

City of Spirit Lake
Regular City Council Meeting 5:30 p.m.
Tuesday, April 10, 2018

City Council Chambers

Present: Mayor Vos, Councilmembers Bice, Fisher, Harbst, James and Farmer.

Meeting called to order by Mayor Vos.

The pledge of allegiance to the flag was recited by those present.

MINUTES

Motion by Farmer seconded by Harbst to approve the minutes of the March 27th regular council meeting. Motion carried unanimously.

BILLS

Motion by Farmer seconded by Harbst to approve the bill list for the month of April, 2018. Motion carried unanimously.

A&B BUSINESS SOLUTIONS	COPIER	\$203.35
A1 WOODWORKING	DROP BOX	\$1,387.00
ADVANTAGE COMPANIES	SCANNING NEWSPAPERS	\$555.00
ALLIANT ENERGY/IPL	UTILITIES	\$20,289.00
BAKER & TAYLOR, INC.	BOOKS	\$672.05
BECK ENGINEERING, INC	MISC ENGINEERING	\$522.50
BLACK HILLS ENERGY	UTILITIES	\$6,571.07
BOB'S REPAIR & TOW	REPAIRS MARCH	\$1,129.14
BOMGAARS SUPPLY INC	TOILET REPAIR VALVE	\$5.99
RICK BRAMMER	SUMMER READING ENTERTAINMENT	\$350.00
SHANE BREVIK	QTLY CLOTHING ALLOWANCE	\$200.00
BROWN SUPPLY	METERS	\$3,411.00
BUSINESS TODAY	PAPER	\$292.88
CAMPUS CLEANERS & LAUNDERERS	MATS	\$48.00
CENTER POINT LARGE PRINT	LARGE PRINT BOOKS	\$224.70
CENTURY LINK	TELEMETRY	\$148.00
CHASE CARD SERVICES	ROLL RITE	\$4,111.71
CINTAS CORP (CHICAGO)	SOAP & CLEANING SUPPLIES	\$46.76
CITIBUSINESS CARD	BOOKS/DVDS	\$244.95
CITY CLERK	UTILITIES	\$219.97
HUNTER CLAYTON	QTLY CLOTHING ALLOWANCE	\$200.00
COHRS CONSTRUCTION, INC.	GRAVEL	\$662.83
D&K REPAIR	BRAKE	\$38.34
DATA TECHNOLOGIES INC	SOFTWARE UPDATE	\$170.00
DICKINSON CO AIRPORT AUTHORITY	FY18 SUPPORT APRIL	\$500.00
DICKINSON CO ATTORNEY	FORFEITURE FUNDS	\$3,600.00
DICKINSON CO ENGINEER	ST MAINT AGREEMENT YEAR 3 OF 3	\$6,450.00
DICKINSON CO NEWS	MINUTES	\$539.68
DAREN DIERS	QTLY CLOTHING ALLOWANCE	\$200.00
DISCOVERY HOUSE	FY18 SUPPORT APRIL	\$750.00
EFTPS	FED/FICA TAX	\$19,130.52
EMPLOYEE BENEFIT SYSTEM INC	ADMIN FEES MAY	\$274.91
CHARLOTTE ENDORF	ORPHAN TRAIN PROGRAMS	\$400.00

ENVIRONMENTAL PROPERTY	ASBESTOS REMOVAL	\$8,950.00
FICK'S ACE HARDWARE	WIRE	\$173.26
NICK FIEBIG	REIMB CELL PHONE APRIL	\$10.00
FIVE STAR ROOFING	PATCH	\$400.00
GALE GROUP	LARGE PRINT BOOKS	\$238.62
GALEN'S PRO-MOW	MUFFLER, BLOWER	\$549.47
GRAYMONT CAPITAL, INC	LIME	\$4,786.82
JEFF HANSON	QTLY CLOTHING ALLOWANCE	\$200.00
HARLEY DAVIDSON ECKMAN	FORFEITURE FUNDS	\$10,000.00
HR GREEN INC	ENG-RAW WATER INTAKE	\$4,282.00
IA LAKES ELECTRIC CO-OP	UTILITIES	\$1,010.94
IA LAW ENFORCEMENT ACADEMY	TRAINING-JOSH	\$150.00
IGL DRUG TASK FORCE	FORFEITURE FUNDS	\$16,200.00
INGRAM LIBRARY SERVICES	CHILDREN'S BOOKS	\$313.04
IOWA LAKES REGIONAL WATER	METER LEASE	\$13.50
JACK'S UNIFORMS & EQUIPMENT	WEBER CLOTHING	\$1,103.00
JANITOR'S CLOSET	PAPER PRODUCTS	\$71.02
JENNINGS AUTO PARTS	OIL DRI, FILTERS	\$460.90
JOE D JENNINGS	TIRES	\$781.95
DWIGHT JERGE	REIMB CELL PHONE APRIL	\$10.00
JUNIOR LIBRARY GUILD	CHILDRENS BOOKS	\$193.90
KAPCO, INC	SHIPPING	\$119.62
JOSH KILPATRICK	QTLY CLOTHING ALLOWANCE	\$200.00
L & C TIRE SERVICE	TIRE	\$109.50
LISA LAIRD	SUMMER READING ENTERTAINMENT	\$305.00
LAKES AREA SENIOR CITIZENS	FY18 SUPPORT APRIL	\$416.50
LAKES MARKETING AND PRINT	FOLD/STUFF BILLS MARCH	\$132.88
LAKES NEWS SHOPPER	CLERK AD	\$158.40
LARSON CONTRACTING	PAY APP #4	\$88,278.47
DALLAS LOWRY	REIMB CELL PHONE APRIL	\$10.00
MARCO	COPIES	\$37.00
MEDIACOM LLC	PHONE, INTERNET	\$301.76
JESSE MILLER	QTY CLOTHING ALLOWANCE	\$200.00
O'REILLY AUTOMOTIVE INC	FILTERS	\$126.92
OFFICE SYSTEMS CO	QUARTERLY PRINTER FEE	\$204.03
OKOBOJI MOTOR COMPANY	SERVICE 2016 TAHOE	\$126.83
PERMA-BOUND	CHILDRENS BOOKS	\$149.99
PETTY CASH - LIBRARY	POSTAGE	\$76.95
PLUMB SUPPLY CO.	PARTS-GILBERT PARK	\$160.23
DIANA PRITTS	MISC FOR FRIENDS	\$128.64
PROSECUTING ATTORNEY TRAINING	FORFEITURE FUNDS	\$4,000.00
RECORDED BOOKS, LLC	AUDIO BOOKS	\$61.65
NATHAN ROTH	QTLY CLOTHING ALLOWANCE	\$200.00
SPIRIT LAKE CHAMBER COMMERCE	FY18 SUPPORT APRIL-JUNE	\$10,250.00
CAROLE STEPHENS	SUMMER READING ENTERTAINMENT	\$450.00
STOREY-KENWORTHY CO.	PAPER, FILE JACKETS, PADS	\$129.94

TERRY STRUBBE	REIMB CELL PHONE APRIL	\$10.00
THE WATER CONNECTION	WATER	\$13.00
BRETT TIGGES	REIMB CELL PHONE APRIL	\$10.00
TREASURER STATE OF IOWA	EPAY SALES TAX 3/16-3/31	\$10,398.00
TRI-STATE LITHO, LTD.	WEBER BUSINESS CARDS	\$42.50
U.S. POSTMASTER	PREPAY POSTAGE PERMIT #18	\$826.67
MATT VAHLSING	JANITOR MARCH	\$931.00
VESSCO, INC	SEAL	\$395.05
ED VOS	CORRIDOR MTG MILEAGE DEC-MAR	\$70.32
WAGE ASSIGNMENT - IA	WAGE ASSIGN IA	\$503.07
WAGE ASSIGNMENT - MN	WAGE ASSIGN MN	\$185.50
WASTE MANAGEMENT OF WI-MN	LANDFILL FEES 3/16-3/31	\$10,656.64
WERTS WINDOW&AWNG CLEANING	WINDOW WASHING	\$25.00
WEX BANK	FUEL MARCH	\$7,440.01
XEROX CORPORATION	OLD COPIER	\$113.50
TOTAL ACCOUNTS PAYABLE		\$261,402.34
PAYROLL CHECKS		\$58,059.41
DEPOSIT REFUNDS ON 4/11/2018		\$215.71
TOTAL		\$319,677.46

TAXI PERMIT

Motion by Farmer seconded by Harbst to approve a taxi permit for Boji Rides. Motion carried unanimously.

TREASURER'S REPORT

Motion by Farmer seconded by Harbst to approve the March 2018 Treasurer's Report. Motion carried unanimously. Revenue for March 2018 totaled \$653,042.89. Expenditures for March 2018 were as follows: General fund \$128,284.48; Local Option Sales Tax \$50,000.00; Economic Development \$500.00; Road Use \$21,969.56; Trust & Agency \$37,956.58; Friends of the SL Library \$1,147.97; Eric Reconstruction \$1,340.00; Police Station Improvements \$59,629.55; Water \$110,606.10; Water T&A \$812.02; Raw Water Improvement \$91,074.19; Sanitary Sewer \$10,280.83; Solid Waste Collection \$61,178.02; Partial Self-funding insurance \$12,805.98.

MANUAL JOURNAL ENTRIES/TRANSFERS FIRST QUARTER 2018

Motion by Farmer seconded by Harbst to approve the Manual Journal Entries and Transfers for the First Quarter 2018. Motion carried unanimously. EFTPS 941 deposit totaled \$145,894.54; Treasurer State of Iowa for State withholding totaled \$26,499.00; IPERS withholding totaled \$87,087.57; Treasurer State of Iowa for sales tax totaled \$34,202.00; Treasurer State of Iowa for Quarterly Unemployment \$593.27; ING 457 Plan totaled \$700.00; Collection Service Center for wage assignment totaled \$3,499.62; MN Collection Service Payment Center for wage assignment totaled \$1,298.50; Payroll Direct Deposit totaled \$361,978.22; Transfer to Partial Self-funding Insurance Account totaled \$20,156.48; Write off uncollectible fees totaled \$63.00. Transfers between fund per budget: From LOST to General Fund totaled \$150,000.00; From Water to Water Revenue Sinking Fund for Revenue Bond Requirements totaled \$94,740.75; From Employee Benefit, Water Sewer, Sanitation to PSF for insurance totaled \$10,360.05; budgeted Transfer from General to Economic Development totaled \$50,000.00; Budgeted Transfer from Street, Water and Sewer to Erie Reconstruction totaled \$248,000.00; Budgeted Transfer from Equipment Revolving to Water for Mixer totaled \$10,635.41; Budgeted Amendment Transfer from Building Res and

Non-Tif Capital Project to Police Improvement totaled \$93,099.69; Budgeted Amendment Transfer from General to 25th Street/Center Lake Storm (final) totaled \$12,602.52.

RESOLUTION NO. 2018-13

**RESOLUTION APPROVING PAY APPLICATION #4 AND CHANGE ORDER #1 FOR THE SPIRIT LAKE
POLICE STATION IMPROVEMENT PROJECTS**

Bice introduced and caused to be read Resolution No. 2018-13 and moved for its adoption, which was seconded by Farmer. Aye: Bice, Fisher, Farmer, Harbst, James. Resolution duly adopted.

RESOLUTION NO. 2018-14

RESOLUTION ACCEPTING BID FOR WEED CONTROL

James introduced and caused to be read Resolution No. 2018-14 and moved for its adoption, which was seconded by Fisher. Aye: Fisher, Bice, Farmer, Harbst, James. Resolution duly adopted.

RESOLUTION NO. 2018-15

RESOLUTION APPROVING SHIELD AGREEMENT

Bice introduced and caused to be read Resolution No. 2018-15 and moved for its adoption, which was seconded by Farmer. Aye: Fisher, Bice, Farmer, Harbst, James. Resolution duly adopted.

RESOLUTION NO. 2018-16

**RESOLUTION APPROVING COST SHARE AGREEMENT WITH DICKINSON COUNTY
RE: FRANCIS SITES DRAINAGE PROJECT**

Harbst introduced and caused to be read Resolution No. 2018-16 and moved for its adoption, which was seconded by James. Aye: Fisher, Bice, Harbst, Farmer, James. Resolution duly adopted.

MAYORAL RESIGNATION

With deep regrets, motion by Harbst seconded by Bice to accept the resignation of Mayor Ed Vos effective May 31, 2018. Motion carried unanimously.

COMMENTS BY MAYOR, COUNCIL AND STAFF

Police Chief Jeff Hanson reported he is in the process of filling the police sergeant position.

ADJOURNMENT

Motion by Farmer seconded by Bice to adjourn the meeting. Motion carried unanimously.

Ed Vos, Mayor

ATTEST:

Gregg L. Owens, City Administrator