

CITY COUNCIL

AUGUST 19, 2024

The Jesup City Council met in a regular council meeting on Monday, August 19, 2024, at 7:00 p.m. in the Jesup City Hall, 791 6th Street, Jesup, Iowa. Public access to the meeting was accessible through YOUTUBE from a computer, tablet, smartphone, or telephone.

Mayor Chris Even called the meeting to order at 7:00 p.m.

Members present: Denny Bell, Chad Kohagen, Andrew Hamilton, and Todd Rohlfen.

Absent: Craig Wright.

Motion by Kohagen, seconded by Bell, to approve the agenda. Motion carried 4:0.

Motion by Kohagen, seconded by Hamilton, to approve and adopt the following items on the consent agenda. 1. Approve the minutes of the August 5, 2024, regular council meeting. 2. Approve the City Clerk reports. 3. Approve the claims and give directions to pay. 4. Approve **Resolution No. 2025-11 RESOLUTION APPROVING THE 2023-2024 CITY ANNUAL FINANCIAL REPORT TO THE STATE AUDITOR.** Roll Call: Ayes: Bell, Kohagen, Hamilton, Rohlfen. Nays: None. Motion carried 4:0.

CLAIMS PRESENTED TO THE CITY COUNCIL FOR AUGUST 19, 2024

WARRANTS WRITTEN SINCE THE AUGUST 5, 2024, MEETING:

Accounts Payable	Payroll ACH - 8-11-2022	20,946.06
Farmers State Bank	Payroll taxes - Federal, Medicare, Social Security	6,534.02
Employee Benefit Systems	Claims processing/self-funding	123.32

CLAIMS PRESENTED FOR AUGUST 19, 2024

AGVANTAGE FS	WEED KILLER - ST	260.45
AMAZON CAPITAL SERVICES	RACK/EARMUFFS/LIGHT - PD, ST, WW	254.41
AP INDUSTRIAL STEEL	MISC STEEL - ST	143.06
BLACK HAWK WASTE DISPOSAL	JULY CARDBOARD/RECYCLING	1,763.50
BMC	TRUCK PARKING/PARK ROCK - PK, ST	517.79
BOUND TREE	MEDICAL SUPPLIES - AMB	397.17
BUCHANAN CO. HEALTH CENTER	DOT DRUG SCREEN - ST	73.02
CHEYENNE BRASE	REFUND WATER DEPOSIT	56.49
CITY LAUNDERING	MATS, MOPS, RAGS, TOWELS-CH, ST, WA, WW	330.60
CONSOLIDATED ENERGY	GREASE - ST	97.00
D & D TIRE	TIRE REPAIR - PD	25.00
DAKOTA SUPPLY	SAMPLING STATION - ARPA	1,985.29
DISPLAY SALES	GARLAND - PK	1,170.00
FEHR GRAHAM	ENGINEERING	17,785.00
FERTILIZER DEALER	ELBOW/HOSE/NIPPLE - FD, ST	91.73
G & L LAWNRRANGERS	AINSWORTH TREE REMOVAL - ST	1,189.00
GORDON FLESCH	COPIER CONTRACT/OVERAGES - CH	28.00
HOME DEPOT	HOSE/TRIGGER - WW	58.74
IOWA CODIFICATION	JULY SUPPLEMENT/ORD UPDATES	1,337.00
IOWA DNR	NPDES PERMIT WWTP - WW	350.00
KAY PARK	DRINKING FOUNTAIN - ARPA	6,190.80
KWIK TRIP	WATER - FD	12.12
MACQUEEN	SCBA SERVICE - FD	1,675.76
MCCLURE	WWTP	15,942.50
MENARDS	WATER/HOSE HANGER - WW	37.70
MICROBAC LABORATORIES	WW/DRINKING WTR ANALYSIS - WA, WW	2,173.75
O'REILLY	LFT STN #2 GENERATOR RPR - WW	14.39
OELWEIN PUBLISHING	FINANCIAL REPORT/PUBLIC NOTICE SRF	205.91

ROBERTS, STEVENS & PRENDERGAST	LEGAL FEES - CH	3,195.39
SPAHN & ROSE	UTILITY CART/WORK BENCH - ST, WW	151.41
SUMMIT	SPRINKLER INSPECTION - AMB, CH, FD	1,830.00
THOMAS JAMES	GARBAGE/WWTP CLEAN UP - ALL	896.32
TITAN MACHINERY	ASSEMBLY - ST	423.45
US CELLULAR	CELL PHONES - AMB, BLDG, FD, WA, WW	285.87
USA BLUE BOOK	DUCKBILL/TUBING - WA	212.87
UTILITY EQUIPMENT	DRINKING FOUNTAIN - ARPA	787.50
VERIZON WIRELESS	MOBILE BROADBAND/CELLPHONE - PD	244.78
VICKI STAEBELL	REFUND RENTAL FEE - CH	100.00
WEX	FUEL - ALL	2,468.80
TOTAL		64,762.57

PUBLIC HEARING

Motion by Hamilton, seconded by Bell, to open the public hearing on the authorization of a loan and disbursement agreement and the issuance of notes to evidence the obligation of the city thereunder. Motion carried 4:0. The clerk reported no oral or written objections had been filed. Mayor Even opened the floor for any objections. Hearing none, the Mayor requested a motion to close the public hearing. Motion by Rohlfesen, seconded by Kohagen, to close the public hearing. Motion carried 4:0. The Mayor declared the public hearing closed.

Motion by Bell, seconded by Rohlfesen, to approve **Resolution No. 2025-12 RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$793,000 SEWER REVENUE CAPITAL LOAN NOTES.** Roll Call: Ayes: Kohagen, Hamilton, Bell, Rohlfesen. Nays: None. Motion carried 4:0.

CITIZEN INPUT

Bonnie Urban spoke regarding the EMS Association presentation.

DEPARTMENTAL REPORTS

Motion by Bell, seconded by Kohagen, to accept the departmental reports. Motion carried 4:0.

NEW BUSINESS

Lisa Kremer, Buchanan County Economic Development Commission, presented to the Jesup City Council a plaque in recognition of support to the BCEDC. Kremer updated the council on the current programs that BCEDC has been working on in 2024. Kremer introduced Shawn Bainbridge, BCEDC Communications Manager, to the council. Bainbridge asked the council to complete a questionnaire to list the three most interesting reasons/sights/or attractions that would bring a non-resident to Jesup.

Dan Walter, Kim Lingenfelter, and John Kerkove, Buchanan County Emergency Medical Services Association, spoke regarding the Buchanan County EMS Association. The association is asking the citizens of Buchanan County to support a vote at the November election to help support EMS in Buchanan County. The association is proposing a levy of \$0.75 per \$1,000.00 of assessed property value. Walter stated this would generate approximately \$975,000.00 in revenue to support EMS in Buchanan County. This revenue would help support staffing, equipment, and training for EMT's and Paramedics. The council questioned how this would benefit Jesup because Jesup has our own volunteer service. Walter stated that Jesup's property tax generated from the levy would be approximately \$169,000.00. Walter stated that Jesup Ambulance would have to submit a request to the association for a purchase and the association will make a recommendation to the Board of Supervisors for approval. The property taxes that the Jesup residents pay are not guaranteed to come back to the City of Jesup Ambulance service. The council discussed setting up an irrevocable trust fund agreement to ensure that property tax from Jesup residents comes back to Jesup for Jesup Ambulance to spend. Mayor Even questioned if a 28E agreement can be set up between Buchanan County and the City of Jesup for the Jesup Ambulance portion of the property tax levy. The council stated that an irrevocable trust fund or a 28E agreement need to be completed before the election in November.

Mayor Even spoke regarding the Minor Subdivision Plat for Mid Iowa Cooperative. This minor plat went before the Planning and Zoning Commission because Lot 2 does not meet the setback requirements under our zoning ordinance. Mid Iowa Coop would like to split their property into three lots. The Planning and Zoning Commission approved the minor plat waiving the side setback requirement of the subdivision ordinance. Motion by Rohlfesen, seconded by

Kohagen, to approve **Resolution No. 2025-13** RESOLUTION APPROVING MINOR SUBDIVISION PLAT with waiving the side setback requirement of the subdivision ordinance. Roll Call: Ayes: Bell, Rohlfesen, Kohagen, Hamilton. Nays: None. Motion carried 4:0.

Chief Evans spoke regarding the promotion of Randy Samec to Police Sergeant. Evans stated that Samec has been a great asset to the department and Evans recommends Randy Samec to the position of Police Sergeant. Motion by Hamilton, seconded by Rohlfesen, to approve **Resolution 2025-14** RESOLUTION NAMING RANDY SAMEC AS POLICE SERGEANT AND SETTING THE SALARY. Roll Call: Ayes: Rohlfesen, Bell, Hamilton, Kohagen. Nays: None. Motion carried 4:0.

Motion by Rohlfesen, seconded by Kohagen, to approve **Resolution 2025-15** RESOLUTION APPROVING THE HIRING OF A PART TIME LIBRARY ASSISTANT AND SETTING THE SALARY. Roll Call: Ayes: Kohagen, Rohlfesen, Hamilton, Bell. Nays: None. Motion carried 4:0.

Mayor Even spoke regarding the change order for the Young and 8th Street Utility and Street Improvements Project. This change order is adjusting for final quantities. Motion by Rohlfesen, seconded by Hamilton, to approve change order #1 in the amount of \$28,215.20 increase for the Young and 8th Street Utility and Street Improvements Project. Roll Call: Ayes: Kohagen, Hamilton, Rohlfesen, Bell. Nays: None. Motion carried 4:0.

Motion by Hamilton, seconded by Bell, to approve **Resolution No. 2025-16** RESOLUTION APPROVING PAYMENT #8 FOR THE YOUNG & 8TH STREET UTILITY AND STREET IMPROVEMENTS PROJECT. Roll Call: Ayes: Bell, Rohlfesen, Hamilton, Kohagen. Nays: None. Motion carried 4:0.

Motion by Bell, seconded by Hamilton, to approve **Resolution No. 2025-17** RESOLUTION ACCEPTING IMPROVEMENTS – YOUNG & 8TH STREET UTILITY AND STREET IMPROVEMENTS PROJECT. Roll Call: Ayes: Kohagen, Rohlfesen, Bell, Hamilton. Nays: None. Motion carried 4:0.

Motion by Rohlfesen, seconded by Kohagen, to approve **Resolution No. 2025-18** RESOLUTION APPROVING PAYMENT #9 - RETAINAGE FOR THE YOUNG & 8TH STREET UTILITY AND STREET IMPROVEMENTS PROJECT. Roll Call: Ayes: Bell, Rohlfesen, Hamilton, Kohagen. Nays: None. Motion carried 4:0.

Mayor Even spoke regarding the change order for the 220th Street Sanitary Sewer Extension Project. This change order is adjusting for final quantities. Motion by Hamilton, seconded by Bell, to approve change order #1 in the amount of \$17,994.49 decrease for the 220th Street Sanitary Sewer Extension Project. Roll Call: Ayes: Hamilton, Kohagen, Rohlfesen, Bell. Nays: None. Motion carried 4:0.

Motion by Rohlfesen, seconded by Hamilton, to approve **Resolution No. 2025-19** RESOLUTION APPROVING PAYMENT #2 FOR THE 220TH STREET SANITARY SEWER EXTENSION PROJECT. Roll Call: Ayes: Bell, Rohlfesen, Hamilton, Kohagen. Nays: None. Motion carried 4:0.

Motion by Hamilton, seconded by Bell, to approve **Resolution No. 2025-20** RESOLUTION ACCEPTING IMPROVEMENTS – 220TH STREET SANITARY SEWER EXTENSION PROJECT. Roll Call: Ayes: Hamilton, Kohagen, Rohlfesen, Bell. Nays: None. Motion carried 4:0.

Motion by Rohlfesen, seconded by Hamilton, to approve **Resolution No. 2025-21** RESOLUTION APPROVING PAYMENT #3 - RETAINAGE FOR THE 220TH STREET SANITARY SEWER EXTENSION PROJECT. Roll Call: Ayes: Hamilton, Bell, Rohlfesen, Kohagen. Nays: None. Motion carried 4:0.

Mayor Even spoke regarding the change order for the North Street Overlay Project. This change order is adjusting for final quantities. Motion by Kohagen, seconded by Bell, to approve change order #2 in the amount of \$12,677.40 decrease for the North Street Overlay Project. Roll Call: Ayes: Hamilton, Kohagen, Rohlfesen, Bell. Nays: None. Motion carried 4:0.

Motion by Rohlfesen, seconded by Hamilton, to approve **Resolution No. 2025-22** RESOLUTION ACCEPTING IMPROVEMENTS – NORTH STREET OVERLAY PROJECT. Roll Call: Ayes: Kohagen, Rohlfesen, Bell, Hamilton. Nays: None. Motion carried 4:0.

Motion by Rohlfesen, seconded by Bell, to approve **Resolution No. 2025-23** RESOLUTION APPROVING PAYMENT #5 - RETAINAGE FOR THE NORTH STREET OVERLAY PROJECT. Roll Call: Ayes: Bell, Rohlfesen, Hamilton, Kohagen. Nays: None. Motion carried 4:0.

Motion by Hamilton, seconded by Bell, to set September 16, 2024, as the public hearing date for the application for annexation from Roger Hershberger. Motion carried 4:0.

Mayor Even stated that the first council meeting in September is on Labor Day. The council discussed possible alternative dates. Motion by Hamilton, seconded by Bell, to approve **Resolution No 2025-24** RESOLUTION CHANGING THE CITY COUNCIL MEETING DATE. The first council meeting in September will be September 3, 2024, at 7:00 p.m. Roll Call: Ayes: Kohagen, Bell, Hamilton, Rohlfesen. Nays: None. Motion carried 4:0.

Motion by Hamilton, seconded by Bell, to go into closed session pursuant to Iowa Code section 21.5(1)(c), to discuss strategy with counsel in matters where litigation is present or imminent and where disclosure of such matters would likely prejudice the position of the city in that litigation. Roll Call: Ayes: Kohagen, Rohlfesen, Hamilton, Bell. Motion carried 4:0. Motion by Rohlfesen, seconded by Kohagen, to end closed session. Roll Call: Ayes: Rohlfesen, Hamilton, Kohagen, Bell. Motion carried 4:0.

Mayor Even declared the council reconvene open session at 9:12 p.m.

Motion by Kohagen, seconded by Rohlfesen, to approve dismissal of 657A proceedings at 546 Prospect Street if the other party agrees to paying ½ of the court costs. Roll Call: Ayes: Bell, Kohagen, Hamilton, Rohlfesen. Nays: None. Motion carried 4:0.

ADJOURN

Motion by Rohlfesen, seconded by Hamilton, to adjourn the meeting. Motion carried 4:0. The meeting was adjourned at 9:12 p.m.

Koley Mead
City Clerk

REVENUES AND EXPENSES FOR THE MONTH OF JULY

	REVENUES	EXPENSES
GENERAL	61,695.13	208,667.09
ROAD USE TAX	28,537.07	.00
EMPLOYEE BENEFIT	867.62	15,155.69
EMERGENCY	116.39	.00
LOCAL OPTION SALES TAX	32,739.07	.00
TAX INCREMENT FINANCING	.00	.00
DEBT SERVICE	1,584.83	600.00
WASTEWATER TREATMENT	159,870.34	159,870.34
SRF SPONSORED PROJECT	.00	8,063.40
NORTH STREET IMPROVEMENTS	.00	.00
AMERICAN RESCUE PLAN ACT	.00	3,922.19
SPLASH PAD	.00	1,615.10
VETERANS PARK	11,123.00	.00
YOUNG & 8 TH STREETS	.00	.00
220 TH STREET SANITARY SEWER	.00	.00
PROSPECT & HOPKINS STREET	.00	32,000.00
WATER	36,784.83	19,658.72
SEWER	69,325.74	14,976.98
WATER DEPOSITS/SALES TAX	2,530.94	2,437.92
TOTAL	405,174.96	466,967.43