COUNCIL PROCEEDINGS

April 6, 2020

On Monday, April 6, 2020 at the Municipal Hall at 7:00 P.M. the regular meeting of the Council, City of Fredericksburg Chickasaw County was held. The meeting was held electronically / phone conference due to the COVID-19 Pandemic.

Mayor Jimmy Mitchell in the chair called the meeting to order at 7 p.m. with Council Members Doreen Cook, Dean Speicher, Randolph Leach, Sheriton Dettmer and Kyle Wendland present by conference call.

Employees present were Bob Schulz (by phone) and Cindy Lantow

Guests present were Amanda Moenk from the Fredericksburg Review, Sheriff Marty Hemann (by phone)

The Pledge of Allegiance was said by all in attendance.

A motion was made by Dettmer second by Wendland to approve the consent agenda with the addition of a building permit for Mike McNeil and Approval of the agenda; Minutes of the March 2, 2020 Regular Council Meeting & March 11, 17, Special Council Meetings; Financial Reports for February 2020 ; Summary List of Bills; Overtime/Comp. time for March 2020 - Ray 1 hrs. Overtime. All members present voting aye, motion carried.

Sheriff Martin Hemann presented the March 2020 Law Report. The month of March was an uneventful month with 54hours being spent in Fredericksburg and 860 total hours from July 2019 – March 2020 which averages 95.55 hours per month. Discussion was held on whether or not the Sheriff’s Dept. was having issues with more than 10 people gathering in one location due to the regulation with COVID-19. The Sheriff stated that at this time they had not but if need be, they can issue a citation to the group if need arises.

Public Works Director Report – Bob discussed the following –

* Bob stated that Curt said there had been some issues at the yard waste site with people dumping garbage but it looks like it has been taken care of.
* Chris Lauer has put black dirt and seeded where the trees were taken down on Southeast Avenue
* Sweeping Streets – all the town has been swept once but will be doing it again
* Chlorine Supply – Jimmy asked Bob to check into this and we shouldn’t have a problem getting chlorine for the water system
* Cold Patch – Bob will be getting prices on cold patch and is looking at getting only 8 ton this year instead of the 16 ton.
* Street Sweeper – someone was here to inspect our sweeper and will be getting a trade-in price for us.
* Cook asked Bob about a place in front of their driveway that boils each year and was wondering if there could be a water leak

City Attorney Updates – Mayor Mitchell stated that he had asked City Attorney, Beth Becker, to work on the 28E agreement for the Fire Department. No action at this time.

Building Permits –

 Bryan O’Day – addition – a motion was made by Speicher second by Dettmer to approve the permit. The Council directed Cindy to get the lot distances. They were not listed on the permit application but Speicher stated that the addition should not infringe on any lot lines. Ayes: Leach, Speicher, Dettmer and Wendland. Nays: Cook. Motion carried.

 Mike McNeil – addition to garage – a motion was made to table this by Cook second by Wendland as the proposed addition was in violation of the side lot line set back according to the City Code. All members present voting aye, motion carried.

The Library Report was in the Council packet and no one had any questions on it.

Under New Business –

1. Budget Request - $1250 from F’Burg Garden Club – a request from the Garden Club was presented to the Council in the amount of $1250 which is the amount that they normally request. A motion was made by Dettmer second by Wendland to approve this budget request for Budget FY 2020/2021. All members present voting aye, motion carried. The Mayor and Council thanks the Garden Club for all they do to help beautify the town.
2. Bids on Shelter at Niewoehner Park – Bids were opened to replace the roof at the shelter at Niewoehner Park from Building Solution and Darren Steinlage Construction - Building Solution bid was $2,339.66 and Steinlage was $3,121.95.  A motion by Leach second by Speicher to accept Building Solutions bid and to have the work done by September 1, 2020. All members present voting aye, motion carried.
3. 2nd & 3rd Readings of Ordinance No. 253-03-2020 – A Fine for No Building Permit – Motion by Dettmer second by Leach that the rules governing the adoption of the Ordinance be suspended in order that this Ordinance No. 253-03-2020 be placed upon its passage. Ayes: Leach, Speicher, Dettmer, Wendland, Cook. Nays: None. Motion carried. Motion by Dettmer second Cook that Ordinance No. 253-03-2020 be declared as having its second and third readings and that the same has been prepared for adoption. Ayes: Leach, Speicher, Dettmer, Wendland, Cook. Nays: None. Motion carried. Moved by Dettmer second by Cook that Ordinance No. 253-03-2020, An Ordinance Amending the Code of Ordinances of the City of Fredericksburg, 2016, By Adding A New Section for A Fine for No Building Permit be adopted. Ayes: Cook, Wendland, Dettmer, Speicher, Leach. Nays: None. Whereupon the Mayor declared Ordinance No. 253-03-2020 duly adopted under the suspension of the rules and to be in full force and effect from and after its publication in a newspaper of general circulation in the City of Fredericksburg, Iowa.
4. New Accounting / Utility Billing / Payroll Software – Discussion was held on the pros and cons on new software for the City. The Mayor and Cindy went over the different aspects of each program that had been reviewed. The programs that were looked at were Banyon and GWorks and after much consideration, a motion was made by Wendland second by Leach to purchase the GWorks software for $15,075.00 and then the yearly support for the first year of $2,605 for a total of $17,680.00. All members present voting aye, motion carried.
5. Ambulance – Law Suit w/County – nothing new at this time.
6. Pool Updates – Speicher Excavating will be working on the pool repairs this week or next week. Curt will be working on getting the pool ready to open.
7. Substation Work – The project has been approved and we are just waiting for some final numbers on a couple of items and still waiting to hear on our first choice for the location. The Mayor and Electric Committee will be talking about alternate sites if needed. No action taken at this time.
8. Windstream – we had a request from them to put in some fiber optic cable but after some discussion, the Council would like to have more info as to where it is all going to be placed. No action taken at this time.
9. Law Contract – Sheriff Hemann had emailed a proposed one- year contract to the City with the only changes being the date and price. The price reflected a 3 ½% increase. After discussion, a motion was made by Cook second by Wendland to approve this one-year contract for the price of $55,720.20 for 1020 hours for the fiscal year 2020 / 2021. All members present voting aye, motion carried.

Action Board Items – No action taken on any of the items below.

1. Tiling Alleys – Speicher stated that it would be approximately $8500 to tile the alley between Madison Avenue and Jackson Avenue and He will get us a price for the Alley between Hamilton Avenue and Madison Avenue, which this price might be less due to less utilities in the alley.
2. Storm Intake (Railroad & Hamilton – the cost is $8,597 to repair / replace this. Speicher Excavating will be working on this in the next couple of weeks.
3. Trail in the Pines – Wendland will be looking into this more to see what might be able to be done.
4. Salt Building – Dettmer stated that he and Bob had discussed a size of 30x30 and 18’ high with the opening the same size as the doors at the City Shop. More discussion will be held on this and hoping to have a design by the May Meeting.

There being no further business requiring Council action the meeting was adjourned with a motion by Cook second by Dettmer at 8:24 p.m.

The next regular meeting of the Fredericksburg City Council is Monday, May 4, 2020.

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 Jimmy Mitchell, Mayor

ATTEST:

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Cindy Lantow, City Administrator

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| **LIST OF BILLS**

|  |  |  |
| --- | --- | --- |
| **LIBRARY FUND** |  |  |
| AMAZON.COM | BOOKS / SUPPLIES / DVD'S  |  846.12  |
| CENGAGE | BOOKS |  274.43  |
| CITY | ELECTRIC SERVICE - 4/20 |  289.86  |
| DEARBORN NATIONAL | LIFE INSURANCE |  20.10  |
| EMC INSURANCE | GENERAL LIABILITY INSURANCE |  883.35  |
| F'BURG FOOD CENTER | SUPPLIES |  2.39  |
| THE IOWA | MAGAZINE SUBSCRIPTION |  24.00  |
| KOHLMEYER, INC | LABOR / MATERIALS  |  146.00  |
| MEDIA COM | PHONE SERVICE |  76.64  |
| NEW HAMPTON TRIBUNE  | SUBSCRIPTION |  49.50  |
| RICOH USA, INC. | COPIER FEES |  83.00  |
| UNGS, DENNY | COMPUTER MAINTENANCE |  50.00  |
| UNITED HEALTH CARE | HEALTH INSURANCE |  405.87  |
| FICA / FWT | WITHHOLDINGS - MARCH |  536.42  |
| TREASURER STATE OF IOWA | WITHHOLDINGS - MARCH |  92.48  |
| IPERS | IPERS - MARCH |  512.79  |
| PAYROLL | PAYROLL - 3/9/2020 |  1,379.44  |
| PAYROLL | PAYROLL - 3/23/2020 |  1,296.00  |
|  | **TOTAL LIBRARY ------------** |  **$ 6,968.39**  |
| **FIRE FUND** |  |  |
| FARMERS WIN COOP | PROPANE |  666.98  |
| FIRE RESCUE SPECIALTY | CALIBRATION GAS METERS |  417.05  |
| PLUNKETT'S | PEST CONTROL |  43.60  |
| SANDRY FIRE | SANITIZER  |  95.24  |
| UNGGOY | PHONE SERVICE |  19.95  |
| US CELLULAR | IPAD |  51.83  |
| VIKTUREK, ZENDA | CPR RECERTIFICATIONS |  360.00  |
| WESTY'S HARDWARE HANK | SUPPLIES |  161.36  |
|  | **TOTAL FIRE -------------------** |  **$1,816.01**  |
| **POOL FUND** |  |  |
| BLACK HILLS ENERGY | GAS SERVICE |  34.28  |
| CITY | ELECTRIC SERVICE - 4/20 |  26.75  |
| EMC INSURANCE | GENERAL LIABILITY INSURANCE |  690.69  |
| MEDIA COM | PHONE SERVICE |  39.95  |
| VANGUARD PUBLISHING | ADS |  108.00  |
| VISA | REGISTRATION FEE |  125.00  |
|  | **TOTAL POOL -------------------** |  **$1,024.67**  |
| **STREET FUND** |  |  |
| BLACK HILLS ENERGY | GAS SERVICE |  153.72  |
| CITY | ELECTRIC SERVICE - 4/20 |  278.07  |
| EMC INSURANCE | GENERAL LIABILITY INSURANCE |  4,383.08  |
| FARMERS WIN COOP | GAS/DIESEL; CALCIUM CHLORIDE; GREASE |  688.51  |
| CHRIS LAUER | LABOR - TREE REMOVAL |  3,000.00  |
| MERCHANTS BANK | FEES |  252.21  |
| VISA | TORCH TIP |  23.53  |
| ZIPS AW DIRECT | TARP |  202.32  |
| PAYROLL | PAYROLL - 3/9/2020 - OVERTIME |  460.15  |
| PAYROLL | PAYROLL - 3/9/2020 - PART-TIME |  23.44  |
| PAYROLL | PAYROLL - 3/23/2020 - PART-TIME |  15.12  |
|  | **TOTAL STREET -------------------** |  **$9,480.15**  |
| **PARK FUND** |  |  |
| EMC INSURANCE | GENERAL LIABILITY INSURANCE |  136.81  |
| FARMERS WIN COOP | GAS / DIESEL |  22.67  |
| WESTY'S HARDWARE HANK | SUPPLIES |  8.48  |
| PAYROLL | PAYROLL - 3/9/2020 |  1,348.16  |
| PAYROLL | PAYROLL - 3/23/2020 |  1,348.16  |
| PAYROLL - PARK & REC | PAYROLL - 3/23/2020 - PARK & REC |  113.39  |
|  | **TOTAL PARK -------------------** |  **$ 2,977.67**  |
| **GENERAL FUND** |  |  |
| BLACK HILLS ENERGY | GAS SERVICE |  85.48  |
| CITY | ELECTRIC SERVICE - 4/20 |  1,001.66  |
| CULVER HAHN | LIGHT BULBS / BALLAST |  242.90  |
| DEARBORN NATIONAL | LIFE INSURANCE |  20.10  |
| EMC INSURANCE | GENERAL LIABILITY INSURANCE |  2,102.69  |
| FARMERS WIN COOP | MASKS |  200.00  |
| F'BURG FOOD CENTER | SUPPLIES / ICE |  47.57  |
| GWORKS | NEW SOFTWARE - 1/2 PAYMENT |  7,537.50  |
| LANTOW, CINDY | CELL PHONE  |  40.00  |
| LANTOW, CINDY | H.SA. CONTRIBUTION |  50.00  |
| KETIH OLTROGEE, CPA | AUDIT FEES |  2,750.00  |
| MEDIA COM | PHONE SERVICE |  119.85  |
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| OFFICE OF AUDITOR OF STATE | FILING FEES | 250.00 |
| RICOH USA, INC. | COPIER MAINTENANCE |  497.67  |
| ROBINSON TELECOMMUNICAITONS | CONFERENCE PHONE SET UP |  90.00  |
| STONE REFRIGERATION | LABOR |  168.50  |
| UNITED BEVERAGE | BEER |  374.10  |
| VANGUARD PUBLISHING | LEGAL PUBLICATIONS |  466.47  |
| VISA | CUPS / GO TO MEETING SOFTWARE |  163.99  |
| WESTY'S HARDWARE HANK | SUPPLIES |  41.54  |
| UNITED HEALTH CARE | HEALTH INSURANCE |  853.37  |
| FICA / FWT | WITHHOLDINGS - MARCH |  1,073.77  |
| TREASURER STATE OF IOWA | WITHHOLDINGS - MARCH |  174.76  |
| IPERS | IPERS - MARCH |  697.02  |
| PAYROLL | PAYROLL - 3/9/2020 |  1,288.68  |
| PAYROLL | PAYROLL - 3/9/2020 - JANITOR |  117.19  |
| PAYROLL | PAYROLL - 3/23/2020 |  1,288.68  |
| PAYROLL | PAYROLL - 3/23/2020 - JANITOR |  224.50  |
|  | **TOTAL GENERAL -------------------** |  **$21,967.99**  |
| **WATER FUND** |  |  |
| BLACK HILLS ENERGY | GAS SERVICE |  162.03  |
| CITY | ELECTRIC SERVICE - 4/20 |  573.30  |
| DEARBORN NATIONAL | LIFE INSURANCE |  20.10  |
| EMC INSURANCE | GENERAL LIABILITY INSURANCE |  4,223.64  |
| FEHR GRAHAM | PROFESSIONAL FEES |  1,677.75  |
|  HAWKINS  |  CHEMICALS  |  463.18  |
|  MEDIA COM  |  PHONE SERVICE  |  30.00  |
|  MUNICIPAL SUPPLY  |  O-RING  |  13.01  |
|  SCHULZ, BOB  |  CLOTHING - REIMBURSE  |  115.00  |
|  TESTAMERICA  |  WATER TESTS  |  21.00  |
|  US CELLULAR  |  CELL PHONE  |  83.00  |
|  WESTY'S HARDWARE HANK  |  SUPPLIES  |  13.98  |
| UNITED HEALTH CARE | HEALTH INSURANCE |  731.08  |
| FICA / FWT | WITHHOLDINGS - MARCH |  911.75  |
| TREASURER STATE OF IOWA | WITHHOLDINGS - MARCH |  185.54  |
| IPERS | IPERS - MARCH |  617.08  |
| TREASURER STATE OF IOWA | SALES TAX / EXCISE TAX - 3/20 |  698.00  |
|  | **TOTAL WATER -------------------** |  **$10,539.44**  |
| **SEWER FUND** |  |  |
| ARMBRECHT, RAY | H.SA. CONTRIBUTION |  50.00  |
| ALL STOP | GAS  |  202.30  |
| CITY  | ELECTRIC SERVICE - 4/20 |  4,058.03  |
| DEARBORN NATIONAL | LIFE INSURANCE |  20.10  |
| EMC INSURANCE | GENERAL LIABILITY INSURANCE |  4,695.84  |
| ENVIRONMENTAL EXPRESS | TSS FILTERS |  580.52  |
| FEHR GRAHAM | PROFESSIONAL FEES |  1,677.75  |
| M.A.R.C. | ROOT CONTROL CHEMICALS |  341.00  |
| MEDIA COM | PHONE SERVICE |  30.00  |
| QUALITY PUMP & CONTROL | LABOR / SUPPLIES |  2,573.58  |
| TESTAMERICA | WASTEWATER TESTS |  1,932.00  |
| TEAM | CHEMICALS |  5,259.00  |
| US CELLULAR | CELL PHONE  |  83.00  |
| WESTY'S HARDWARE HANK | SUPPLIES |  132.88  |
| UNITED HEALTH CARE | HEALTH INSURANCE |  1,743.13  |
| FICA / FWT | WITHHOLDINGS - MARCH |  750.74  |
| TREASURER STATE OF IOWA | WITHHOLDINGS - MARCH |  159.02  |
| IPERS | IPERS - MARCH |  598.98  |
| TREASURER STATE OF IOWA | SALES TAX - 3/2020 |  123.00  |
| PAYROLL | PAYROLL - 3/9/2020 |  1,225.01  |
| PAYROLL | PAYROLL - 3/23/2020  |  1,225.01  |
|  | **TOTAL SEWER -------------------** |  **$27,460.89**  |
| **ELECTRIC FUND** |  |  |
| BLACK HILLS ENERGY | GAS SERVICE |  153.72  |
| DEARBORN NATIONAL | LIFE INSURANCE |  20.10  |
| GENERAL FUND | GENERAL LIABILITY INSURANCE |  3,660.94  |
| STANTON ELECTRIC | LABOR / MATERIALS  |  965.00  |
| UNITED HEALTH CARE | HEALTH INSURANCE |  372.10  |
| FICA / FWT | WITHHOLDINGS - MARCH |  628.64  |
| TREASURER STATE OF IOWA | WITHHOLDINGS - MARCH |  92.98  |
| IPERS | IPERS - MARCH |  352.36  |
| TREASURER STATE OF IOWA | SALES TAX - 3/2020 |  2,746.00  |
| PAYROLL | PAYROLL - 3/9/2020 |  2,661.62  |
| PAYROLL | PAYROLL - 3/23/2020  |  2,658.94  |
|  | **TOTAL ELECTRIC -------------------** |  **$14,312.40**  |
| **WASTE COLLECTION FUND** |  |  |
| BLACK HILLS ENERGY | GAS SERVICE |  76.86  |
| CITY | ELECTRIC SERVICE - 4/20 |  176.83  |
| DEARBORN NATIONAL | LIFE INSURANCE |  20.10  |
| EMC INSURANCE | GENERAL LIABILITY INSURANCE |  3,352.96  |
| FARMERS WIN COOP | GAS / DIESEL |  220.61  |
| FLOYD MITCHELL LANDFILL | LANDFILL CHARGES |  1,364.48  |
| JENDRO SANITATION | RECYCLING PICKUP CHARGES |  1,369.60  |
| JOHN DEERE FINANCIAL | SERVICE MATERIALS |  12.98  |
| US CELLULAR | CELL PHONE  |  83.00  |
| VISA | STROBE LIGHTS |  30.76  |
| WESTY'S HARDWARE HANK | SUPPLIES |  17.98  |
| UNITED HEALTH CARE | HEALTH INSURANCE |  835.34  |
| FICA / FWT | WITHHOLDINGS - MARCH |  851.82  |
| TREASURER STATE OF IOWA | WITHHOLDINGS - MARCH |  183.22  |
| IPERS | IPERS - MARCH |  604.37  |
| TREASURER STATE OF IOWA | SALES TAX - 3/2020 |  183.00  |
| PAYROLL | PAYROLL - PART-TIME - 3/9/2020 |  96.36  |
| PAYROLL | PAYROLL - PART-TIME - 3/23/2020 |  93.33  |
|  | **TOTAL WASTE COLLECTION ---------** |  **$9,573.60**  |
| **GUAR. DEPOSIT FUND** |  |  |
|  CITY  |  DEPOSIT REFUNDS TO ACCOUNT  |  1,450.00  |
|  ERICKSON, TAMARA  |  DEPOSIT REFUND  |  100.00  |
|  | **TOTAL GUAR. DEPOSIT -------------------** |  **$1,550.00**  |
| **SPECIAL REVENUE FUND** |  |  |
|  PAYROLL  |  PAYROLL - MARCH  |  179.29  |
|  FFC (RENO, JERRY)  |  JOB MONEY / ADVERTISING  |  5,000.00  |
|  FICA / FWT  |  WITHHOLDINGS - MARCH  |  31.88  |
| IPERS | IPERS - MARCH |  32.77  |
|  | **TOTAL SPECIAL REVENUE -------------------** |  **$5,243.94**  |
|  |  |  |
|  | **GRAND TOTAL --------------------------------------** |  **$112,915.15**  |
| **RECEIPTS** |  |  |
| **Feb-19** | GENERAL ------------------------------------------------ |  3,955.07  |
|  | LIBRARY ------------------------------------------------- |  315.00  |
|  | POOL ---------------------------------------------------- |  110.00  |
|  | ROAD USE TAX ---------------------------------------- |  11,485.85  |
|  | DEBT SERVICE ----------------------------------------- |  349.67  |
|  | GUARANTEED DEPOSITS ----------------------------- |  -  |
|  | SPECIAL REVENUE ------------------------------------ |  6,310.33  |
|  | WATER ------------------------------------------------- |  13,330.61  |
|  | SEWER ------------------------------------------------- |  77,895.37  |
|  | ELECTRIC ----------------------------------------------- |  185,488.50  |
|  | WASTE COLLECTION -------------------------------- |  8,416.61  |
|  |  |  **$307,657.01**  |
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