

LAKE CITY COUNCIL MINUTES 4.2.23

LAKE CITY COUNCIL PROCEEDINGS APRIL 2, 2023

These minutes are as recorded by the City Administrator/Clerk and are subject to council approval at the next regular council meeting. The City Council of Lake City, Iowa met in a special session at 4:00pm with Mayor Holm presiding and the following councilmembers were present: Gorden, Daniel, Wilson, and Bruns. Bellinghausen absent. CA Matthews, Public Works Di-

rector Hungate, Community Building Manager Winter, and Public Works Employees Smith and Janssen were also in attendance. The meeting was called to order at 4pm by Mayor Holm. Councilperson Bruns made a motion to go into closed session under Code of Iowa Section 21.5. Per Iowa Code, the closed session was proposed to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is

being considered, and when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Daniel seconded the motion. Gorden: Aye, Daniel Aye. Wilson Aye. Bruns: Aye. Nays: None. MC. Closed session commenced at 4pm. Daniel made a motion to leave closed session. Gorden seconded. Gorden Aye. Daniel: Aye. Wilson: Aye. Bruns: Aye. Nays: None. MC. The council re-

sumed open session at 4:05pm. At 4:37pm Gorden made a motion at 4:37pm to go into closed session under Code of Iowa Section. Per Iowa Code, the closed session was proposed to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered, and when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Daniel

seconded the motion. Gorden: Aye, Daniel Aye. Wilson: Aye. Bruns: Aye. Nays: None. MC. Closed session commenced at 4:37pm. Daniel made a motion to leave closed session. Wilson second. Gorden: Aye. Daniel: Aye. Bruns: Aye. Wilson: Aye. Nays: None. MC. At 4:48pm the council resumed open session. Daniel made a motion to table possible action from closed session "Consider and propose any necessary action in relation to the infor-

mation provided in closed session". Gorden seconded. All Ayes. Nays: None. MC. Daniel made a motion to adjourn. Bruns seconded. All ayes. MC. The meeting adjourned at 5:17pm. Jacob Matthews, MPA City Administrator/Clerk Tyler Holm Mayor

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LAKE CITY COUNCIL MINUTES & CLAIMS 4.3.23

LAKE CITY COUNCIL PROCEEDINGS APRIL 3, 2023

These minutes are as recorded by the City Administrator/Clerk and are subject to council approval at the next regular council meeting.

The City Council of Lake City, Iowa met in regular session at 6:00pm with Mayor Holm presiding and the following councilmembers were present: Gorden, Daniel, Wilson, Bellinghausen, and Bruns. CA Jacob Matthews, Public Works Director Mark Hungate, City Attorney Mary Lauver, Community Building Manager Nicholle Winter, and Assistant Chief of Police Tom Steinborn were also in attendance.

Consent Agenda: Motion by Bruns to modify the agenda to include the Hungate resignation letter to the agenda and to approve the consent agenda items consisting of the agenda, minutes from the March 20, 2023 regular meeting, claims list, liquor license for Lake City Food Center, and Liquor License for Spark's One Stop. Seconded by Gorden. All Ayes. Nays-none. MC. Citizens to Address the Council: None. Public Hearing: None.

Council Agenda: Bruns motioned to accept the Hungate resignation letter. Gorden seconded. All Ayes. Nays-none. MC.

CA Matthews read Iowa Code Section 21.7 and explained that council could make and enforce reasonable rules for the conduct of its meetings to assure those meetings are orderly, and free from interference or interruption by spectators. No action by Council taken regarding this.

Public Works Director Hungate presented information regarding water

flow near West Main Extension and said the culvert improvement made by Tyler Holm improved the water drainage of the road and therefore was an improvement to the road. He could think of no reason that would serve the common good of Lake City to remove it.

CA Matthews provided an update on the Zoning Ordinance update and recommended that Council adopt a grandfather clause for existing driveways and that the zoning update should include either no maximum driveway width or one of 36 feet. Council discussed and indicated they wanted that any new driveways or modifications to existing driveways that exceeds 36 feet in width (where they meet the street) could potentially get approval through a building permit and that the zoning ordinance update should facilitate that; the existing building permit should be updated with current ordinance with placeholders for the potential changes to zoning ordinance that could receive council approval in the near future. During the zoning ordinance update Council mentioned other aspects of the ordinance that require updating as well including home based businesses and dumpster rules.

At 6:45 Wilson, Hungate, Bruns, and Winter left the building to respond to a fire. Daniel, Bellinghausen, and Gorden remained and the meeting proceeded. At 7pm Daniel motioned to go into closed session in accordance with Iowa Code 21.5 Provision C "To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where the disclosure would be likely to prejudice or disadvan-

tage the position of the governmental body in that litigation." Bellinghausen seconded. Roll Call Vote: Gorden: Aye. Bellinghausen; Aye. Daniel: Aye. Nays-None. MC. The council went into closed session with Lauver, Matthews, and Steinborn. Bruns, Wilson, and Hungate returned and joined the closed session. At 7:39pm Daniel motioned to return to open session. Bellinghausen seconded. Roll Call Vote: Bellinghausen: Aye. Bruns: Aye. Wilson: Aye. Daniel: Aye. Gorden: Aye. Nays-None. MC. The Council returned to open session at 7:39pm. Bruns made a motion to order the property owners of 620 W. Main Street to reconstruct the sidewalk in accordance with Ordinance 6-7-6. Bellinghausen seconded. All Ayes. Nays-None. MC. Bruns made a motion to table the Building Permit Application for a detailing building for Macke Motors until Council is provided with better drawings of the property and where the building will be located and if setbacks are being properly adhered to or not. And also to verify whether the alley is vacated or not. Bellinghausen seconded. All Ayes. Nays-None. MC. Bruns made a motion to approve the building permit application for a parts storage building for Macke Motors pending the building is not being built within the setbacks from the property line as verified by CA. Gorden seconded. All Ayes. Nays-None. MC.

Bruns made a motion to approve the Curtis Vanderheiden Fence Permit Application, pending CA Matthews' verification it is compliant with ordinance. Gorden seconded. All Ayes. Nays-None. MC. Bruns made a motion to approve

the building permit application for Linda Winker. Daniel seconded. All Ayes. Nays-None. MC. Bellinghausen presided over the meeting during the discussion of Resolution 2023-22. Bruns made a motion that Resolution 2023-22: Resolution to review bids and reward a contract for the annual tree trimming above all city streets and sidewalks per city code and Resolutions 2023-23: Resolution to review bids and reward a contract for the disposal, stump grinding, and cleanup of dead and/or diseased trees both be tabled until the foliage sets in and the city will mark the trees that need trimming or removal to make future bids equivalent in nature. Daniel seconded. Gorden abstained. All ayes. Nays-None. MC.

Bellinghausen presided over the meeting during the discussion of Resolution 2023-24. Bruns made a motion to approve Resolutions 2023-24: Resolution to review bids and reward a contract for fertilization of the Town Square and it was seconded by Daniel. Roll Call Vote: Gorden: Aye. Bruns: Aye. Daniel: Aye. Bellinghausen: Aye. Wilson: Aye. Nays-None. MC. Bellinghausen made a motion to Approve Resolution 2023-25: Approve DA Davidson as the Municipal Advisor for the SRF Drinking Water/Wastewater Infrastructure Loan. Bruns seconded. Roll Call Vote; Bellinghausen: Aye. Wilson: Aye. Daniel; Aye. Gorden: Aye. Bruns: Aye. Nays-None. MC. Daniel made a motion to authorize Betterment to use the Town Square on April 8<sup>th</sup> and block roads (Washington Street from N Illinois to N Center) and provide a police car run route escort at 8:15AM. Bruns

seconded. All Ayes. Nays-None. MC. CA Matthews shared how other communities use deadlines to ensure the agenda and council packet delivered to Council are the highest quality possible. Council provided consensus that the Wednesday at noon before the regular Monday meeting (1<sup>st</sup> and 3<sup>rd</sup> Monday of each month) is an appropriate cut-off for items to be added to agenda and that the Council Packet will be delivered by noon on the Friday before the Monday Council meeting. CA Matthews said he would post notice of this in City Hall and on Lake City's Facebook page. CA Matthews then provided an update on the Community Garden and shared the continual progress of signing up residents onto autopay. He also reminded the public of the public hearing for the FY2024 budget on April 17, 2023 at 6pm. He provided an update on the progress of hiring staff for the Aquatic Center. And lastly, he thanked Mark Hungate and his crew for the good work they do. Bellinghausen made a motion for the meeting to adjourn. Bruns seconded. All Ayes. Nays-None. MC. The meeting adjourned at 8:14pm. Next Meeting: The next council meeting is scheduled for April 17, 2023 at 6:00 p.m. in the City Hall Chambers. Tyler Holm, Mayor Jacob Matthews, City Administrator/Clerk

**CLAIMS REPORT**  
04-03-2023 COUNCIL MEETING  
Vendor, Reference..... Amount  
3e Electrical Engineering & Eq..... \$28,542.99  
Generator Service .....\$2,499.78  
Access Systems Leasing.....  
Admin Copier Lease .....\$337.47

Acco Unlimited Corp.....  
Water Supplies.....\$511.80  
Aramark, Admin Rugs.....\$61.04  
Bomgaars Supply.....  
Sewer Clothing.....\$84.99  
Collection Services Center.....  
Child Support.....\$200.00  
Dsg - Dakota Supply ..... Group  
Water Supplies.....\$687.86  
Efpts, Fed/Fica Tax.....\$4,290.63  
Dannette Ellis.....  
Cleaning Services .....\$990.00  
Emc National Life Company.....  
Life Insurance .....\$75.90  
Henderson Products, Inc.....  
Street Vehicle Repair...\$410.96  
Kendall & Tami Holm .....  
Yard Waste.....\$600.00  
lamu2023-24 Water Member Dues  
\$805.00..Ice Technologies, Inc.  
Tech Services .....\$114.97  
Infinity Trust .....  
Vision Insurance.....\$357.47  
Ipers, Ipers.....\$3,344.68  
Michelle Johnson.....  
Cleaning Services .....\$65.00  
Mid-America Publishing Corp.....  
Legals.....\$409.87  
Morrow's Standard Service.....  
Supplies .....\$314.29  
Municipal Supply.....  
Water Supplies.....\$8,387.69  
The Office Stop.....  
Office Supplies .....\$13.10  
Jeff Redenius, Refund.....\$416.60  
Secure Shred Solutions Lc.....  
Quarterly Shredding.....\$44.00  
Treasurer State Of Iowa.....  
State Tax .....\$609.81  
Ts Electric.....  
Sewer Repair .....\$690.67  
Visa, Supplies .....\$2,219.39  
Accounts Payable Total.....  
.....\$28,542.99  
Payroll Checks.....\$16,589.36  
\*\*\*\*\* Report Total .....\$45,132.35

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CALHOUN COUNTY BOS MINUTES & CLAIMS 4.11.23

BOARD OF SUPERVISORS CALHOUN COUNTY COURTHOUSE ROCKWELL CITY, IOWA TUESDAY, APRIL 11, 2023

The Board of Supervisors of Calhoun County met with the following members present: Jacobs, Becker and Legore.

Kristi Johnson, HR Director was present.

Everyone present stood and said the Pledge of Allegiance.

Agenda additions: None.

Motion by Legore and seconded by Becker to approve the agenda as is with no changes. Ayes all. Motion carried.

The minutes of the last meeting were read. It was moved by Becker and seconded by Legore to approve the minutes. Ayes all. Motion carried.

Public comments: No one from the public was present for comments.

Nick Buse, Calhoun/Sac County Engineer presented department updates.

Motion by Legore seconded by Becker to approve Chairman to sign DOT 5-year Budget and Program. Ayes all. Motion carried.

Motion by Becker seconded by Legore to approve Stratford Gravel Contract, Inc. for road gravel at the Otto Pitt for 2023. Ayes all. Motion carried.

Motion by Legore seconded by Becker to approve Underground Construction Application 2-2023 to Webster-Calhoun Cooperative Telephone Association for buried fiber optic cable 2 miles South from Rinard on 330<sup>th</sup> St. Ayes all. Motion carried.

Kristi Johnson, HR Director presented EMS employee status changes. Alan Robinson is going from full time EMT to PRN. Jennifer Nielsen Buckley is resigning from Calhoun County EMS. We wish them well and thank them for their loyal service to Calhoun County.

Kristi also presented an early retirement agreement. Motion by Legore seconded by Becker to approve the early retirement agreement and release for Kerrie Hull, EMS Director, effective April 11, 2023. Ayes all. Motion carried. Kerrie was thanked for her 20+ years of dedicated service to Calhoun County EMS and making the EMS Program what it is today. We wish her well. Also present were Kerrie Hull, Elma DeVries, Linda Hammen, Luke Winkelman and Chrissie Cook.

Motion by Becker seconded by Legore to name Luke Winkelman as

the Interim Director for EMS effective April 11, 2023 until a full time Director can be hired. Ayes all. Motion carried.

Cathy Voith, County Recorder presented a letter to the Board that Michelle Lamphier rejected the offer of 70% of the Recorder's salary and to reconsider the decision to pay her as an 80% deputy. Michelle is currently a part-time employee considering going full time August 1. The current guideline the County has been following is that deputies start at 60% and end up at 80% after 7 years. After much discussion, Motion by Legore seconded by Becker to approve 75% pay as of August 1, 2023. Ayes: Legore, Becker. Nays: Jacobs. Motion carried. Michelle Lamphier was also present for the discussion.

Motion by Becker seconded by Legore to rescind Resolution 2023-09 that was approved on March 7<sup>th</sup>, 2023 due to incorrect Article of Agreement listed. Ayes all. Motion carried.

Motion by Legore seconded by Becker to approve Resolution 2023-14. Ayes all. Motion carried. RESOLUTION 2023-14

A RESOLUTION TO WITHDRAW FROM THE ARTICLES OF AGREEMENT WHICH FORMED THE WORKFORCE DEVELOPMENT CHIEF ELECTED OFFICIAL CONSORTIUM FOR THE WORKFORCE INNOVATION AND OPPORTUNITY ACT OF 2014

WHEREAS, Calhoun County previously signed a resolution to approve the Articles of Agreement creating the Workforce Development Chief Elected Official Consortium (CEO) together with five (5) other counties in North Central Iowa. Known as the "North Central Iowa Local Workforce Development Area" or NCILWDA; and,

WHEREAS, this 28E Agreement was filed with the Iowa Secretary of State on October 2, 2020 and assigned filing number M512999 and amended/filed with the Iowa Secretary of State on April 4, 2023 assigned filing number M515884; and,

WHEREAS, Article 12 of the Agreement allows counties to withdraw from this Agreement by resolution of their Board of Supervisors and by providing notice of said withdrawal to the CEO Board at least thirty (30) days prior to the beginning of the upcoming fiscal year. NOW, THEREFORE BE IT RESOLVED by the Calhoun County Board of Supervisors that:

It does hereby invoke Article 12 of the Articles of Agreement which formed the Workforce Development Chief Elected Official Consortium for the Workforce Innovation and Opportunity Act of 2014 and withdraws from the Agreement at the end of the day June 30, 2023. It understands and is its intention withdrawal of the Agreement by all six (6) counties will terminate the Agreement.

Motion by Becker seconded by Legore to approve drainage claims as presented. Full minutes are available for review upon request in the Auditors Office.

Motion by Becker seconded by Legore to review the claims (checks 73588-73700), bank drafts (DFT0003010 - DFT0003030) and stamped warrants (505596-505599) and were allowed as endorsed. Ayes all. Motion carried.

Motion by Legore seconded by Becker to approve Memorandum of Understanding for Enhanced Security Services with Department of Management and Iowa office of the Chief Information Officer through February 2025. Ayes all. Motion carried.

Motion by Legore seconded by Becker to approve Fireworks Permit to Twin Lakes Events Committee for July 4, 2023 at 10PM rain date July 5, 2023 at 10PM at south end of Featherstone Park on shore of N Twin Lakes. Ayes all. Motion carried.

Motion by Legore seconded by Becker to approve Class C Retail Liquor License to Traditions at 6903 Twin Lakes Road, Rockwell City effective May 1, 2023 to April 30, 2024. Ayes all. Motion carried.

Motion by Becker seconded by Legore to adjourn until Tuesday, April 18<sup>th</sup>, at 9:00 A.M. for their next regularly scheduled meeting. Ayes all. Motion carried.

Scott Jacobs, Chairman Scott Becker, Vice Chairman Carl Legore, Member Robin D. Batz, Auditor Access Systems Leasing..... Ph Sharp Mx-6071.....\$1,627.28

All's Corner Oil Company..... Tif 2nd Half 2021 Tax Collections .....\$13,191.27

Barb Riley....Ph Mahogany Tables (5).....\$695.59

Bell Optical.....Sfty Glasses/Schleisman.....\$185.91

Blue Ribbon Pelham.....Auditor Water Mar 2023.....\$355.25

Bound Tree Medical Llc.....Ph (6) Boxes Medium Gloves.....\$1,159.86

Buena Vista Co Auditor..... Sw505598 505599 Jtdd 59-7 Engineer Report.....\$8,600.00

Calhoun Co Economic Dev..... Business Park Phase 1 Rise Reimburse 6.....\$115,841.74

Calhoun Co Electric.....North Tower Electric 030123-040223.....\$786.88

Calhoun Co Journal Herald...Bos/Aud/Zoning Mar 2023.....\$1,491.48

Calhoun Co Reminder.....Cons Building Better Birders Workshop.....\$153.00

Calhoun Co Sheriff.....Warrant Fee Smcr505702.....\$252.67

Calhoun-Burns & Associates Inc. Bridge Design/Ce 1700.....\$3,643.20

Cardmember Service.....Conservation 030323-040323.....\$788.63

Carlson Auto Body & Repair...Ems Ambulance Parts.....\$1,343.45

Carol A Meyer.....Emr Certificate Reimburse.....\$88.00

Carroll Co Sheriff.....Jail Room & Board Mar 2023.....\$11,922.70

Central Ia Distributing, Inc.....Conservation Supplies.....\$636.00

Champion Chrysler. Conservation 2022 Ram Promaster City.....\$35,125.00

Cintas Corporation.....Sfty Sply/Manson/Lc/Rc.....\$540.55

City Of Lake City.....Strm Swr/Swr/Wtr Srv-Lc#1.....\$65.72

City Of Manson.....Swr/Wtr Srv-Manson.....\$63.62

City Of Pomeroy.....Ci/Lndfll/Swr/Wtr Srv-Pomeroy.....\$67.63

City Of Rockwell City.....Lndfll/Swr/Wtr Srv-Rc.....\$579.50

Dallas Co Sheriff Office.....Small Claims Service For Jail R&B.....\$33.75

Dell Marketing L.p.....Sheriff Dept Monitors X4.....\$663.96

Dodge Graphix.....Ph A-Frame Dry Erase Sign.....\$255.00

Fareway, Shop Sply/Rc.....\$44.06

Farnhamville Public Library.....4th Qtr Fy22/23 Payment.....\$4,014.10

Gentry Hardware.....Ems Supplies.....\$338.76

Gray Sanitation.....Grbg Srv/Manson.....\$39.00

Groenmark Fs...U87e10/Diesel #1/ Diesel #2.....\$18,091.74

Housby Mack Inc.....Parts/112.....\$22.84

Iowa Co Attorneys Assn Inc...Icaaa Annual Due 23/24.....\$391.00

Iowa Communications Network...Icn Link Mar 2023.....\$452.00

Iowa Prison Industries.....Sign Sply.....\$138.10

Iowa Small Engine Center.....Concrete Vibrator/Parts.....\$566.19

Isaca, 2023 Isaca Dues...\$250.00

It Savvy Lc.....Adobe Lyndie.....\$154.00

Jcl Solutions-Janitor's Closet.....Custodial Supplies.....\$541.55

Jennifer Nielsen-Buckley. Mileage 031223-032523.....\$15.50

Jeremy Swanson.....April 2023 Rent.....\$300.00

Jim Hawk Truck Trailers Inc.....Parts/213.....\$1,244.08

Jj Hands Library.....4th Qtr Fy22/23 Payment.....\$4,123.18

Joe's Tire & Auto Inc.....13-4 Oil Change & New Tire.....\$470.40

Kerrie Hull.....Mileage 031223-032523.....\$43.50

Kristi Johnson.....Mileage: 2023 Iec Conf.....\$118.20

Krueger Surveying Pc.....Reset Survey Pins/Redenius 1st Add...\$350.00

Lake City Hardware Inc.....Shop Sply.....\$69.90

Lake City Public Library.....4th Qtr Fy22/23 Payment.....\$8,018.92

Larson-Weishaar Funeral Home...Transport To State Me 032223...\$595.00

Lawson Products Inc.....Parts/Stk.....\$2,367.43

Linda Hammen.....Mileage 031223-032523.....\$75.00

Loffler.....Recorder Copier 040423-050323.....\$66.49

Lytton Public Library.....4th Qtr Fy22/23 Payment.....\$1,874.54

Manson Lumber Co Conservation Supplies.....\$58.76

Manson Public Library.....4th Qtr Fy22/23 Payment.....\$8,072.23

Manson Veterinary Clinic Pc.....Animal Control Mar 2023.....\$136.00

Matheson Tri-Gas IncEms Medical Supplies.....\$234.12

Mcfarland Clinic Pc.....Inmate Medical Care.....\$605.00

Mediacom.....Courthouse Phone/Internet 041223-051123.....\$1,351.51

Menards Inc.....Conservation Supplies.....\$509.68

Merck Sharp & Dohme Corp.....Varivax Vaccine.....\$2,481.46

Metro Waste Authority/Rcc Service Fee Jan-Mar 2023.....\$2,072.23

Mid America Publishing Corp.....Bos Mar 2023.....\$627.83

Midamerican EnergyConservation 022423032723.....\$1,242.57

Midwest Wheel Companies Inc...Parts/Stk.....\$121.29

Napa Auto Parts-Manson.....Filters/Stk.....\$1,086.96

Napa Of Rcc/Haley.....Eqp Parts/Conc Vibrator.....\$12.12

Office Elements.....Attorney Office Supplies.....\$551.73

Palmer & Swank Funeral Home...Transport To State Me 032423...\$595.00

Pitney Bowes Global Financial.....Ph Postage Machine Lease 012923-042923.....\$185.49

Pomeroy Public Library.....4th Qtr Fy22/23 Payment.....\$4,991.26

Pro Cooperative.....U87e10/Diesel #2.....\$18,700.92

Rees Truck And Trailer, Inc. Mack Software/Rc Shop Computer.....\$6,435.09

Rfcc Communications Consulting Isics Work Mar 2023.....\$200.00

Rockwell City Postmaster.....Replenish Funds Auditor Brm Permit 3001.....\$300.00

Rockwell City Public Library.....4th Qtr Fy22/23 Payment.....\$8,412.37

Sac Co Sheriffs Office.....Small Claims Service For Jail R&B.....\$30.50

Sgs Llc.....Mar 2023 Trash Pickup Lc/Rc.....\$718.50

Somers Public Library.....4th Qtr Fy22/23 Payment.....\$3,302.09

Stan Houston Equipment Co Inc...Patching Sply.....\$420.00

Stewart Memorial Comm Hosp.....Ems Medications Feb 2023.....\$1,015.54

Swanson Hardware (Manson).....Shop Sply/Manson.....\$39.98

Thomson-Stracke Implement.....Parts/344.....\$790.31

Timiges Overhead Doors.....Overhead Doors/Rc...\$5,150.00

Tk Elevator Corporation...Elevator Maint Apr 2023.....\$392.45

U S Cellular...Sheriff Cell Phones 021223-031123.....\$489.66

Unitypoint Health.....Bis Cpr Ecard Pw.....\$7.00

Unitypoint Occ Med Ft.....Dodge.....Pre-Employment: Emr Program X2.....\$570.00

Verizon Wireless.....E911 Sheriff Aircards 021723-031623.....\$884.88

Webster Calhoun Coop.....Ems Internet/Tv Apr 2023.....\$786.98

Webster Co Auditor.....3rd Qtr Fy 22/23 Rent...\$115.23

Webster County Sheriff.....Small Claims Service For Jail R&B.....\$98.14