

SERGEANT BLUFF, IOWA

City Council Minutes

Council Chambers, 5:30 PM

February 28, 2017

I. MAYOR/MAYOR PRO-TEM TO CALL THE MEETING TO ORDER:

Attendee Name	Title	Status	Arrived
Ron Hanson	Mayor Pro Tem	Present	
Bill Gaukel	Assistant Mayor Pro Tem	Present	
Jim Linafelter	Council Member	Present	
Nicole Cleveland	Council Member	Present	
Carol Clark	Council Member	Present	
Jon Winkel	Mayor	Present	

2. Pledge of Allegiance & a Moment of Silence

II. APPROVAL OF THE AGENDA:

Motion by Carol Clark second by Bill Gaukel to Approve the Agenda. Motion Carried.
[Unanimous]

III. APPROVAL OF THE MINUTES:

1. Approve the February 02, 2017 Budget Meeting
Motion by Nicole Cleveland second by Jim Linafelter to Approve City Council - Budget Meeting - Feb 2, 2017 5:30 PM. Motion Carried. [Unanimous]
2. Approve the February 08, 2017 Special Meeting
Motion by Nicole Cleveland second by Jim Linafelter to Approve City Council - Special Meeting - Feb 8, 2017 5:30 PM. Motion Carried. [Unanimous]
3. Approve the February 14, 2017 Regular Meeting
Motion by Nicole Cleveland second by Jim Linafelter to Approve City Council - Regular Meeting - Feb 14, 2017 5:30 PM. Motion Carried. [Unanimous]

IV. CITIZEN'S INPUT:

V. DISCUSSION/ACTION ITEMS:

1. Approval of the Bills:

Bills: Check Numbers 72388 to 72454 in the amount of \$304,539.99

ABSOLUTE SCREEN ART	JERSEYS/SHIRTS	462
ACE ICE	ICE MACHINE RENTAL	130
ADVANCED SYSTEMS INC	COPIER LEASE	809.61
AMERICAN PUBLIC WORKS ASSOC	APWA MEMBERSHIP RENEWAL	190
ANALYTICAL & CONSULTING SERVICES	TESTING SERVICE	82.5
APPEARA	CLEAN LINENS/MATS/UNIFORMS	214.34
AVAYA FINANCIAL SERVICES	TELEPHONE SYSTEM	124.82
BARNES & NOBLE	LIBRARY BOOKS	943.96
BENTSON PEST MANAGEMENT	PEST CONTROL	172

BOMGAARS	EQUIPMENT	137.88
CAMPBELL SUPPLY CO	EQUIPMENT	150.87
CAPITAL ARMAMENT COMPANY	EQUIPMENT	696
CINTAS	SUPPLIES	83.34
CIRCLE S BLUFF STOP	FUEL	760.46
CITY OF MOVILLE	REFUND OLD CREDIT	70
CITY OF SIOUX CITY UTILITIES	JAN 2017 SEWER USAGE	20,005.38
CIVIC SYSTEMS LLC	SOFTWARE FOR DIGITAL W2/1099'S	1000
COMES, TRACI	VOLLEYBALL REFUND	70
DEVRIES, ROBIN	SOCCER LEAGUE REFUND	50
DGR	WATER SYSTEM IMPROVEMENTS	6,711.16
EMPIRE BUSINESS SYSTEMS	ENVELOPES/WINDOW NO 10	738.29
FOUNDATION ANALYTICAL LAB	LAB FEES	660
GILL HAULING INC	SOLID WASTE	4,006.14
HACH COMPANY	CHEMICALS	332.55
HANSEN, NIKI	VOLLEYBALL REFUND	70
HAWKINS WATER TREATMENT	CHLORINE CYLINDERS	60
HUMPHREY, JACOB	REMAINING WATER DEPOSIT REF	96.56
IMFOA	IMFOA SPRING CONFERENCE	125
IMFOA	MEMBERSHIP DUES	100
INDEPENDENCE WASTE	PORT TOILET RENT	120.5
IA ASSOC OF MUNICIPAL UTILITIES	2017 IAMU ELECTRIC MEMBER DUES	5,090.00
IA DEPARTMENT OF PUBLIC HEALTH	SWIMMING POOL REG FORM	70
IOWA ONE CALL	LOCATES	48.1
KOBS, JERRY	REIMB FOR WITHDRAWN BOA APP	75
LONG LINES LLC	TELECOMMUNICATION EXPENSE	1905.36
MASTERCARD	ACCELA PAYMENTS	1372
MASTERCARD	MEETING EXP/WORKSHOP/FUEL	886.6
MASTERCARD	PRINTS/CLASSES	359
MATHESON TRI-GAS INC	SUPPLIES	216.33
MCCLURE ENGINEERING COMPANY	PIONEER VALLEY PAVING	13,283.21
MENARDS-SIOUX CITY	SUPPLIES	18.97
MIDLAND GIS SOLUTIONS	GIS WEB HOSTING	400
MIDWEST ALARM	DVR DEVICE	690
MIKES MINI MART	FUEL EXPENSE	759.8
MUNICIPAL ENERGY AGENCY OF NE	JAN 2017 POWER PURCHASED	175,361.93
MUNICIPAL ENERGY AGENCY OF NE	MONTHLY RITA INSTALLMENT	1,427.70
OFFICE OF AUDITOR OF STATE	FILING FEE/AUDIT REPORT	625
O'REILLY AUTO PARTS	VEHICLE SUPPLIES	24.9
PETTY CASH	VOLLEYBALL GATE STARTUP CASH	300
PIONEER AUTO	VEHICLE MAINTENANCE	69.82
PUMP N PAK	FUEL	562.91
RIVERSIDE TECHNOLOGIES INC	COMPUTERS/MONITORS	4,971.00
RIVERSIDE TECHNOLOGIES INC	MIGRATION OF SYSTEMS	1,000.00
RIVERSIDE TECHNOLOGIES INC	NETWORK SUPPORT/FEB 17	1399
RIVERSIDE TECHNOLOGIES INC	SOFTWARE	600
RUDOLPH'S SHOE MART	SAFETY BOOTS/DAILEY	169.99
SAM'S CLUB	SUPPLIES	381.43
SERGEANT BLUFF ADVOCATE	ADVERTISING/PUBLISHING	1468.42

SHUGAR DADDY GRAPHICS LLC	NUMBER/DECALS	25.5
SC EAST MIDDLE SCHOOL VOLLEYBALL	VOLLEYBALL EQUIPMENT	200
SIOUXLAND REGIONAL TRANSIT SYS	SENIOR CENTER TRANSPORTATION	471
SPEEDY ROOTER	HYDRO JET SERVICE	740
STATE HYGIENIC LABORATORY-AR	LAB FEES	595.5
TASER INTERNATIONAL	EQUIPMENT	125.78
TONKAWATER	TONKA PILOT STUDY	13,900.00
VERIZON WIRELESS	CELL PHONE EXPENSE	1336.59
WESCO RECEIVABLES CORP	LLOYD/RIVERBEND PROJ/EQUIP	2440.84
WESTERN AREA POWER ADMIN	JAN 2017 POWER PURCHASED	19,527.89
WESTERN DISPOSAL INC	CART/COLLECTION EXP	12118.81
WESTERN IA TECH COMM COLLEGE	FIRE CLASSES	140
WOODBURY COUNTY EXTENSION	TURFGRASS APPLICATORS REG	105
ZEE MEDICAL SERVICE	FIRST AID KIT SUPPLIES	103.25

Motion by Jim Linafelter second by Nicole Cleveland to Approve Bills: Check Numbers 72388 to 72454 in the amount of \$304,539.99. Motion Carried. [Unanimous]

2. Open Public Hearing FY 17/18 Budget

Motion by Carol Clark second by Ron Hanson to Approve Open Public Hearing FY 17/18 Budget. Motion Carried. [Unanimous]

3. Public Hearing FY 17/18 Budget

Bill thanked Shari and the Department Heads for getting everything in order and over the past three years it just keeps getting better. All Council agreed. Mayor noted he has had positive comments about taxes being lowered and the PCA ending early. Mayor thanked the Council for all their efforts and dialogue throughout the process.

4. Close Public Hearing FY 17/18 Budget

Motion by Bill Gaukel second by Nicole Cleveland to Approve Close Public Hearing FY 17/18 Budget. Motion Carried. [Unanimous]

5. RES 17-04 Approving the City of Sergeant Bluff Budget for Fiscal Year 2017-2018

Great work, lean and mean budget. Ron Hanson mentioned we have such a great team on the council. Carol noted that the hearing notice states that the budget may be available at Library, Michelle will make sure that it is.

Motion by Jim Linafelter second by Ron Hanson to Approve RES 17-04 Approving the City of Sergeant Bluff Budget for Fiscal Year 2017-2018. Motion Carried. [Unanimous]

6. Annual Financial Report Presented by Henjes, Conner & Williams PC

Presentation by Don Klynsma regarding the city's annual audit. Don thanked all the city staff for their hard work in the process. Don wanted to thank and state his appreciation of all of Shari's help, Shari drafted all the documents and Henjes reviewed. Don continued to review the audit findings with the Council by first explaining the Table of Contents and what each section depicts. Don stated no significant findings were found this year. In closing, Don noted that the firm also put together a letter stating the responsibilities of all parties involved in the audit process. A couple minor findings were found during the process and those have been included in this letter as well.

Motion by Bill Gaukel second by Carol Clark to Approve Annual Financial Report Presented by Henjes, Conner & Williams PC. Motion Carried. [Unanimous]

7. Approve Agreement for Professional Services with DGR Engineering

Aaron spoke about the need for this agreement and questioned whether or not to authorize the entire amount at this time. Aarons recommendation is to approve the first two steps at this time in the amount of \$22,500. Motion to approve the PER and Model Step 1 for \$22,500 at this point.

Motion by Jim Linafelter second by Bill Gaukel to Approve Agreement for Professional Services with DGR Engineering for the PER and Model Step 1 in the amount of \$22,500. Motion Carried. [Unanimous]

8. Approve Agreement with McClure Engineering for Planning Services for 1st Street Corridor

Michael Washburn with McClure Engineering was in attendance if questions arose. Aaron noted that this agreement was tailored back financially based on past council meetings suggestions.

Motion by Jim Linafelter second by Ron Hanson to Approve Approve Agreement with McClure Engineering for Planning Services for 1st Street Corridor. Motion Carried. [Unanimous]

9. Approve Munger, Reinschmidt & Denne, LLP to provide Legal Advisement for the Sergeant Bluff Drainage District

Mayor talked about the drainage district and the need for legal advisement.

Motion by Bill Gaukel second by Ron Hanson to Approve Approve Munger, Reinschmidt & Denne, LLP to provide Legal Advisement for the Sergeant Bluff Drainage District. Motion Carried. [Unanimous]

10. Liquor License Renewal - Mike's Mini Mart

Motion by Bill Gaukel second by Carol Clark to Approve Liquor License Renewal - Mike's Mini Mart. Motion Carried. [Unanimous]

11. Liquor License Renewal - Fareway

Motion by Carol Clark second by Nicole Cleveland to Approve Liquor License Renewal - Fareway. Motion Carried. [Unanimous]

12. Liquor License Renewal - Eddie's

Motion by Ron Hanson second by Bill Gaukel to Approve Liquor License Renewal - Eddie's. Motion Carried. [Unanimous]

VI. RESOLUTION(S):

1. RES 17-01 Establish a 4 Way Stop Sign Traffic Control at Intersection of 1st Street and Roundtable/Windsor Way

Motion by Jim Linafelter second by Nicole Cleveland to Adopt RES 17-01 Establish a 4 Way Stop Sign Traffic Control at Intersection of 1st Street and Roundtable/Windsor Way. Motion Carried. [Unanimous]

2. RES 17-06 Authorize Capital Projects Fund Transfers

Aaron noted that before the end of the year this is needed to make sure all accounts are adequately funded for any end of year spending.

Motion by Carol Clark second by Nicole Cleveland to Adopt RES 17-06 Authorize Capital Projects Fund Transfers. Motion Carried. [Unanimous]

3. RES 17-07 To Fix a Date for a Public Hearing for March 14th, 2017 on a Proposal to Enter Into a Water Revenue Loan and Disbursement Agreement and to Borrow Money Thereunder in a Principal Amount not to Exceed \$310,000.

Carol noted that one of the page talks in both present and past tense, and to maybe inform Dorsey of this. Motion to set Public Hearing Date and to also authorize Mayor to sign the engagement letter with Dorsey.

Motion by Bill Gaukel second by Carol Clark to Adopt RES 17-07 To Fix a Date for a Public Hearing for March 14th, 2017 on a Proposal to Enter Into a Water Revenue Loan and Disbursement Agreement and to Borrow Money Thereunder in a Principal Amount not to Exceed \$310,000 and to authorize Mayor to sign engagement letter with Dorsey. Motion Carried. [Unanimous]

VII. ORDINANCE(S):

1. ORD 650 An Ordinance Amending the City of SB Woodbury County, IA Zoning Ordinance (Second Reading)

Motion by Jim Linafelter second by Nicole Cleveland to Adopt ORD 650 An Ordinance Amending the City of SB Woodbury County, IA Zoning Ordinance (Second Reading). Motion Carried. [Unanimous]

2. ORD 652 Establishing Guidelines and Regulations Pertaining to the City Compost Site. (First Reading)

Motion by Nicole Cleveland second by Carol Clark to Adopt ORD 652 Establishing Guidelines and Regulations Pertaining to the City Compost Site. (First Reading). Motion Carried. [Unanimous]

VIII. ADMINISTRATOR'S REPORT:

Aaron met with Ron Hanson, Carol Clark and Dave Christensen yesterday about potential occupancy changes. Carol noted that part of the discussion had to deal with, how do you make it easier for enforcement? Aaron also met with Nicole Cleveland today about setting up meetings while in Washington, DC.

IX. COUNCIL MEMBER'S REPORTS & COMMENTS:

Jim stated to Mark what an excellent job on the snow removal this past week. Jim also noted that the Boosters has finally received their 501(c)3 certification and gave a shout out to Jeff Wright and Jason Bockelman for their pro-bono work to help get this accomplished. Jim gave congrats to boys' basketball. Nicole seconded what Jim stated about the crew on the snow removal. Nicole also extremely proud of the boys' basketball team, hasn't happened since 1940. Carol talked about

CommCon, glad we have it and like it but how do we make it better. Potentially taking back to Mayors Committee for other ideas. 2-way communication on listening to school and the city. Encourage the citizens by having round tables at CommCon for council members so citizens can speak freely to them afterwards. Carol also mentioned what a great job was done on the streets. Carol gave thanks to Chief Pack for getting vehicles off the street. Carol also stated Congrats to SBL Warriors. Bill commented to Mark earlier that he received many complaints the snowfall before but zero this time, thanks to the Public Works Department. Kudos to Fire Department and all Public Safety folks for coming together for the Middle School flooding issue. Bill also gave kudos to the boys' basketball team. Ron seconded everything everyone else touched on. Ron would like to see middle aged folks attend CommCon. Ron gave congratulations to the high school boys, stating its awesome. Ron also stated what great Department heads, staff and council the city has.

X. MAYOR'S REPORT:

Mayor commented that too have a Mayor Pro Tem and Assistance Mayor Pro Tem is very valuable and thanked both Bill and Ron for all they do. Mayor noted he had numerous comments about the future upgrades to the community center after CommCon.

XI. FYI ITEMS:

1. SIMPCO Midstates Community and Economic Development Conference

XII. ADJOURNMENT:

Motion by Linafelter second by Clark to adjourn meeting. Motion Carried. The meeting was adjourned at 6:25 pm.

Mayor/Mayor Pro-Tem

Attest:

Michelle Colvert, City Clerk