

COUNCIL PROCEEDINGS

July 7, 2021

On Wednesday, July 7, 2021 at the Municipal Hall at 7:00 p.m. the regular meeting of the Council, City of Fredericksburg Chickasaw County was held.

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

Employee's present – Cindy Lantow

Guests present – Amanda Moenk from the F'Burg Review, Sheriff Marty Hemann, and Jim Reisner.

The Pledge of Allegiance was said by all in attendance.

A motion by Cook second by Dettmer to approve the agenda with the following amendments – Permission for Mayor to sign the easement with Cornbelt; Building Permit Application for Quigley's Food & Drink; Personnel Discussion with possible closed session; Discussion of Life Insurance Bill and it was noted that a couple of corrections needed to be made in the June meetings minutes (These will be noted at the end of these minutes) All members present voting aye, motion carried.

Comments by Mayor – none at this time

Citizen Forum - Jim Reisner informed the Council that there seems to be some vehicles speeding on Oak Street and also notes at times there are a lot of children on that street. Jim was wondering what could be done. The mayor asked that the Sheriff check into this.

Law Report – Sheriff Marty Hemann presented the June 2021 law report with 97 hours spent in Fredericksburg in the month of June. From July 2020 – June 2021 – a total of 1,101 hours was spent in Fredericksburg. Sheriff Hemann went over the law report highlighting several dates and items for the Council. Sheriff Hemann also stated that anyone can look up names on the Iowa Sex Offender registry and the Council was informed that there are 5 sex offenders in the 50630-zip code. None of the 3 that live in town are subject to the 2000-foot rule, which means they couldn't live within 2000 feet of any schools or registered day cares. Sheriff Hemann again stressed if you see something going on that doesn't look lawful to please say something to the Sheriff's Dept.

Old Business – The mayor stated that the land for the new substation is now the City's and easements are being worked on.

City Attorney Updates – The mayor stated that he has been in contact with the City attorney regarding a past building permit denial and the attorney has not heard from any of the parties.

Library Report – The report was in the Council’s packet for their review. The Council had no comments at this time.

Building Permits – the following building permits were presented for possible approval -

Farmer’s Win Coop at 505 S. Jefferson – 500, 000-gallon storage tank to hold liquid fertilizer. A motion was made by Speicher second by Leach to approve as presented. All members present voting aye, motion carried.

Faye Elliott – new house on Mattke Avenue – A motion was made by Dettmer second by Cook to table until dimensions of the garage and the lot size is determined. All members present voting aye, motion carried.

Jim Reisner – 10’x14’ Steel Shed – Jim Reisner asked for a variance due to the fact he is asking to move-in a steel garden shed. Cook stated that the ordinance states that no steel buildings should be moved in. Discussion was held and then a motion was made by Dettmer second by Speicher to approve the permit with the variance request. Ayes: Speicher, Leach, Dettmer, Wendland. Nays: Cook. Motion carried.

Danny Lewis – Duplex at 314 Mill Street – A motion by Dettmer second by Leach to approve the permit application as presented. All members present voting aye, motion carried.

Quigley’s Food & Drink – 25’ x 25’ cement pad – a motion by Dettmer second by Speicher to approve the permit application as presented. All members present voting aye, motion carried.

New Business –

a) Tractor Bids – Councilman Leach handed out a sheet with all the pricing info from the compact tractor & attachment bids for the Council to compare on a new compact tractor and attachments. After discussion, a motion was made by Dettmer second by Wendland to approve the bid from Bodensteiner Implement in New Hampton, IA for a new John Deere 3046R w/Cab, with LDR & Bucket, 59” snowblower, 60” rotary broom, 72” rear blade and 72” rear finish mower for a price of \$56,200.00 less trade in of \$25,250 (for our present JD compact tractor & attachments) and to upgrade the 72” rear blade to 84” for an additional \$325.00 for a total price to the City of \$31,275.00. All members present voting aye, motion carried. Leach will contact the bidders and let them know the results of the bids and the outcome. (Bids were as follows – New Hampton Red Power - \$35,100.00; P & K, Sumner \$35,914.47 and Bodensteiner, New Hampton \$31,275.00)

b) High Pressured Hot Water Washer – Open Bids – the mayor opened the following bids for a high pressured hot water washer -- Hotsy – 4 gpm / 2000 psi - \$6,300.00; Midwest Alkota – 5 gpm / 2300 psi - \$7,700.00; X-Stream – Landa – 4 gpm / 2200 psi - \$5,064.00 – After discussion, a motion was made by Leach second by Cook to accept the bid from X-Stream for the Landa Hot Water Pressure Washer for \$5,064.00. All members present voting aye, motion carried.

c) Street Work / Frost Boils – Speicher had talked with Bob about how to repair the frost boils and stated that digging them out, filling with rock and to compact would be the best fix. A motion was made by Dettmer, second by Leach to hire Speicher Excavating to repair the frost boils that were discussed located at the intersection of Wesley & Birch and one on Buckeye in front of 121 Buckeye and

to not exceed \$1,500.00per location. Ayes: Dettmer, Cook, Wendland, Leach. Nays: None. Abstain: Speicher. Motion carried.

d) Engineering Water / Sewer on Lions Road / Approving Permit Fee to DNR – the purpose of engineering this location would be for the 4 new housing lots where the old rest home was located. After discussion a motion was made by Leach second by Dettmer to move forward with the engineering by Fehr Graham and to approve permit fee to be paid to the Iowa DNR. Ray Armbrrecht will contact Fehr Graham to get the process started and to make sure all is included as to what will need to be done. All members present voting aye, motion carried.

e) Park & Rec Ordinance – Ordinance No. 242-07-2021 - An Ordinance Amending & Repealing Sections / Chapters of the Code of Ordinances of the City of Fredericksburg, Iowa, By Amending / Repealing Provisions of Chapter 22 – Pool & Park Board. Chapter 22 of the Code of Ordinances of the City of Fredericksburg, Iowa will be modified to read Chapter 22 – Park & Rec Board. The Ordinance spells out the board requirements; board organization; compensation; budget certified; records & reports. The Ordinance was presented for the first reading. The Council had reviewed the ordinance and approved how it was written, a motion was made by Speicher second Leach to approve the first reading of Ordinance No. 242-07-2021 as presented. Ayes: Dettmer, Cook, Wendland, Speicher, Leach. Nays: None. Whereupon the Mayor declared Ordinance No. 242-07-2021 as having its first reading on July 7, 2021. (The ordinance will be presented for the second & third readings at the August 2, 2021 Council Meeting).

f) H.SA City Contribution – Discussion was held on the amount and how it would be distributed to the full-time employees. A motion was made by Cook second by Leach to give each full-time employee \$1500.00 to go into their H.SA account for fiscal year 2021/2022 and that it would be distributed after it is earned, with the 1st installment being made in October and after each quarter that it is earned the next installment will be put into the H.SA account. Ayes: Speicher, Leach, Cook, Wendland. Nays: Dettmer. Motion carried.

g) 28E Agreement with Northeast Iowa Community Action – Lantow asked permission to have the City Attorney to review the 28E Agreement with Northeast Iowa Community Action to make sure it is ok to be approved and to be signed. A motion was made by Dettmer second by Wendland to have the City Attorney go over the 28E and to have it on the August 2, 2021 agenda. All members present voting aye, motion carried.

h) NEI3A Updated Facility Use Agreement – A motion was made by Leach second by Speicher to sign this agreement as it is standard and to have either Cindy or Jimmy sign. All members present voting aye, motion carried.

i) Building Permit Inspector – Discussion was held on appointing someone to be a building permit compliance officer who would verify that what is being built is what the person(s) applied for in their building permit application / verifying that the fences do not block in meters and are placed

correctly. The person in this position will not be responsible to locate lot lines. After the discussion a motion was made by Speicher second by Leach to appoint Bob Schulz as the building permit compliance officer as Bob had stated that he would be willing to do. All members present voting aye, motion carried.

j) Drive Around Meter Route – Rotating Yearly – Bob had asked if the drive-around route could be rotated yearly as it takes an extra 2 hours to do when reading meters. The Council was in consensus that this shouldn't be a council decision and that it should be worked out between the workers. No action taken at this time.

k) Pool – The Council took the Park & Rec directors recommendation as to whom to hire for the Basket Room Worker at the pool for this swim season. A motion was made in the form of a resolution by Dettmer second by Cook to hire Kinnick Gordon as the basket room worker and to set his wage at \$7.25 per hour. Ayes: Speicher, Leach, Wendland, Cook, Dettmer. Nays: None. Whereupon the Mayor declared Resolution No.1327-07-2021 passed and approved as of this date.

l) Park & Rec – Painting Concession Stand – a request had been made to have the concession stand painted. The Park & Rec Committee discussed this and came up with the idea to see if the middle school grades would be willing to each paint a wall with maybe a sports related theme etc. Dettmer will be talking to the school to see if this is a possibility and to see if there is interest in this project. No action taken at this time.

Mowing hours – A motion as made by Leach second by Wendland in the form of a resolution that the \$10.00 per hour for mowing will be made thru payroll and the \$5.00 for the lease will be written as a separate check and go thru accounts payable. Whereupon the Mayor declared Resolution No. 1328-07-2021 passed and approved as of this date.

m) Moving City Liquor License to Fire Station for August 20-22 – A motion was made by Leach second by Cook to approve moving the City's Liquor License to the Fire Station at 100 Falcon Drive for August 20 – 22 for the Fire Dept's Block Party and to approve them closing the street. All members present voting aye, motion carried.

n) Request to Close off Street – Woodward to Railroad – July 10th – Glen Davis of Here's 2 U requested that Woodward Ave from Main to Railroad be closed off for a few hours on July 10th for vehicles to park when they come thru for a Memorial Ride. Motion by Speicher second by Leach to approve this. All members present voting aye, motion carried.

o) Trail Closure – fall to Winter – Leach had asked to have this on the agenda and asked the Council what they thought the plans would be for this year – to close, leave open or put-up signage. The mayor suggested to the council that they talk with people to find out the feelings of others. No action taken at this time and was tabled by the mayor.

p) Trail – Vehicles going on the Trail through Sherry Mattke ground – The mayor stated that

this has been brought up several times and the party would like to know what is going to be done about it. It was stated that when people leave the trail it isn't the City's liability, if they go on private property, they are then trespassing and if there is proof the property owner should call the Sheriff. Cook asked about putting a trail camera there. Leach will talk to the parties involved and bring his findings back to the council.

q) Electric Rebates – A motion by Wendland second by Cook to leave the electric rebate rules as they are at the present. All members present voting aye, motion carried.

r) Fiscal Year Transfers – A motion by Dettmer second by Cook to approve the necessary fiscal year-end transfers. All members present voting aye, motion carried.

s) Yearly Resolutions -

Resolution No. 1329-07-2021 - A RESOLUTION NAMING DEPOSITORIES – Be it resolved by the City Council of the City of Fredericksburg, Chickasaw County, Iowa, That the following named banks be designated as depositories of City funds in the amounts designated to wit: Northeast Security Bank in Fredericksburg, Iowa with maximum deposits of \$2,500,000; Bank Iowa in Fredericksburg, Iowa with maximum deposits of \$2,500,000; Security State Bank; Luana Savings Bank; First Citizens National Bank all in New Hampton, Iowa with maximum deposits of \$500,000 in Time Deposits only.

Resolution No.1330-07-2021 - A Resolution Allocating Funds – Be it resolved by the City of Fredericksburg, Iowa that the tax levy revenues are hereby allocated to various funds as proposed in the 2019-2020 Fiscal Year Budget, which was adopted by the Council on March 2020.

Resolution No. 1331-07-2021 - A Resolution Setting Time and Place – Be it resolved by the City Council that the time and place for the regular Council Meeting will be set for the first Monday of the month commencing at 7:00 p.m. at City Hall unless otherwise specified due to a holiday or other unforeseen conflict.

A motion was made by Dettmer second by Leach in the form of resolutions to approve Resolution 1329-07-2021 - Naming Depositories; Resolution No. 1330-07-2021 - Allocating Funds; Resolution No. 1331-07-2021 - Setting Time and Place as stated above. Ayes: Speicher, Leach, Dettmer, Cook, Wendland. Nays: None. Whereupon the Mayor declared Resolutions No. 1329-07-2021, 1330-07-2021, 1331-07-2021 passed and approved as of this date.

Yearly Contributions – The following yearly contributions were presented to the Council for action -

Senior Citizens - \$200 – A motion was made by Wendland second by Dettmer to approve the request from the Senior Citizens for the \$200.00 request. All members present voting aye except Cook who abstained, as she attends their meetings. Motion carried.

F'Burg Garden Club - \$1,250 – A motion by Dettmer second by Leach to approve the request from the F'Burg Garden Club for the \$1,250.00 request. All members present voting aye, motion carried.

Rose Hill Cemetery Board - \$2,000 – A motion by Speicher second by Dettmer to approve the request from the Rose Hill Cemetery Board for the \$2,000 request. All members present voting aye except Leach who abstained due to a conflict of interest. Motion carried.

Dairy Day Board - \$1,750 – A motion by Dettmer second by Speicher to table this request as the Council didn't have a written request. All members present at the table voting aye, motion carried. (Note absent from vote was Cook as stated by mayor as she had stepped out of the room)

U. Ambulance – 28E agreement – The mayor stated that meetings are being held and the RFP is being worked on. No action taken at this time.

V. Permission to sign easement with Cornbelt – The mayor stated that an easement is being put together and he would like the Council's permission to sign the easement when it is done and to burn the brush on the site. A motion was made by Wendland second by Cook to approve as requested. All members present voting aye, motion carried.

Discussion on Dearborn bill – The life insurance bill was discussed and noted that the benefit had never been listed in the employee handbook so the Council should decide whether or not to continue and if continuing then would need to approve payment for the month. Discussion was held and a motion was made by Leach second by Speicher to continue the \$10,000 life insurance policy for the full-time employees only and to approve this month's payment. All members present voting aye, motion carried.

Grants – TIF – The mayor updated the Council that he, Dettmer and Wendland have been working with development on a possible housing addition and holding discussions on where it should be located and that they had met with INRCOG who explained some possible grant opportunities, TIF, the idea of having a housing assessment study done and to have a financial planner evaluate our needs.

The mayor went over the action board with the Council. Noted that several items have been completed and a few more will be added. No official action was taken during this discussion.

CORRECTIONS TO PREVIOUS MINUTES –

June 7, 2021 - Sheriton Dettmer – Garden Shed – a motion by Cook second by Wendland to approve the building permit application as presented. All members present voting aye except Dettmer due to a conflict as the request was for his property. Motion carried.

June 29, 2021 - Setting Wages for Fiscal Year 2021 / 2022 – Discussion was held on setting wages for the 2021 / 2022 fiscal year. Cook suggested 2% and Wendland suggested 3%. After discussion a motion was made by Leach second by Wendland to give the fulltime employees a 3% increase and to give part-time employees a \$.40 per hour increase. All members present voting aye, motion carried. The following resolution was approved with the above motion - A motion was made by Leach second by Wendland by Resolution No. 1326-06-2021 - Resolution Setting Wages and Salaries for Appointed Office and Employees of the City through June 30, 2022 as follows - Cindy Lantow, City Administrator – \$49,903.50; Bob Schulz, Streets, Electric, Water - \$49,903.50; Curt Gruenberg, Waste Collection, Parks & Pool - \$49,903.50; Ray Armbrrecht, Treatment Plant Operator - \$49,903.50; Erica Harris at \$17.40 per hour; Trevor Harris at \$17.40 per hour; Diana Bisping at \$13.90 per hour and David Fay at \$13.40 per hour. Be it resolved by the Council of the City of Fredericksburg, Iowa, the following

employees and positions named above shall be paid the designated salaries for the 2021/2022 fiscal year. The City Administrator is hereby authorized and directed to issue checks/warrants biweekly for full-time employees and monthly for part-time employees, less legally required and authorized deductions from the amounts set out and to make such contributions to IPERS and FICA, income tax withholding, payroll insurance or any other purpose as required by law or City Council, all subject to audit and review by said City Council. Ayes: Speicher, Dettmer, Cook, Wendland, Leach. Nays: None. Whereupon the Mayor declared Resolution No. 1326-06-2021 passed and approved as of this date.

Personnel Discussion – The mayor stated that the Council had made a request to have a personnel discussion and asked Lantow if she wanted to go into closed session. Lantow requested to go into closed session. A motion was made by Speicher second by Dettmer to go out of regular session. Ayes: Speicher, Leach, Dettmer, Cook, Wendland. Nays: None. Motion carried. A motion was made by Dettmer second by Leach to go into closed session. Ayes: Speicher, Leach, Dettmer, Cook, Wendland. Nays: None. Motion carried and the mayor announced that the meeting was now in closed session.

After the closed session ended and with it being noted that no action was taken during closed session, a motion was made by Cook second by Leach to go out of closed session. Ayes: Speicher, Leach, Dettmer, Cook, Wendland. Nays: None. Motion carried. A motion was made by Dettmer second by Wendland to go back to regular session. Ayes: Speicher, Leach, Dettmer, Cook, Wendland. Nays: None. Motion carried.

There being no further business requiring Council action the meeting was adjourned with a motion by Leach second by Speicher at 9:26 p.m. All members present voting aye, motion carried.

The next regular meeting of the Fredericksburg City Council is Monday, August 2, 2021 at 7 p.m.

Jimmy Mitchell, Mayor

ATTEST:

Cindy Lantow, City Administrator

CLAIMS REPORT VENDOR	REFERENCE	AMOUNT
20/20 FX	LABOR / SUPPLIES	50.00
ELECTRICAL ENGINEERING & EQUIP	SERVICE GENERATOR	1,348.24
ALL STOP	GAS	207.71
AMAZON.COM	LIBRARY SUPPLIES	460.17
BLACK HILLS ENERGY	GAS SERVICE	1,193.13
BLAZEK CORPORATION	LABOR	345.00
BUTLER COUNTY REC	ELECTRIC SERVICE	137,622.59
FRIENDS OF CAMANCHE PUBLIC LIB	BOOKS	15.00
CEDAR VALLEY BLDG SUPPLY	MATERIALS	177.45
CENGAGE LEARNING	LIBRARY SUPPLIES / BOOKS	1,476.63
CENTER POINT LARGE PRINT	LIBRARY BOOKS	670.50
CENTER POINT LARGE PRINT	LIBRARY BOOKS	186.05
CHICKASAW CO AUDITOR	AMB SRVS AGREEMENT 1 QTR	4,602.50
CHICKASAW CO SHERIFF	LAW CONTRACT	28,962.90
CHICKASAW CO TREASURER	LOAN PAYMENT	5,114.91
CINDY LANTOW	CELL PHONE REIMBURSE	40.00
CITY OF FREDERICKSBURG	ELECTRIC SERVICE	8,355.41
CULVER HAHN	SUPPLIES	199.23
DEARBORN NATIONAL LIFE	LIFE INSURANCE	50.25
DOUG'S SALES LLC	LABOR	33.90
EFTPS	FED/FICA TAX	2,486.93
EFTPS	FED/FICA TAX	2,363.18
EFTPS	FED/FICA TAX	2,695.30

EFTPS	FED/FICA TAX	7,545.41
ENVIRONMENTAL EXPRESS INC.	LAB SUPPLIES	964.45
F'BURG FOOD CENTER	SUPPLIES	1,039.93
F'BURG GARDEN CLUB	YEARLY CONTRIBUTION	1,250.00
F'BURG PLUMBING & HEATING	LABOR / MATERIALS	1,105.62
F'BURG SENIOR CITIZENS	YEARLY CONTRIBUTION	200.00
FARM & HOME PUBLISHERS	DIRECTORY MAPS	420.00
FARMERS WIN COOP	GAS/DIESEL/SUPPLIES	1,211.56
FLOYD MITCHELL LANDFILL	LANDFILL CHARGES	1,626.06
HAWKINS INC	CHEMICALS	1,941.51
HSA - CINDY LANTOW	HSA PRE-TAX	50.00
HSA - RAY ARMBRECHT	HSA PRE-TAX	50.00
HSA- ROBERT SCHULZ	HSA PRE-TAX	100.00
IOWA DNR	PROFESSIONAL FEES	106.10
IOWA LEAGUE OF CITIES	MEMBERSHIP DUES	833.00
IOWA ONE CALL	ONE CALLS	22.50
IPERS	IPERS - REGULAR	3,534.73
IPERS	IPERS - REGULAR	3,534.73
JACKIE KUSH	EQUIP / COMPUTER	250.00
JENDRO SANITATION SERVICES	RECYCLING CHARGES	3,281.00
JOHN DEERE FINANCIAL	SUPPLIES	36.98
MID AMERICAN RESEARCH CHEMICAL	CHEMICALS	1,389.44
MEDIA COM	PHONE SERVICE	288.75
NOLTE EXCAVATING	ROCK	462.86

P & K MIDWEST	LABOR / MATERIALS	185.95
PATHWAYS	YEARLY CONTRIBUTION	943.00
PETERS CONSTRUCTION	MATERIALS / LABOR	5,907.35
PLUNKETT'S PEST CONTROL	PEST CONTROL	124.80
RICHARD KITTELSON CONSULTING	TREATING TREES	1,275.00
RICK'S SERVICE CENTER	LABOR	753.77
RICOH-WELLS FARGO	COPIER MAINTENANCE	1,136.00
ROSE HILL CEMETERY	YEARLY CONTRIBUTION	2,000.00
SANDRY FIRE	FIRE SUPPLIES	749.83
SCREENPRINTS	SHIRTS	430.22
STANTON ELECTRIC	LABOR / MATERIALS	1,669.73
STERNAT BRO'S TREE SERVICE LLC	LABOR	700.00
TEAM LAB	CHEMICALS	1,580.50
TESTAMERICA LABORATORIES INC	TESTING	1,455.30
TREASURER STATE OF IOWA	STATE TAXES	796.00
TREMAINE & BECKER LAW	LEGAL FEES	749.50
TREVOR HARRIS	LABOR	1,221.25
UNGGOY BROADBAND	PHONE SERVICE	19.95
UNITED HEALTH CARE	HEALTH PRE-TAX	3,336.65
UNITED HEALTH CARE	HEALTH INSURANCE	2,313.79
US CELLULAR	CELL PHONE SERVICE	315.39
US POST OFFICE	BOX RENT FOR LIBRARY	246.00
VANGUARD PUBLISHING	PUBLICATIONS	251.91
VISA	SUPPLIES	1,703.36

WESTY'S HARDWARE HANK	SUPPLIES	145.45
WESTY'S HARDWARE HANK	SUPPLIES	<u>1,139.66</u>
Accounts Payable Total		249,971.83
Invoices: Paid		247,658.04
Invoices: Scheduled		2,313.79
Payroll Checks		<u>33,018.84</u>
***** REPORT TOTAL *****		282,990.67
GENERAL		96,645.24
ROAD USE TAX		5,114.91
WATER		7,879.49
SEWER		19,469.02
ELECTRIC		143,414.73
LANDFILL/GARBAGE		<u>10,467.28</u>
TOTAL FUNDS		282,990.67