

**REGULAR CITY COUNCIL MEETING IN  
BRITT MUNICIPAL ROOM ON TUESDAY, MAY 2ND, 2023, 7:00 P.M.**

**1) OPENING BUSINESS**

- a. Call meeting to order.  
**Minutes:** The meeting was called to order by Mayor Arndorfer.
- b. Roll call.  
**Minutes:** Present: Curt Gast, Karrie Wallen, and Ashley Weiss. Not Present: Stacy Swenson
- c. Pledge of Allegiance
- d. Conflict of Interest (state if applicable)  
**Minutes:** It was motioned by Weiss and second by Gast 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 04/04/2023 and 04/18/2023 Council Meeting**
- b. **Claim list in the amount of \$336,386.02.**
- c. **Approve Cigarette, Tobacco, Nicotine, Vapor Application for Casey's Store #3043**

**Minutes:** It was motioned by Gast and seconded by Wallen to approve the consent agenda. A roll call vote was held. Ayes: Gast, Wallen, and Weiss. Nays: None.

**3) Council Appointment**

- a. **Appointment of Councilperson**

**Minutes:** It was motioned by Wallen and seconded by Gast to appoint Abby Post as the new council person. Motion carried unanimously. Post said her oath to the Constitution and the City of Britt.

**4) Public Hearing**

- a. **Public Hearing for Sell of Property at 585 6<sup>th</sup> Ave SE**

**Minutes:** The public hearing was opened at 7:03pm. There were no written or verbal comments made. The hearing closed at 7:04pm.

- b. **Public Hearing Awarding 2<sup>nd</sup> St SW Improvements**

**Minutes:** The public hearing was opened at 7:04pm. There were no written or verbal comments made. Wes Brown with Bolton and Menk was present to give the council their recommendation. Brown stated they received two bids. One from Heartland Asphalt for \$173,636.65 and one from Black Top Services for \$220,099. The engineer estimate was \$185,000. Bolton and Menk are recommending Heartland Asphalt for \$173,636.65 for the project. The hearing closed at 7:05pm.

- c. **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.**

**Minutes:** The public hearing was opened at 7:05pm. There were no written or verbal comments. Mayor Arndorfer stated that Ordinance 514 is amending our water rates to include the 3% yearly increase in July. The hearing closed at 7:06pm.

**Public Hearing for FY 22-23 Budget Amendment #1**

**Minutes:** The public hearing was opened at 7:06pm. There were no written or verbal comments. The hearing closed at 7:07pm.

**5) DEPARTMENT HEAD REPORTS**

- a. Library Report – Linda Friedow
- 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
- g. Golf Course
  - i. Golf Course Lease

**Minutes:** Wallen and Angie Hinton, Board President, had some concerns on the lease. They would like the lease looked at once more and clarified. The lease will be on the next agenda for approval.

ii. Re-key all Exterior Doors

**Minutes:** The Britt Golf Course Board is wanting all outside doors re-keyed due to no accountability in who has the current keys. Arndorfer stated that we need to look for a friendly budget option.

## 6) CLERK'S REPORT

- a. Approve Pay Application 11 to Henkel Construction for \$228,302.10

**Minutes:** It was motioned by Weiss and second by Gast to approve pay application #11 to Henkel for \$228,302.10. Motion carried unanimously.

- b. Resolution 13-2023 Transfers FY 22-23

**Minutes:** The Resolution was offered by Weiss and seconded by Wallen. A roll call vote was held which was as follows: Ayes: Post, Gast, Wallen, and Weiss. Nays: None. The Resolution was adopted.

- c. Resolution 14-2023 Amending FY 22-23 Budget

**Minutes:** The Resolution was offered by Weiss and seconded by Wallen. A roll call vote was held which was as follows: Ayes: Post, Gast, Wallen, and Weiss. Nays: None. The Resolution was adopted.

- d. Resolution 15-2023 Selling Real Estate Property at 585 6th Ave SE

**Minutes:** Resolution 15-2023 is selling real estate to Sindy and Joel Garza at the property located at 585 6<sup>th</sup> Ave SE. Garza agrees to pay \$1,500 and publications costs for the property. The Resolution was offered by Gast and seconded by Wallen. A roll call vote was held which was as follows; Ayes: Post, Gast, Wallen, and Weiss. Nays: None. The Resolution was adopted.

- e. Resolution 16-2023 Awarding 2<sup>nd</sup> St SW Improvements

**Minutes:** Resolution 16-2023 Awarding 2<sup>nd</sup> St SW to Heartland Asphalt for \$173,636.65 was offered by Wallen and seconded by Weiss. A roll call vote was held which was as follows: Ayes: Post, Gast, Wallen, and Weiss. Nays: None. The Resolution was adopted.

- f. Resolution 17-2023 Ordinance 514 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.

**Minutes:** The Resolution was offered by Gast and seconded by Weiss. A roll call vote was held which was as follows: Ayes: Post, Gast, Wallen, and Weiss. Nays: None. The Resolution was adopted.

- g. Agreement with North Iowa Council of Governments.

**Minutes:** North Iowa Council of Government is a huge asset to cities. The 5-yr agreement covers the annual updates to the Code of Ordinances for the City of Britt. The cost is \$1,080.00. If a meeting is necessary, an additional cost of \$52/hr. will be incurred. It was motioned by Gast and seconded by Weiss to approve the agreement with North Iowa Council of Governments. Motion carried unanimously.

- h. Approval of Landscaping position

**Minutes:** It was motioned by Gast and seconded by Weiss to approve Kayla Mayland as the Landscaper for \$13.00 an hour and a budget of \$1,000 for the season. Motion carried unanimously.

- i. West View Care Center -Street Closing

**Minutes:** It was motioned by Wallen and second by Gast to approve the street closing of 8<sup>th</sup> Ave SW on May 15<sup>th</sup> from 5-7pm. Motion carried unanimously.

j. Cory Miller Tax Abatement

**Minutes:** It was motioned by Gast and seconded by Wallen to approve Corey Millers tax abatement Miller added 1,300 sq ft to his garage. Motion carried unanimously.

k. Street Closure for Race Day on Main

**Minutes:** It was motioned by Weiss and second by Post to approve the street closure for May 19<sup>th</sup> from 1<sup>st</sup> ST SW to 2<sup>nd</sup> St NW on Main Ave and the Gazebo behind the Library. Closure would be from 2:30pm to 5:00 pm. Motion carried unanimously.

l. Pool Manager

**Minutes:** Ibarra informed the council that we have not had any luck finding a pool manager this year. We have posted it on Facebook, The Leader, and reached out to many people. The council advised the clerks to reach out to all past pool managers and see if there is interest.

7) **MAYOR'S REPORT**

a. WTP Update

**Minutes:** The work completed last month was backwash tanks, rook blocking, removal of 110-ton crane, sump pits, poured slab floors in the lower roof area, removable of rubble from the site, rubber roof installed, underground plumbing, trench drain, and restroom outer walls.

b. Assistant City Attorney Work Update

**Minutes:** Arndorfer explained that Thomas Reavely, Assistant City Attorney, has been focusing on two abatements. The properties at 433 3<sup>rd</sup> ST SW and 106 3<sup>rd</sup> ST SE.

8) **CITY ATTORNEY**

a. Vehicle Storage Fee

**Minutes:** Earl Hill brought forward a resident concern on impounding fees. Arndorfer believed no decision could be made on this matter at that time. Next week the Personnel and Finance Committee will meet to discuss this issue.

9) **PUBLIC COMMENT**

**Minutes:** Marcy Mayland, Deputy Clerk, asked the council if it was okay if a volleyball league could use the sand volleyball courts at Lions Park. The league would take responsibility for raking the sand. The Council were happy to agree with that. Darrell Schaper, Hancock Ag Museum Board President, was present to speak on the outside budget request that was denied in February. Schaper submitted a request for \$1,000 to cover insurance. He feels the council should reconsider approving this request in the future. Arndorfer informed the council has guidelines. They cannot accept requests regarding operating costs. The Council and Mayor are super appreciative of how wonderful the museum is and commended Schaper on his dedication to the museum.

10) **CLOSED SESSION IN ACCORDANCE WITH IOWA CODE 21.5(C)**

**Minutes:** It was motioned by Gast and second by Post to go into closed session at 8:01pm. Motion carried unanimously. It was motioned by Weiss and second by Wallen to come out of closed session at 8:13pm. Motion carried unanimously. It was motioned by Weiss we hire Jaki Samuelson on pending and personnel matters. It was second by Wallen. Motion carried unanimously.

11) **ADJOURN**

**Minutes:** It was motioned by Weiss and second by Post to adjourn. Motion carried unanimously.

CLAIMS REPORT		
VENDOR	REFERENCE	AMOUNT
3D TROPHIES	TROPHIES	\$ 270.00
AGSOURCE	CHEMICALS	\$ 1,333.50
ALLEN AUTO & TIRE	WATER TRUCK TIRE REPAIR	\$ 27.50
ALLIANT ENERGY	ELECTRIC	\$ 10,404.15
ALLIED ENS LLC	MONITROING SERVICES	\$ 761.17
AMAZON CAPITAL SERVICES	LIBRARY BOOKS & MISC	\$ 544.32
ARAMARK	CITY HALL MAINTAINCE	\$ 554.41
BADGER METER	CONTACT: DANA PHILLIPS	\$ 57.54
BASE	REIMBURSEMENT	\$ 386.56
BOLTON & MENK	WTF IMPROVEMENTS	\$ 22,698.75
BRITT FOOD CENTER	LIBRARY	\$ 96.13
BRITT-WODEN INS AGENCY	LIABILITY COVERAGE	\$ 84,595.44
CARD SERVICES	CARD SERVICES	\$ 1,817.67
CARLSON DRAINAGE	SEWER LINE MANHOLE TO CITY HAL	\$ 250.00
CHOSEN VALLEY TESTING	WTP FACILITY	\$ 1,327.50
CKENDALL CONSULTING, LLC.	TRAINING FOR AFR,SFR,BUDGETS	\$ 1,998.34
COLLECTION SERVICE CENTER	GARNISHMENT	\$ 327.86
COLOFF DIGITAL	WEBSITE SUPPORT	\$ 169.00
COMM 1	PHONE/INTERNET	\$ 551.81
DAKOTA SUPPLY GROUP	HYDRANT EXTENSION	\$ 12,819.27
DELTA DENTAL OF IOWA	DNTL/VISN-PRETX	\$ 808.80
DEMCO	LIBRARY SUPPLIES	\$ 161.88
EFTPS	FED/FICA TAX	\$ 11,936.94
ELIZABETH IBARRA	MILEAGE REIMBURSEMENT IMMI	\$ 256.36
GLOBE GAZETTE	1 YR SUBSCRIPTION	\$ 108.99
GREAT AMERICA FINANCIAL SVCS	COPIER LEASE	\$ 137.93
HCEDC	ANNUAL DINNER	\$ 200.00
HAWKINS INC.	CHEMICLAS	\$ 40.00
HENKEL CONSTRUCTION COMPANY	WTP PAY APP #10	\$ 91,577.45
HIGH TIDE	GOLF COURSE LIFT STATION	\$ 240.00
IA DEPT OF PUBLIC SAFETY	IOWA WARRANTS	\$ 300.00
INGRAM LIBRARY SERVICES	LIBRARY BOOKS	\$ 774.94
IOWA DEPT. OF REVENUE	WATER EXCISE TAX	\$ 3,580.37
IOWA FIRE CONTROL	FIRE SUPPRESSION INSPECTION	\$ 1,292.58
IOWA LAW ENFORCEMENT ACAD	DE-ESCALATION TRAINING	\$ 25.00
IOWA ONE CALL	IOWA ONE CALL	\$ 21.60
IOWA POWDERCRAFT, LLC	LIONS PARK RAILING	\$ 894.00
IOWA WORKFORCE DEV	UNEMPLOYMENT	\$ 1,392.86
IPERS	IPERS	\$ 8,127.12
JORDAN WILLIAMS	K-9 SUPPLIES	\$ 118.79
JOYMARK ! COMMUNICATIONS	COMMEMORSTIVE SIGNAGE WA TOWER	\$ 500.00
KIOW	BRITT CAMPAIGN	\$ 118.00
LAKEVIEW BOOKS	LIBRARY NF-BOOKS	\$ 171.92

MID-AMERICAN RESEARCH CHEMICAL	NUKE DEGREASER	\$ 5,367.93
MICRO MARKETING	LIBRARY- AUDIO	\$ 45.99
MID-AMERICA PUBLISHING	LEGALS	\$ 487.73
MIDWEST BREATHING AIR SYS	FIRE MISC	\$ 894.97
MIDWEST PIPE SUPPLY	COPPERHEAD CAST IRON	\$ 244.00
MIDWEST TAPE	LIBRARY DVD	\$ 774.94
NEW COOPERATIVE	FUEL/DIESEL CHARGES	\$ 2,671.70
NEXT GENERATION TECH INC	REMOTE SUPPORT	\$ 80.30
Payroll	APRIL 2023	\$ 39,805.24
P&P ELECTRIC	OIL FILTER	\$ 467.27
POPULAR MECHANICS	LIBRARY -SUBSCRIPTION	\$ 8.00
PRESTO-X-COMPANY	PRESTO X	\$ 57.63
PRITCHARD AUTO	2014 EXPLORER (PD)	\$ 97.15
PSI	ENVELOPES	\$ 414.99
RIEKENS PLUMBING & HTNG	TOILET SLOAN KIT	\$ 246.56
ROAD MACHINERY & SUPPLIES	MISC SUPPLIES	\$ 200.19
RYAN ARNDORFER	MILEAGE TO CORALVILLE	\$ 251.13
TREASURER, STATE OF IOWA	SALES TAX	
SMART APPLE MEDIA	LIBRARY-JNF BOOKS	\$ 303.16
SMITH HARDWARE HEATING & PLUM	BOILER, SWITCH, ETC	\$ 795.85
SRF-IA FINANCE AUTHORITY	SRF-INTEREST	
STATE HYGIENIC LABORATORY	ANALYSIS	\$ 27.00
STATE TREASURER	STATE TAXES	\$ 1,734.15
TRULSON AUTO	2014 POLICE INTERCEPTOR	\$ 211.99
U S POSTMASTER	POSTAGE MARCH 2023 UB	\$ 400.63
UNITED HEALTH CARE	HEALTH INSURANCE	\$ 10,427.16
VANCE HAGEN	REIMBURSEMENT FOR DOT PHYSICAL	\$ 60.00
VANWALL EQUIPMENT	ROTARY BROOM	\$ 6,175.00
VERIZON	POLICE PHONES	\$ 323.91
WEST HANCOCK EAGLES BASKETBALL	POPCORN AND OIL	\$ 35.00
<b>Accounts Payable Total</b>		<b>\$ 336,386.02</b>
	GENERAL	\$ 88,178.34
	LIBRARY FUND	\$ 15,221.00
	FIRE DEPARTMENT	\$ 1,087.30
	GOLF	\$ 2,270.00
	ROAD USE	\$ 23,846.76
	EMPLOYEE BENEFITS	\$ 4,488.07
	CAPITAL PROJ-WTP PROJECT	\$ 104,377.56
	WATER	\$ 48,806.38
	SEWER	\$ 31,668.91
	STORM WATER	\$ 16,441.70
	<b>TOTAL FUNDS</b>	<b>\$ 336,386.02</b>