75
IA ASSOC MUNICIPAL UTILITIES	WATER MEMBER DUES 23-24	\$ 814.00
IA DEPT OF PUBLIC HEALTH	SWIMMING POOL AND SPA REG	\$ 70.00
INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	\$ 769.57
IOWA DEPT. OF REVENUE	WATER EXCISE TAX	\$ 3,851.47
IOWA LAW ENFORCEMENT ACAD	IN-SERVICE TRAINING MEHMEN&REI	\$ 20.00

IOWA PARK & REC ASSN	CEU COURSE	\$	660.00
IPERS	IPERS	\$	15,913.95
JOHN DEERE FINANCIAL	JOHN DEERE LEASE	\$	41,422.55
KIOW	BRITT CAMPAIGN	\$	118.00
MCNEESE TIRE	GOLF COURSE MOWER TIRES	\$	468.26
MICRO MARKETING	LIBRARY-AUDIO	\$	98.83
MID AMERICA BOOKS	LIBRARY-JF NF BOOKS	\$	69.83
MID-AMERICA PUBLISHING	COUNCIL MINUTES 02.07.23	\$	318.07
MIDWEST TAPE	LIBRARY DVD	\$	108.71
NEW COOPERATIVE	FUEL CHARGES	\$	3,242.23
NEXT GENERATION TECH INC	REMOTE SUPPORT	\$	556.10
NORTH IOWA LUMBER & DESIGN INC	WOOD AND SCREWS	\$	73.51
NUTRI-JECT SYSTEMS INC	DIGESTER MIXER WWTP	\$	11,283.61
Total Payroll Paid		\$	36,964.98
P&P ELECTRIC	CITY HALL GENERATOR	\$	977.62
PRESTO-X-COMPANY	PEST CONTROL	\$	115.26
PRITCHARD AUTO	2021 FORD EXPLORER	\$	50.79
PSI	UTILITY BILLS	\$	361.58
TREASURER, STATE OF IOWA	SALES TAX		
SITE SERVICES INC	ASBESTOS	\$	950.00
SRF-IA FINANCE AUTHORITY	SRF-INTEREST		
STATE HYGIENIC LABORATORY	MISC CHEMICALS	\$	27.00
STATE TREASURER	STATE TAXES	\$	1,559.68
SWENSON'S HARDWARE	MISC	\$	498.69
THIS OLD HOUSE	LIBRARY SUBS	\$	25.00
TRAVEL & LEISURE	LIBRARY-SUBSCRIPTION	\$	20.00
TRULSON AUTO	PD 2014 VEH	\$	300.04
U S POSTMASTER	UTILITY BILLS	\$	402.16
UNITED HEALTH CARE	HEALTH INSURANCE	\$	19,435.79
VERIZON	POLICE CELL PHONES	\$	425.00
VESSCO, INC	INJECTOR, NOZZLE, O-RING	\$	271.48
WHAS	FIRE DEPARTMENT CPR TRAINING	\$	600.00
WHITFIELD & EDDY	PROFFESIONAL SERVICES	\$	58.00
TOTAL ACCOUNTS PAYABLE		\$	400,692.95
GENERAL		\$	99,820.91
LIBRARY FUND		\$	10,483.57
FIRE DEPARTMENT		\$	716.33
GOLF		\$	2,518.90
ROAD USE		\$	54,766.99
EMPLOYEE BENEFITS		\$	3,635.21
LOCAL OPTION TAX		\$	950.00
CAPITAL PROJ-WTP PROJECT		\$	159,358.75
WATER		\$	20,701.89
SEWER		\$	47,740.40
TOTAL FUNDS		\$	400,692.95

