

COUNCIL PROCEEDINGS

September 8, 2021

On Wednesday, September 8, 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, Randolph Leach, Dean Speicher, Sheriton Dettmer, and Kyle Wendland present. (Note: Wendland was present by phone for a portion of the meeting and present in Council Chambers at 8:23 pm).

Employee's present – Cindy Lantow; Bob was present for the beginning of the meeting to answer questions if the Council had any questions on the building permits. No action was taken during those updates.

Guests present – Amanda Moenk from the F'Burg Review, Sheriff Marty Hemann, Jerry Linder, Matt Mahoney of Butler Co. REC, Jackie Kush from Upham Memorial Library, Don Dowd, Pam Stone, Faye Elliott, Jim Reid, Milo Drape and Aaron Anderson

The Pledge of Allegiance was said by all in attendance.

A motion by Leach second by Dettmer to approve the consent agenda as presented and to amend to add discussion & possible action on adding an apartment on the lower level of the old Bakery Building on Main Street for Jason Ball; Minutes of the August 2, 2021 Council Meeting; Financial Reports – August 2021; Summary List of Bills; Overtime / Comp Time Hours for August 2021 and Hours worked for the Part-time Employees from August 2 – August 31, 2021. All members present voting aye, motion carried.

Comments by Mayor – noted that there are a lot of items on the agenda and will try to keep things moving smoothly.

Citizen Forum - Pam Stone addressed the Council that she would like see the trail south of Mattke Park stay open all year long and stated that there are a lot of others feel the same. The mayor stated that he didn't think that there would be a request for that this year. No action taken during this discussion.

Law Report – Sheriff Marty Hemann presented the August 2021 law report with 106.5 hours spent in Fredericksburg in the month of August. Total Hours July – August 2021: 193.0. The Sheriff went over the law report with the Council and opened it up for questions. The mayor stated that it has been reported to him that there are vehicles exceeding the speed limit on North Jackson Avenue and asked that the Sheriff's department patrol that area.

Old Business – Ambulance 28E – The Ambulance Council has a draft RFP and is being discussed thru the group and planning to go out for bid the first week of October and see what they get back. The mayor will keep the Council updated.

City Attorney Updates – None at this time.

Library Report – The report was in the Council’s packet for their review. The Council had no comments at this time. Librarian, Jackie Kush, asked for the Council’s permission to put signs up along the trail for a story walk. These signs would tell stories of the history of Fredericksburg and Jackie is involving the school for the art work and the story writing. The library received a grant from Black Hills Energy for the Story Walk. The Council had no issues with this idea. If the library needs help installing the signs, they will contact the city. Jackie also stated that the library board is looking at replacing the front windows at the library and will keep the Council updated.

Building Permits – the following building permit applications were presented for possible approval and after discussion of each the following motions were made

Faye Elliott – new house on Mattke Avenue – Faye requested a variance on the setback for the front yard. After discussion, a motion was made by Leach second by Dettmer to approve the building permit application as presented with the variance. All members present voting aye, motion carried.

Dixie Wakeman - addition – A motion was made by Speicher, second by Cook to approve the building permit application as presented. All members present voting aye, motion carried.

Diane & Greig Burggraf – Portable Shed - A motion was made by Speicher, second by Leach to approve the building permit application as presented. All members present voting aye, motion carried.

Aaron Anderson – Portable Shed - A motion was made by Dettmer, second by Leach to approve the building permit application as presented. All members present voting aye, motion carried.

New Business –

Substation Updates - Matt Mahoney from Buter Co REC stated that he had met with the electric committee to give an update on the progress of the substation and that the name of the substation will be Plum Creek Substation. Matt Mahoney updated the council on a couple of studies that need to be done (arc flash, and a study to check to make sure the circuits have the capacity needed at any given time in the city, to give fuse sizing, to sectionalize the town in case of outages and maintain adequate services). The studies will be done by Stanley Consultant. Cook pointed out some lines that are overhead and questioned if they could be underground. The Council approved doing the studies and to proceed with the project with a motion by Speicher second by Leach. All members present voting aye, motion carried. It was noted that the cost of the project will be more than we expected and we will have a better number once the studies are done.

Discussion on Water Problems on Grove & Water Street - Don Dowd explained to the Council how the water comes into his area by his house with a heavy rain. Don has a topographic map being drawn up and will have that soon. After discussion, it was decided that a meeting will be set up with the City’s

Engineer, the water / sewer committee and Don Dowd to discuss any possibilities of what can be done to help the issues. No action taken at this time.

Housing Incentives – Request to Increase from FCDC - Jerry Linder asked the Council to consider raising the housing incentive for a contractor when building a house from \$100,000 to \$150,000 and to increase the maximum amount that can be loaned out at one time. After discussion, a motion was made by Dettmer second by Leach to increase the maximum amount that can be out at one time to \$600,000 and FCDC to be divide as they see fit with a cap of \$150,000 per house) and all other criteria stays the same. All members present voting aye, motion carried. (Note Wendland couldn't vote as the call had dropped).

Lions Road – Water / Sewer Project - Discussion was held on the bid that had went out to replace the water & sewer line on Lions Road in the area where the old rest home was located. It had been discussed that the present sewer line would just be upgraded and at some point, in all the discussion more work was being done and water / sewer lines were being extended. Cook stated that this plan of extending the lines had not been approved by the Council and that the water / sewer committee had not been informed of any of this. Cook also stated that the extension of the lines was against our code as normally the contractor would do the installation at their cost. Cook made a motion to go with the original plan to replace the existing service line that went to the old resthome as initially discussed. Cook took back her motion, as it was stated that the contractor can just do a regular service hook up for the house that will be going in on Mattke Avenue and this required no action by the Council. Cook will call the City's Engineer, Lyle TeKippe, of Fehr Graham to let him know the discussion and decision.

Bid for Replacing Stand Pipe at Water Tower - The city had received one bid for replacing the stand pipe in the water tower. A motion by Leach second by Speicher to table opening this bid as there was only one and to work on getting a 2nd bid. All members present voting aye, motion carried. (Note Wendland couldn't vote as the call had dropped).

Park & Rec Board Appointments - As the Council received no applications for the Park & Rec Board, so no appointments were made. The Council will continue to advertise to find people for the Board. No action taken at this time.

Mowing Agreement with Erica & Trevor – Extend Contract - Discussion was held on extending the contract. Cook noted that since the pool was closed that Curt should have time to mow the Athletic Complex. Leach noted that Curt has a lot to do west of town due to the flood clean-up so should just leave the mowing as is at this time. After discussion, a motion was made by Dettmer second by Leach to extend the mowing contract to the end of the year. Ayes: Speicher, Leach, Dettmer. Nays: Cook. Absent at this time: Wendland. Motion carried.

TSF Soccer Agreement - The mayor noted that TSF will not be using our facilities this year since they do not want to use the outfield of the baseball field. No action taken at this time.

Annual Road Use Tax Report - A motion was made in the form of a resolution to accept the 2020 / 2021 Road Use Tax Report by Dettmer second by Cook. Ayes: Speicher, Leach, Dettmer, Cook. Nays: None. Absent: Wendland. Whereupon the Mayor declared Resolution No. 1332-09-2021 passed and approved as of this date.

Annual TIF Report – A motion was made in the form of a resolution to accept the 2020 / 2021 Annual Tax Increment Financing Report by Dettmer, second by Cook. Ayes: Speicher, Leach, Dettmer, Cook. Nays: None. Absent: Wendland. Whereupon the Mayor declared Resolution No. 1333-09-2021 passed and approved as of this date.

28E Agreement with Northeast Iowa Community Action - A motion was made in the form of a resolution to approve the 28E Agreement with Northeast Iowa Community Action by Cook, second by Dettmer. Ayes: Speicher, Leach, Dettmer, Cook. Nays: None. Absent: Wendland. Whereupon the Mayor declared Resolution No. 1334-09-2021 passed and approved as of this date.

Consideration of City Code 90.03 – Mandatory Connections – Ordinance No. – Discussion was held on the following proposed ordinance and was noted that the IDNR approved the wording - 90.03 MANDATORY CONNECTIONS. All residences and business establishments within the City limits intended or used for human habitation, occupancy or use shall be connected to the public water system, if it is reasonably available and if the building is not furnished with pure and wholesome water from some other source. It is unlawful for any person to construct any private water supply within the city limits, unless such supply is approved by the Council. Council approval may be granted whenever access to the public water system is not located within 200 feet of the property line of a person's property or for any other reason consistent with public policy. After discussion a motion was made by Dettmer second by Cook that Ordinance No. 243-08-2021 – An Ordinance Amending the Code of Ordinances of the City of Fredericksburg, Iowa, By Amending Provisions Pertaining to Water Service System have its first reading. Ayes: Speicher, Leach, Dettmer, Cook. Nays: None. Absent: Wendland. Motion carried. Whereupon the Mayor declared Ordinance No. 243-08-2021 as having its first reading.

Trail – Installation of Gates in Mattke Park at South End – The mayor stated that we have a temporary gate there now. Leach updated the Council on the proposed gate / rolling jack that he had a price on from Theisen's in New Hampton. There will be an opening for bikers / walkers to get thru. The purpose of the gates is to keep golf carts / UTV's off of the trail. Cook questioned the reason as to why gates were needed and Leach stated that the trail won't be closed just the entrance will be restricted. After discussion, a motion Leach second by Dettmer to purchase and install the gates and rolling jack. All members present voting aye except Cook who voted nay. Motion carried.

Pool – Set Wage for Aqua Fit for All Lifeguards - A motion was made in the form of a resolution by Dettmer second by Cook to pay the lifeguards who taught the Aqua Fit at \$20 per class. Ayes: Speicher, Dettmer, Cook, Wendland, Leach. Nays: None. Whereupon the Mayor declared Resolution No. 1335-09-2021 passed and approved as of this date.

Acceptance of Office Assistant's Resignation – Diana Bisping presented a letter of resignation to the Council. A motion by Dettmer second by Cook to accept her resignation. All members present voting aye, motion carried.

Approval for an Apartment in a lower-level building on Main Street - Jason Ball had asked if he purchased the old bakery if there could be an apartment on the lower-level. Discussion was held; Wendland questioned the idea as this would be in the one block that is a historic block on Main Street and should it just be kept for businesses. After the discussion, a motion was made by Leach second by Cook to allow the space to be converted into an apartment. All members present voting aye, motion carried.

Action Board – The mayor went over the action board with the Council. No official action was taken during this discussion.

Under Council Comments – Cook noted the following - Ray Armbricht would be gone for the next couple of Fridays and to see if the weekend duties were covered; Curt has been training a couple of times with Ray at the Treatment Plant; in the future discussions should be held on whether or not the main lift station should have a dike around it or if the panel box should be moved; mentioned about a potential business outside of City limits be allowed to hook on to the City sewer system – need to check to see if they need to be annexed into the City limits. No action taken on these noted items.

Employee Request for Job Duty Discussion – Possible Closed Session – Per Chapter 21.5 – Cindy asked to go into closed session to discuss job duties. A motion was made by Dettmer second by Leach to go out of regular session. Ayes: Speicher, Leach, Dettmer, Cook, Wendland. Nays: None. Motion carried. Motion by Dettmer second by Wendland to go into closed session. Ayes: Speicher, Leach, Dettmer, Cook, Wendland. Nays: None. Motion carried. The mayor announced that the Council was now in closed session. No action was taken during the closed session. A motion was made by Dettmer to go out of closed session by Cook. Ayes: Speicher, Leach, Dettmer, Cook, Wendland. Nays: None. Motion carried. A motion was made by Dettmer to go back to regular session by Speicher. 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 Speicher second by Leach at 9:09 p.m. All members present voting aye, motion carried.

The next regular meeting of the Fredericksburg City Council is Monday, October 4, 2021 at 7 p.m.

Jimmy Mitchell, Mayor

ATTEST:

Cindy Lantow, City Administrator

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
20/20 FX	LABOR / SUPPLIES	1,034.00
ALL STOP	GAS	320.46
AMAZON.COM	LIBRARY SUPPLIES	4,018.64
BLACK HILLS ENERGY	GAS SERVICE	1,356.00
BODENSTEINER IMPLEMENT	NEW TRACTOR / ATTACHMENTS	27,450.00
BUTLER COUNTY REC	ELECTRIC SERVICE	254,599.34
CEDAR VALLEY BLDG SUPPLY	SUPPLIES - TIN	2,542.44
CENGAGE LEARNING	LIBRARY SUPPLIES / BOOKS	589.40
CENTER POINT LARGE PRINT	LIBRARY BOOKS	381.69
CHICKASAW CO ENV. HEALTH	POOL INSPECTION FEES	320.00
CHICKASAW CO TREASURER	PROPERTY TAX	516.00
CINDY LANTOW	I-DRIVE BACKUP - REIMBURSE	119.50
CITY LAUNDERING CO.	SUPPLIES	319.36
CITY OF FREDERICKSBURG	ELECTRIC SERVICE	10,170.03
CONTINENTAL RESEARCH CORP	DEGREASER	257.96
D & S CONTRACTING	RECEIVERS / REMOTES	925.00
DARREN STEINLAGE CONSTRUCTION	LABOR / MATERIALS	2,300.00
DEAN'S CARPET SERVICE	LABOR	500.00

DEARBORN NATIONAL LIFE	LIFE INSURANCE	50.25
EFTPS	FED/FICA TAX	1,742.48
EFTPS	FED/FICA TAX	1,682.26
EFTPS	FED/FICA TAX	808.16
EFTPS	FED/FICA TAX	4,232.90
F'BURG FOOD CENTER	LIQUOR - BLOCK PARTY	73.16
F'BURG FOOD CENTER	SUPPLIES	294.75
F'BURG PLUMBING & HEATING	LABOR / MATERIALS	100.81
FARMERS WIN COOP	GAS/DIESEL/SUPPLIES	1,286.01
FEHR GRAHAM ENG & ENVIRONMENTL	PROFESSIONAL SERVICES	4,622.00
FLETCHER REINHARDT CO	SUPPLIES	2,177.45
FLOYD MITCHELL LANDFILL	LANDFILL CHARGES	1,735.53
GAIL KITTLESON	BOOKS	142.00
HAWKINS INC	CHEMICALS	782.57
HSA - CINDY LANTOW	HSA PRE-TAX	50.00
HSA - RAY ARMBRECHT	HSA PRE-TAX	50.00
HSA- ROBERT SCHULZ	HSA PRE-TAX	100.00
IAMU	SEWER LOAN-PRIN / INT	3,805.58
IOWA DNR	CONSTRUCTION PERMIT	100.00
IOWA DNR	HUNTING / FISHING FEES	173.50
IOWA DNR - WASTEWATER	CONSTRUCTION PERMIT	100.00
IOWA ONE CALL	ONE CALLS	36.90
IPERS	IPERS - REGULAR	3,347.85
IPERS	IPERS - REGULAR	3,347.85

JENDRO SANITATION SERVICES	RECYCLING CHARGES	3,281.00
JOHN DEERE FINANCIAL	SUPPLIES	31.62
KABRICK DISTRIBUTING	BEER	836.05
KALLISON ROCHFORD	REIMBURSE TRAINING FEES	100.00
L & R MANUFACTURING	LABOR/MATERIALS	373.00
LIZ GRUENBERG	REFUND - SHIRT	15.00
MEDIA COM	PHONE SERVICE	326.32
MUNICIPAL PIPE TOOL	LABOR	9,274.67
NEBRASKA-IOWA IND FASTENERS	BOLTS & WASHERS	126.69
NORTH CENTRAL LABS	LAB SUPPLIES	470.06
NORTH CENTRAL LABS	LAB SUPPLIES	470.06
NORTHEAST SECURITY BANK	ACH FEES	20.00
NORTHEAST SECURITY BANK	DEPOSIT SLIPS	106.78
NORTHEAST SECURITY BANK	DEPOSIT SLIPS	126.78
OVERDRIVE INC.	BRIDGES 3-BOOK CONTENT FEE	467.58
PETERS CONSTRUCTION	MATERIALS / LABOR	5,882.65
PLUNKETT'S PEST CONTROL	PEST CONTROL	83.20
PRAIRIE ROAD BUILDERS	ROAD WORK	73,833.00
RECORD AUTOMATIC DOORS, INC	LABOR	338.81
RICK'S SERVICE CENTER	LABOR	1,055.57
RICOH-WELLS FARGO	COPIER MAINTENANCE	83.00
RICOH USA, INC	COMPUTER SUPPLIES	115.92
SANDRY FIRE	FIRE SUPPLIES	2,285.78
SCHOLASTIC INC	SUBSCRIPTION	103.57

STANTON ELECTRIC	LABOR / MATERIALS	1,364.39
STATE HYGIENIC LAB	WATER TESTING	54.00
SUMNER BUILDING CENTER, INC	SUPPLIES	730.17
TATE ROCHFORD	REIMBURSE TRAINING FEES	175.00
TEAM LAB	CHEMICALS	9,722.50
TESTAMERICA LABORATORIES INC	TESTING	1,367.10
TODD SKODA	REBATE	100.00
TREASURER STATE OF IOWA	STATE TAXES	709.00
TREASURER STATE OF IOWA	SALES TAX	3,172.00
TREMAINE & BECKER LAW	LEGAL FEES	195.00
TREVOR HARRIS	LABOR	887.50
TREWIN PUMPING SERVICE	PORTABLE TOILET RENTAL	100.00
UNGGOY BROADBAND	PHONE SERVICE	19.95
UNITED BEVERAGE	BEER	569.95
UNITED HEALTH CARE	HEALTH PRE-TAX	2,877.71
UNITED HEALTH CARE	HEALTH INSURANCE	2,516.73
US CELLULAR	CELL PHONE SERVICE	630.78
USA BLUE BOOK	CHEMICALS	247.38
VANGUARD PUBLISHING	PUBLICATIONS	355.00
VISA	SUPPLIES	799.87
WESTY'S HARDWARE HANK	SUPPLIES	305.24
ZIEGLER, INC	SUPPLIES	<u>28.59</u>
Accounts Payable Total		457,119.21
Invoices: Paid		454,602.48

Invoices: Scheduled	2,516.73
Payroll Checks	<u>18,228.98</u>
***** REPORT TOTAL *****	475,348.19
GENERAL	57,526.14
ROAD USE TAX	101,283.00
WATER	8,773.39
SEWER	31,456.20
SEWER SINKING	3,805.58
ELECTRIC	263,117.88
LANDFILL/GARBAGE	<u>9,386.00</u>
TOTAL FUNDS	475,348.19