

SERGEANT BLUFF, IOWA

City Council Minutes

Council Chambers, 5:30 PM

March 14, 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	Absent	

2. Pledge of Allegiance & a Moment of Silence

II. APPROVAL OF THE AGENDA:

Motion by Bill Gaukel second by Nicole Cleveland to Approve the Agenda. Motion Carried. [Unanimous]

III. APPROVAL OF THE MINUTES:

1. Approve the February 21, 2017 Special Meeting
Motion by Nicole Cleveland second by Ron Hanson to Approve City Council - Special Meeting - Feb 21, 2017 6:00 PM. Motion Carried. [Unanimous]
2. Approve the February 28, 2017 Regular Meeting
Motion by Nicole Cleveland second by Ron Hanson to Approve City Council - Regular Meeting - Feb 28, 2017 5:30 PM. Motion Carried. [Unanimous]

IV. CITIZEN'S INPUT:

None

V. APPROVAL OF THE BILLS:

1. Bills: Check Numbers 72470 to 72555 in the amount of \$155,645.44

88 TACTICAL BUILDING GROUP	SNIPER COURSE	1,000.00
ABSOLUTE SCREEN ART	WELCOME PACKET SUPPLIES	1,332.43
ANALYTICAL & CONSULTING SVCS	TESTING SERVICE	124.75
APPEARA	CLEAN LINENS/MATS/UNIFORMS	409.77
BARTELS, RICK	REPLACEMENT FOR LOST CHECK	57.31
BENTSON PEST MANAGEMENT	PEST CONTROL	100
BOMGAARS	SUPPLIES	211.23
BUSINESS RADIO LICENSING	RADIO LICENSE	120
CHESTERMAN CO	DRINKING WATER	51.8
CINTAS	SUPPLIES	21.22
CIRCLE S BLUFF STOP	FUEL EXPENSE	574.16
CITY OF SIOUX CITY UTILITIES	FEB 2017 SEWER USAGE	17,580.93
CULLIGAN	WATER SOFTENER RENTAL FEE	45
DAY'S DOOR COMPANY	SUPPLIES	13.98

DELL FINANCIAL SERVICES	MONTHLY SERVER PAYMENT	585.35
DGR	WATER SYSTEM IMPROVEMENTS	7,187.96
DIRECT AUTOMATION	PLC SUPPORT	1,161.06
ELECTRONIC ENGINEERING	EQUIPMENT	93.5
FAREWAY	SUPPLIES	14.97
FOUNDATION ANALYTICAL LAB	LAB FEES	60
GCR	VEHICLE REPAIR	20
GILL HAULING INC	SOLID WASTE	4,206.24
HAWKINS WATER TREATMENT	CHEMICALS	2,377.14
HITCHES, TRAILERS, & MORE	SUPPLIES	32.1
IMFOA	MEMBERSHIP DUES	100
INDEPENDENCE WASTE	PORT TOILET RENT	477.5
IOWA FIRE CHIEF'S ASSOCIATION	MEMBERSHIP/BAIER-GAUL	50
IOWA PRISON INDUSTRIES	SIGNS	214.5
JACKS UNIFORMS AND EQUIP	CLOTHING ALLOW/EQUIPMENT	6248.75
K & L LANDSCAPE	CRUSHED CONCRETE	271.44
LIFT SOLUTIONS INC	LABELS/SIGNS	44.42
LONG LINES LLC	TELECOMMUNICATION EXPENSE	1919.34
LOWE'S	EQUIPMENT/SUPPLIES	289.58
MAILCOM CONSULTING	FEB 2017 BILL & MAIL PROCESSING	1188.6
MASTERCARD	MEETING EXP/FUEL/CONFERENCE	477.88
MASTERCARD	STORAGE/SUPPLIES/HITCH/FUEL	307.48
MASTERCARD	TROPHIES	453.6
MATHESON TRI-GAS	HAZ MAT CHARGE	10.95
MATHESON TRI-GAS	PROPANE	14.28
MCGILL, VINCE & SHERRY	ENERGY EFF PROG/WASHER	50
MIDAMERICAN ENERGY	JAN-FEB 2017 GAS UTIL	6006.4
MIDLAND GIS SOLUTIONS	GIS WEB HOSTING	400
MIDSTEP SERVICES	JANITORIAL EXP	310
MIKE BENNETT	REIMBURSE FOR ID FEE	1
MIKES MINI MART	FUEL EXPENSE	689.44
MORNINGSIDE PLUMBING	WATER HEATER	703.56
MUNICIPAL ENERGY AGENCY OF NE	MONTHLY RITA INSTALLMENT	1,427.70
NEBRASKA SALT AND GRAIN CO	ICE CONTROL SALT	1,988.93
OH SNAP	PHOTO STATION RENTAL	200
OMNI-PRO SOFTWARE INC	SCADA SOFTWARE LICENSE	5,376.00
ONE OFFICE SOLUTION	OFFICE SUPPLIES	23.78
PER MAR SECURITY SERVICES	SECURITY MONITORING	16.73
PETERBILT OF SIOUX CITY	VEHICLE REPAIR	108.61
PIONEER AUTO	VEHICLE MAINTENANCE	22.00
PITNEY BOWES GLOBAL FIN	POSTAGE MACHINE LEASE	454.92
PIZZA RANCH-FIRE	MEETING EXPENSE	172.97
PORT NEAL WELDING CO	PLOW REPAIR	191.5
RIVERSIDE TECHNOLOGIES INC	NETWORK SUPPORT/MAR 17	1399
SANDRY FIRE SUPPLY LLC	HELMETS/EQUIPMENT	2,600.32
SERGEANT BLUFF FOOD PANTRY	APR 2017 FOOD PANTRY EXP	800
SIOUX CITY YAMAHA INC	VEHICLE MAINTENANCE	38.98
SIOUXLAND CHAMBER OF COMM	WASHINGTON CONFERENCE	1,800.00
SIOUXLAND DAIRY QUEENS	COMMCON MEALS	1,070.00
SPEEDY ROOTER	SERVICE	95.23
STAN HOUSTON EQUIP	PERMA-PATCH/SUPPLIES	870.29
STATE HYGIENIC LABORATORY	LAB FEES	60

STEFFEN	VEHICLE REPAIR	3,582.38
STOKES ELECTRIC INC	SERVICE	893.42
STRAUB, AMBER	REMAINING WATER DEPOSIT REF	125.9
TASER INTERNATIONAL	CEW ANNUAL PAYMENT	180
TASER INTERNATIONAL	SUPPLIES	43.42
TRAUM, TODD	JANITORIAL SERVICES	208
TREAT AMERICA FOOD SERVICES	LAW ENF ACADEMY LUNCH	8.18
ULINE	SUPPLIES	81.1
UNION PACIFIC RAILROAD CO	INSTALL LIGHTS/GATES/DOGWOOD	1,084.32
VAN METER INDUSTRIAL	ELECTRICAL SUPPLIES	135.14
VOGT, JESSIE	REIMBURSE FOR ID FEE	1
WATCHGUARD VIDEO	EQUIPMENT	4,820.00
WELLMARK INC	ANNUAL FLEX ADMIN/PROC. FEES	961.6
WESCO RECEIVABLES CORP	ELECTRICAL EQUIPMENT/LLOYD	20,833.50
WESCO RECEIVABLES CORP	ELECTRICAL SUPPLIES	4272.9
WESCO RECEIVABLES CORP	ELECTRICAL SUPPLIES/LLOYD	533.9
WESCO RECEIVABLES CORP	TRANSFORMER/LLOYD	9,880.00
WESTERN AREA POWER ADMIN	FEB 2017 POWER PURCHASED	18,133.01
WESTERN DISPOSAL INC	CARTS/COLLECTION EXPENSE	12254.29
ZEE MEDICAL SERVICE	FIRST AID KIT SUPPLIES	33.65
ZIEGLER INC	AUTOMOTIVE REPAIR	1,253.15

Motion by Carol Clark second by Bill Gaukel to Approve Bills: Check Numbers 72470 to 72555 in the amount of \$155,645.44. Motion Carried. [Unanimous]

VI. DISCUSSION/ACTION ITEMS:

1. Open Public Hearing

Motion by Carol Clark second by Ron Hanson to Approve Open Public Hearing. Motion Carried. [Unanimous]

2. Public Hearing on Proposal to Enter into a General Obligation Purpose Loan Agreement

Roll call: Present - Gaukel, Clark, Cleveland, Hanson, Linafelter. Absent - none.

3. Close Public Hearing

Motion by Ron Hanson second by Bill Gaukel to Approve Close Public Hearing. Motion Carried. [Unanimous]

4. RES 17-10 Taking Additional Action on Proposal to Enter into a General Obligation Corporate Purpose Loan Agreement and Providing for the Levy of Taxes to Pay the Same

Aaron noted that the loan is not to exceed \$1,000,000.00 but looking at \$760,000.

Motion by Carol Clark second by Bill Gaukel to Adopt RES 17-10 Taking Additional Action on Proposal to Enter into a General Obligation Corporate Purpose Loan Agreement and Providing for the Levy of Taxes to Pay the Same. Motion Carried. [Unanimous]

5. Open Public Hearing

Motion by Nicole Cleveland second by Ron Hanson to Approve Open Public Hearing.
Motion Carried. [Unanimous]

6. Public Hearing on Proposal to Enter into a Water Revenue Loan and Disbursement Agreement

Roll call: Present - Gaukel, Clark, Cleveland, Hanson, Linafelter. Absent - none.

7. Close Public Hearing

Motion by Carol Clark second by Ron Hanson to Approve Close Public Hearing. Motion Carried. [Unanimous]

8. RES 17-09 Taking Additional Action with Respect to a Water Loan and Disbursement Agreement and Authorizing, Approving and Securing the Payment of \$310,000 Water Revenue Loan and Disbursement Agreement Anticipation Project Note (IFA Interim Loan and Disbursement Agreement)

Aaron noted that this is a 3 year, zero interest loan for preliminary design. Aaron stated this loan will get us up to the bidding stage and that the remainder will roll over into a construction loan once the project is approved.

Motion by Bill Gaukel second by Ron Hanson to Adopt RES 17-09 Taking Additional Action with Respect to a Water Loan and Disbursement Agreement and Authorizing, Approving and Securing the Payment of \$310,000 Water Revenue Loan and Disbursement Agreement Anticipation Project Note (IFA Interim Loan and Disbursement Agreement). Motion Carried. [Unanimous]

9. Approval of UPRR Supplemental Agreements for Signalization at Warrior Rd and 4th Street

The previous agreements allowed the widening of the intersections and to get track improvements, these supplement agreements are for the signals. This is the last stage required from the City to begin the quiet zone project with UPRR.

Motion by Bill Gaukel second by Nicole Cleveland to Approve Approval of UPRR Supplemental Agreements for Signalization at Warrior Rd and 4th Street. Motion Carried. [Unanimous]

10. Authorize Mayor to Sign Attorney Fee Contract - Hourly with Munger, Reinschmidt & Denne, L.L.P.

Motion by Carol Clark second by Bill Gaukel to Approve Authorize Mayor to Sign Attorney Fee Contract - Hourly with Munger, Reinschmidt & Denne, L.L.P.. Motion Carried. [Unanimous]

11. Authorize City Staff to Apply for a MHRD Grant

Aaron explained that over the past few years MHRD has offered this grant for \$10,000, this year it is increased to \$15,000. Aaron stated our grant writer will be helping with specifics. The city has two departments that have asked about applying for this grant, Police and Fire. Police Chief Pack stated that a firehouse grant has already been applied for. The Police Department needs 9 radios, current budget allows for 3, this grant would help get 3 more, and then the grant writer will be helping to locate future grants. Bill asked Chief Pack about how the MHRD board looks at grants. Does entering more than one application hurt the chances of the departments being selected? Aaron stated Mark

Monson from the MHRD board stated that the departments would be competing against each other. Assistant Fire Chief Drew Baier explained the needs the Fire Department would be requesting a grant for; a device that would be a hands-off system that would continue compressions on a patient even when transporting. A device like this runs between \$12,000 - \$15,000. Bill asked what body sizes this would cover. Drew stated there is a range of body sizes this would cover, yet there are some that would be too small or too large. Motion to proceed with applying for both the Police and the Fire grants.

Motion by Bill Gaukel second by Carol Clark to Approve Police and Fire to both Apply for a MHRD Grant. Motion Carried. [Unanimous]

12. T-Shirt/Jersey Contract

Parks Board has been looking at contracts for a t-shirt company. The hope would be to obtain better pricing with having a 3-year contract. Currently there is no contract utilized when ordering shirts or jerseys. Carol Clark mentioned our local business in town, Little Red Embroidery. Council discussed the potential conflict of interest with a member of the Parks Board working for a t-shirt company. Brent Brown stated that the board member has abstained from voting. Mark Huntley suggested potentially having a sealed bid that were not open until in front of Council or the Parks Board. Bill asked if there was a substantial benefit with going for a 3-year bid? Brent noted that the amount of years could be modified. Jim stated that a year would be a good time frame for a contract. Nicole also agreed with a one year contract. Motion to go out for bids for a one year contract for the t-shirt, winning bid would be the lowest bid. Bill stated the terms need to be defined in the bid. Brent will look at those terms and modify.

Motion by Jim Linafelter second by Carol Clark to Approve Going out to Bid for a One-Year T-Shirt/Jersey Contract. Motion Carried. [Unanimous]

13. Authorize Parks and Rec Director to Solicit Bids for Gym Flooring

Brent, along with Aaron Lincoln, have developed documents to send out for bids regarding new gym flooring and permanent hoops.

Motion by Carol Clark second by Ron Hanson to Approve Authorize Parks and Rec Director to Solicit Bids for Gym Flooring. Motion Carried. [Unanimous]

VII. RESOLUTION(S):

1. RES 17-05 Establish Compost Site Service Fees

Council all give kudos to the Mayors committee for their work on this project.

Motion by Bill Gaukel second by Carol Clark to Adopt RES 17-05 Establish Compost Site Service Fees. Motion Carried. [Unanimous]

2. RES 17-08 Approve Destruction of Records According to the Records Retention Manual for the City of Sergeant Bluff

Motion by Ron Hanson second by Nicole Cleveland to Adopt RES 17-08 Approve Destruction of Records According to the Records Retention Manual for the City of Sergeant Bluff. Motion Carried. [Unanimous]

3. RES 17-11 Authorize Early Retirement of the Twelve Month Power Cost Adjustment (PCA) for the Electric Utility.

Aaron spoke to answer the question of how much are we looking at saving the tax payers. Council discussed retiring 2 versus 3 months early. Shari Miller spoke about the savings and the status of the electric fund. Motion to retire the PCA 2 months early instead of 3. Bill stated that the monies have been cash flowing every month. Bill would prefer to go 3 months knowing that the PCA accomplished what it was intended to accomplish.

Motion by Jim Linafelter second by Nicole Cleveland to Adopt RES 17-11 Authorize Early Retirement of the Twelve Month Power Cost Adjustment (PCA) for the Electric Utility Two Months Early. Motion Carried. [4 to 1]

VIII. ORDINANCE(S):

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

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

2. ORD 651 Establish a Public Library and to Provide for the Appointment, Powers and Duties of a Board of Library Trustees. (First Reading)

Ann Petersen with the Library Committee spoke regarding the Ordinance. The Ordinance was purposefully written to allow for Shari Miller to be our out of town member. Sarah Kleber, City Attorney, stated that she could not be a member since she is the Cities Finance Director. Ann's suggestion was to leave the wording the way Sarah has amended the document until the time and place then position could be filled by Shari. Ann discussed Sarah's amendments. Questions will be asked during the DC trip by council attending. Seems like an antiquated notion that there is still even a county library.

Motion by Carol Clark second by Nicole Cleveland to Adopt ORD 651 Establish a Public Library and to Provide for the Appointment, Powers and Duties of a Board of Library Trustees. (First Reading). Motion Carried. [Unanimous]

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

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

IX. DEPARTMENT HEADS' REPORTS:

A. *Parks & Recreation:*

Brent Brown updated the council with the spring soccer push to get started. Brent gave kudos to Jeremy Bach with Public Works for building new soccer goals for Bishop Field. There has been a lot of activity at the community center lately with large events. Brent noted that March 27th through the 30th is the Parks and Rec Conference, so Jacob and Brent will be out.

B. *Public Works:*

Mark Huntley noted that Jeremy built 4 goals for the soccer fields and Larry was able to fix the plow for \$280 instead of \$3200. Mark stated how nice it is to have employees with

the skills to take on some of these projects themselves instead of paying to have the work done. The Department is working on Lloyd properties, setting boxes and preparing load management switches. Mark informed council that 9 bids were accepted for the new building which has now been narrowed down to 2. More information will come to the next meeting with regards to awarding a contract.

C. Police Department:

Chief Pack presented his statistics for the month. Pack noted that even though the statistics look to be a slow month there have been some major activities going on. A warrant was executed last week and there was a substantial drug dealer taken out of our community. Congrats to the SBL Boys for a great job at the State Basketball Tournament. The Archery team went to state and finished third with 53 total teams. 130 kids participate in the archery program at SBL with 48 of those qualifying for state. Pack stated its been busy and commends his guys for the wonderful job. Ron Hanson stated kudos to the entire team on the incident behind the Air Base. Chief stated it was great with all departments getting involved together.

D. Finance:

Shari Miller presented to council that the budget has been filed on time, again. Meetings are set to go over grant options. City Hall staff has been working on new forms and procedures for the compost site. Cross training has been on going in the office, one of which with Liz learning more about utility billing. Happy Birthday to Nicole Cleveland.

E. Inspections:

Dave Christensen was not in attendance but his statistics were delivered to the council for review.

F. Fire Department:

Assistant Fire Chief, Drew Baier, stated current statistics and noting members are heavily involved with training. Several high school students are also involved with these training's. Vehicles are in the process of getting tested so there will be some pumping and draining going on. Remodeling will soon begin on several rooms of the Fire House. Bids will be soon coming in to paint the large tower behind the Fire House along with welding for rails and such. Aaron gave thanks for the little things the department does outside of regular duties, like ushering the boys in and out of town for the State Basketball game. Bill gave appreciation for Drew being in attendance tonight knowing it is hard for them to get away.

X. ADMINISTRATOR'S REPORT:

Aaron presented his report for the past week. Aaron spoke about items CF Industries is selling off and purchases the city plans to make. First Street reconstruction project was approved by the MPO Transportation committee for year 2021. Aaron and Mark Huntley met with Judy Monson about prepping the road to the cemetery.

XI. COUNCIL MEMBER'S REPORTS & COMMENTS:

Jim spoke about Convergys regarding their transformer and how to go about getting it paid for. Boys Basketball, what a great deal. Jim asked for thoughts and prayers for his mom with pancreatic cancer. Bill gave congratulations to the boys' basketball team. Bill noted he was blown

away by the size of the crowd that was in attendance. Bill received a lot of questions about how the coverage of the games were handled. Please contact abest@iahsaa.org and let him know your thoughts and to ken@ihssn.com. Iowa sports should never be pay for play. Bill wanted to discuss our City energy rebate program, Bills take on it was that it is just a reporting function but not necessarily discourage people from the program. Ron commented that the program needs to be looked in to. Ron's take on it was maybe so many days after receipt. Nicole stated possibly the Mayors committee could look at this. Mark discussed how his parents are being penalized since they pick appliances out but don't take possession until later in the year. Discussion ensued about how to modify and update Energy Rebate Program. Staff to develop changes and bring back to council at the next meeting. Carol would like to say Happy 32nd Birthday to Nicole Cleveland. Congratulation Warriors out of 362 teams to come in second. The boys should be most proud of the sportsmanship trophy. Nicole is extremely proud of all our teams, especially the basketball team, archery, wrestling. We have lots to be proud of, having great sportsmanship should be primary. Ron Hanson, 1983 graduate, very very proud of this year's basketball team. Second place means nothing compared to the sportsmanship trophy. Be very very proud of the sportsmanship trophy.

None

XII. ADJOURNMENT:

Motion by Linafelter second by Gaukel to adjourn meeting. Motion Carried. The meeting was adjourned at 7:42 pm.

Mayor/Mayor Pro-Tem

Attest:

Michelle Colvert, City Clerk