

# SERGEANT BLUFF, IOWA

## City Council Minutes

Council Chambers, 5:30 PM

January 9, 2018

### 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 Jim Linafelter second by Carol Clark to Approve the Agenda. Motion Carried. [Unanimous]

### III. APPROVAL OF THE MINUTES:

1. Approve the December 12, 2017 Regular Meeting

Motion by Bill Gaukel second by Carol Clark to Approve City Council - Regular Meeting - Dec 12, 2017 5:30 PM. Motion Carried. [Unanimous]

### IV. CITIZEN'S INPUT:

### V. CONSENT ITEMS:

#### A. Approval of the Bills:

1. Bills: Check Numbers 74575 to 74673 in the amount of \$258,226.64

ABSOLUTE SCREEN ART	JERSEYS/SHIRTS	929.50
ABT MAILCOM	DEC 2017 BILL & MAIL PROCESSING	1578.00
ADVANCED SYSTEMS INC	COPIER LEASE	854.91
AHLERS & COONEY PC	LABOR RELATIONS	118.00
A-OX WELDING SUPPLY CO INC	T CYLINDER LEASE	188.95
APPEARA	CLEAN LINENS/MATS/UNIFORMS	311.79
AVAYA FINANCIAL SERVICES	TELEPHONE SYSTEM	124.82
AXON ENTERPRISE INC	CARTRIDGES	130.16
BARNES & NOBLE	LIBRARY BOOKS	577.52
BATTERIES PLUS	BATTERY	73.90
BENTSON PEST MANAGEMENT	PEST CONTROL	89.88
BOLTON & MENK	LEGAL EXPENSES	4000.00
BOMGAARS	SUPPLIES	21.99
CARDIS MFG CO	FENCE MOVING	750.00
CENTURY BUSINESS PRODUCTS	CONTRACT INVOICE	199.29
CERTIFIED TESTING SERVICES INC	QUIET ZONES PROJECT	177.00
CHESTERMAN CO	DRINKING WATER EXPENSE	24.40

CITY OF SIOUX CITY UTILITIES	WATER PURCHASE	897.60
CREATIVE PRODUCT SOURCING	SUPPLIES	35.00
DAY'S DOOR COMPANY	DOOR REPAIR	373.09
DELL FINANCIAL SERVICES	LAPTOP LEASE/PD LEASE	189.75
DGR	2018 WATER SYSTEM IMPROVEMENTS	358.95
DGR	ENGINEERING SERVICES	49.50
DGR	WATER SYSTEM IMPROVEMENTS	826.38
DIAMOND VOGEL PAINT CENTER	PAINT/PUMP	145.43
DIRECT AUTOMATION	SUPPORT SERVICES	1972.06
FAREWAY	SUPPLIES	5.18
FEDEX	SHIPPING	10.36
FRY & ASSOCIATES INC	EQUIPMENT	91.90
GCC ALLIANCE CONCRETE CO.	CONCRETE	672.00
GCR	VEHICLE REPAIR	210.00
HAIGHT, CASEY	ELECTRIC DEPOSIT REFUND	65.39
HAWKINS WATER TREATMENT	EQUIPMENT	435.91
HEIDMAN LAW FIRM	LEGAL EXPENSES	3796.50
HENJES CONNER & WILLIAMS PC	AUDIT SERVICES/PROF SVCS	35710.00
INDEPENDENCE WASTE	PORT TOILET RENT	598.00
INTERNATIONAL CODE COUNCIL	EDUCATIONAL TRAINING SESSIONS	775.00
IOWA CODIFICATION INC	ORDINANCE SUPPLEMENT	429.00
IOWA ONE CALL	LOCATES	60.50
IOWA PRISON INDUSTRIES	SIGN	21.90
IA STORMWATER EDUCATION PART.	MEMBERSHIP JAN-JUN 18	925.00
JACKS UNIFORMS AND EQUIPMENT	CLOTHING ALLOW/EQUIP	983.70
JENSEN SPRINKLER	SPRINKLER REPAIR	676.24
KNIFE RIVER MIDWEST LLC	PATCH 4TH ST RR XING	687.75
KNOVA'S CARPETS, INC.	FLOORING	7749.11
KOMPAN INC	PLAYGROUND EQUIPMENT PARTS	146.00
LG EVERIST INC	SAND	441.03
MATHESON TRI-GAS INC	PROPANE	17.36
MCCLURE ENGINEERING COMPANY	2017 STORM DRAINAGE STUDY	8345.00
MENARDS-SIOUX CITY	BUILDING SUPPLIES	70.48
MIDSTEP SERVICES	JANITORIAL EXPENSE	310.00
MIDWEST WHEEL COMPANIES	EQUIPMENT	153.34
MUNICIPAL ENERGY AGENCY OF NE	MONTHLY RITA INSTALLMENT	1427.70
NEBRASKA SALT AND GRAIN CO	ICE CONTROL SALT	1828.50
OLSSON ASSOCIATES	RIVERBEND/LLOYD PROJ	2255.50
OLSSON ASSOCIATES	RR CROSSING UPGRADES	3500.00
ONE OFFICE SOLUTIONS	OFFICE SUPPLIES	48.72
PERMA-BOUND	LIBRARY BOOKS	53.43
PETERBILT OF SIOUX CITY	VEHICLE REPAIR	8.82
PIZZA RANCH	MEETING EXPENSE	168.28
POWERPLAN	VEHICLE FILTER	35.23
QUALITY TELECOMMUNICATIONS	SERVICE CALL	80.00
RIVERSIDE TECHNOLOGIES INC	FIREWALL LICENSE	110.00
SERGEANT BLUFF FOOD PANTRY	FEB 2018 FOOD PANTRY EXP	800.00
SERGEANT BLUFF-LUTON CSD	SHARED TRANSPORTATION DIRECTOR	8388.86
SIOUX CITY JOURNAL	ADVERTISING/FARMERS MKT	7.92
SIOUX CITY JOURNAL	ADVERTISING/FIN DIR	667.00
SIOUXLAND HYDRAULIC	AUTOMOTIVE REPAIR	88.32
SIOUXLAND REG TRANSIT SYSTEM	SENIOR CENTER TRANSPORTATION	426.00

SKARSHAUG TESTING LABORATORY	EQUIPMENT	33.85
SOOLAND BOBCAT	VEHICLE SUPPLIES	59.70
STAN HOUSTON EQUIPMENT	SIDEWALK REPAIRS	60.00
STEFFEN	PARTS/VEHICLE REPAIR	1640.60
STEVENSON, LEON & BONNIE	SEPTIC REIMBURSEMENT PER AGMT	1700.00
TAGGART'S POWERSPORTS	VEHICLE MAIN/FIRE DEPT	533.39
TAGGART'S POWERSPORTS	VEHICLE REPAIR	52.27
THELANDER, TRISHA	ENERGY EFF PROG/REFRIGERATOR	50.00
TIMECLOCK PLUS	TIMECLOCK SOFTWARE	6839.25
TRAUM, TODD	CLEANING SUPPLIES	14.95
TRAUM, TODD	DEC 2017 JANITORIAL SERVICES	208.00
UNION PACIFIC RAILROAD CO	QUIET ZONES PROJ	89693.76
VAN METER INDUSTRIAL INC	LED WALL LIGHTS	755.73
VAN-WALL EQUIPMENT INC	PARTS	220.74
VICTORY VINYL ART-FX	DECALS	47.04
WARD, JORY	REIMBURSE FOR VEHICLE MAINT	15.00
WARD, JORY	REIMBURSE/LIGHT	16.70
WATCHGUARD VIDEO	VEHICLE EQUIPMENT	535.00
WAUHOB'S TRUCK STOP SIGN SHOP	LETTERING ON CRUISER	550.00
WESCO RECEIVABLES CORP	1ST STREET BEAUTIFICATION PROJ	45628.20
WESCO RECEIVABLES CORP	ELECTRICAL SUPPLIES	1319.56
WESCO RECEIVABLES CORP	STREET LIGHT FIXTURES/SERENITY	9230.00
WOODBURY COUNTY STARCOMM	STARCOMM SERVICES	718.70
ZEE MEDICAL SERVICE	FIRST AID KIT SUPPLIES	25.40

Motion by Ron Hanson second by Bill Gaukel to Approve Bills: Check Numbers 74575 to 74673 in the amount of \$258,226.64. Motion Carried. [Unanimous]

***B. Approval of Financial Reports:***

1. Approval of Financial Reports

Carol asked about a charge that is always on the list, delinquent notice charge - Shari informed council that the charge is for delinquent notices being mailed to residents.

Motion by Ron Hanson second by Bill Gaukel to Approve Approval of Financial Reports. Motion Carried. [Unanimous]

**VI. DISCUSSION/ACTION ITEMS:**

1. Proclamation For Slavery and Human Trafficking Prevention Month

Bernadette from the Siouxland Coalition Against Human Trafficking spoke to the council. Bernatte spoke about how the awareness has helped to bring attention to the issue. The slogan "If you see something say something!" is highly encouraged. Mayor read the proclamation into the record.

2. Approval of FY17 Annual Financial Report Presented by Henjes, Conner & Williams PC

Don Klynsma with Henjes, Conner & Williams gave an overview of the FY17 Annual Financial Report. Bill Gaukel informed Don that Annette has represented the company very well with communicating with the city. Shari and Mayor gave thanks to city staff and Henjes for a smooth audit.

Motion by Jim Linafelter second by Carol Clark to Approve Approval of FY17 Annual Financial Report Presented by Henjes, Conner & Williams PC. Motion Carried. [Unanimous]

3. Council to Authorize Police Chief Pack to Sign Contract Amendment with Siouxland Humane Society

Chief Pack explained how the process works. Chief also noted that local business, Bowser's Boutique, also helps tremendously with retaining the dogs while the animal is posted on social media. This option allows the animals to stay in town if possible.

Motion by Bill Gaukel second by Ron Hanson to Approve Council to Authorize Police Chief Pack to Sign Contract Amendment with Siouxland Humane Society. Motion Carried. [Unanimous]

4. Approval of Budget Amendment Request from Community Development Corporation (CDC) for Midwest Onshoring's Support of Dogwood Business Park

Dean LaFrentz with the Community Development Corporation, CDC, was in attendance. Dean mentioned that over the last 6 months talks have gone on about how to market the Dogwood Trail property. The CDC feels they need to get more aggressive with marketing. Midwest Onshoring out of North Sioux City approached the CDC to help market the property. Phase I would be to create marketing materials at a request of \$2900 a month with a maximum of 4 month and an additional \$250 per month for printing materials. \$12000 for this year is being asked for so that CDC can engage in services with Midwest Onshoring. Dan McNamara is part of this organization and will be lead on this project. Dan is known around the Siouxland area especially in South Sioux City and has the economic development experience. Jim asked dollar for dollar if they were to elect a company that is more established than Midwest Onshoring how would that look. Mayor commented that the costs would be well above \$12000. Carol asked if the \$12000 for the year is needed right now. The funds would be needed for this calendar year not fiscal. Dean also noted that the area needs an official name and Midwest Onshoring can do that and create identity for the location.

Motion by Bill Gaukel second by Ron Hanson to Approve Approval of Budget Amendment Request from Community Development Corporation (CDC) for Midwest Onshoring's Support of Dogwood Business Park. Motion Carried. [Unanimous]

5. Approval of Council Committee Appointments

Motion by Carol Clark second by Nicole Cleveland to Table Approval of Council Committee Appointments. Motion Carried. [Unanimous]

6. Volleyball Net System

Brent discussed that the funds will be returned by renting the facility to outside volleyball teams. Quote is for \$2597 from Bison. Hoff Sports agreed to match Bison's bid. Brent recommends Hoff Sports. City council feels like the bid should go to Bison since they provided the best quote. Motion to buy from Bison for \$2597.

Motion by Jim Linafelter second by Carol Clark to Approve Volleyball Net System. Motion Carried. [Unanimous]

7. Advertise for Summer Adventure Camp and Outdoor Pool Staff

Motion by Carol Clark second by Ron Hanson to Approve Advertise for Summer Adventure Camp and Outdoor Pool Staff. Motion Carried. [Unanimous]

8. Extend Energy Rebate Program

Motion by Ron Hanson second by Jim Linafelter to Approve Extend Energy Rebate Program. Motion Carried. [Unanimous]

9. Tax Abatement: 526 & 801 Kingston Circle

Motion by Carol Clark second by Nicole Cleveland to Approve Tax Abatement: 526 & 801 Kingston Circle. Motion Carried. [Unanimous]

VII. ORDINANCE(S):

1. ORD 665 Amending Chapter 56 Dangerous and Vicious Animals (First Reading)

Motion by Jim Linafelter second by Ron Hanson to Adopt ORD 665 Amending Chapter 56 Dangerous and Vicious Animals (First Reading). Motion Carried. [Unanimous]

VIII. DEPARTMENT HEADS' REPORTS:

A. *Parks & Recreation:*

Brent presented that the K-3 basketball league has started with very similar numbers to last year, camp numbers were up as well. Aaron Hughes polled the coaches after the first games to check on referring issues. Hot Shot competition will be Friday February 16th at community center. Spring volleyball league registrations will be going out soon. Summer Adventure camp activities are being worked out. Trees Please grant was received today. Ron heard that the basketball tournament held over the holiday was one of the best they have attended.

B. *Public Works:*

Mark updated the council on how the guys have refurbished a 1969 trailer, in lieu of needing to purchase a new one. Mark explained to council, due to calls received, that when there is an inch of snow it makes no sense to plow and burn the bits off the plows. Mark updated council that the diesel barrel froze up and there may be an underground leak. Mark will check that out and see what needs to be done. Christmas decorations are down and do need to be upgraded.

C. *Police Department:*

Chief Pack presented his statistics for the past month. There is a trend of accidents going down, could be due to the new lights and the timing. Pack updated council on Officer Fay's progression along with the K-9 opportunities. Archery is currently undefeated, Pack noted that on the 3rd and 10th of February there will be a tournament in Sergeant Bluff.

D. *Finance:*

Shari stated that her and Aaron Lincoln have been working on the CIP. Meetings have been held with, grant writer, Tami Coil as well. The valuations were prepared in December and after contacting Julie Connolly with the county assessor's office it was

determined those numbers were inaccurate. Once they have been updated Shari will provide those numbers. Good job on the audit prep was given to Shari by the council.

***E.     Inspections:***

Dave gave his statistics for December. Lloyd properties have been moving along quite well. Oak Hills parking violations are down with 14 citations currently mailed out.

***F.     Fire Department:***

***G.     Library:***

Dale Petersen, Library Project member, thanked the council for their support of the library. The Library Project had a very successful holiday fundraiser. Tiny Cat software will be funded with the proceeds to help catalog the books. Upcoming fundraiser will be called Solve the Library Puzzle, the goal is to get the public more involved with the progression of the library. There is a board vacancy still as of today. There are two laptops at the facility and there is not internet access. Dale remarked how blessed the project has been with wonderful volunteers. Mayor stated that there is potential for a librarian in the future.

**IX.    ADMINISTRATOR'S REPORT:**

Aaron Lincoln reported regarding the meeting he had with WAPA. Aaron noted that rates should stay consistent or could possibly go down, seems to be the potential trend for MEAN as well. There is going to be a Highway 20 study and SIMPCO is looking for matching funds to help with the study, looking for \$350. Aaron along with Mark Huntley and the Mayor have communicated with Analytical Consulting who is outgrowing their current facility and is looking to expand. The city owns some land that could potentially be sold to allow them to extend their building. Aaron mentioned that this item will be on an upcoming agenda item to get approval to move forward with selling the property. This is a great opportunity to help a business to thrive and grow. Aaron talked about the fire at the cities rental property. There is conversation about whether to rebuild the garage that was a total loss.

**X.     COUNCIL MEMBER'S REPORTS & COMMENTS:**

Jim noted that a couple months ago the council received the letter about SBL standing for Sports Before Learning. Jim wanted to mention that Sergeant Bluff – Luton Community School District was recently awarded the High-Performing Award for Iowa School Report Card, the second highest tier. Jim noted SB-L was the only school in the area to be awarded this. Jim noted that the boosters raised \$13000 during the holiday basketball tournament. A couple calls were received regarding how the u-haul's are parked by Nissen Chiropractic. Nicole noted that it is National Police Appreciation Day, thanked Pack and his department. January 16th is special election day, get out and vote. Nicole gave congratulations to Rocky Dewitt on his election win for a seat with the Woodbury County Board of Supervisors. Carol is happy to be starting 2018 with such a great community. Carol shared photos of dogs defecating on the community center trail. Ron talked about irresponsible pet owners, pick up after your pets. Ron is hopeful for a great new year. Ron gave congratulations to Shawn Streck on his promotion at the 185th Air Refueling Wing, he is now a Colonel.

**XI.    MAYOR'S REPORT:**

Mayor talked about recent EMS conversations and the requests that are coming forth. The fire department is looking to add bunk rooms to accommodate on site EMS personnel. There is going to be communications about how to get this funded without taking away from the Farmers'

Market building that is in the works. There have been talks about getting a loan from Kingsley State bank to fund the fire department needs. Mayor discussed that this issue is the need for the special meeting scheduled for the 11th at 5:30pm.

XII. FYI ITEMS:

XIII. ADJOURNMENT:

Motion by Linafelter second by Hanson to adjourn meeting. Motion Carried. The meeting was adjourned at 7:22 pm.

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Mayor/Mayor Pro-Tem

Attest:

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Michelle Colvert, City Clerk