

CITY COUNCIL

JANUARY 20, 2020

Jesup City Council met in regular session on Monday, January 20, 2020, at 7:00 o'clock p.m. in the Jesup City Hall Council Chambers, 791 6th Street, Jesup, Iowa.

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

Members present: Denny Bell, Dave Bishop and Craig Wright.

Absent: Curtis Schares and Todd Rohlfen

Motion by Bell, seconded by Bishop, to approve the agenda. Motion carried 3:0.

Todd Rohlfen joined the meeting via telephone at 7:02 p.m.

Motion by Bishop, seconded by Wright, to approve and adopt the following items on the consent agenda: 1. Approve the minutes of the January 7th City Council meeting. 2. Approve the claims as presented and give direction to process and pay. Motion carried 4:0.

CLAIMS PRESENTED TO THE CITY COUNCIL FOR JANUARY 20, 2020

WARRANTS WRITTEN SINCE THE JANUARY 7, 2020 MEETING:

Jesup Postmaster	January Water bills	304.56
Accounts Payable	Payroll ACH - 1-14-20	16,507.87
Collection Services	Child support	125.00
Farmers State Bank	Payroll taxes - Federal, Medicare, Social Security	5,442.02

CLAIMS PRESENTED FOR JANUARY 20, 2020:

AUTO PLUS	OIL FILTERS - AMB, PD	29.07
B & B FARMSTORE	SHIPPING - WW	87.62
BLACK HAWK CO. EMER. MED	2020 ANNUAL DUES - AMB	50.00
BLACK HAWK WASTE DISPOSAL	DECEMBER RECYCLING	835.24
BUCHANAN COUNTY	DISPATCHING SERVICES 1/2 FY20	23,440.50
CARD SERVICES	DVD, BOOKS, LAPTOP - AMB, FD, ST, LIB	610.21
CITIZEN HERALD	PUBLISH MINUTES - CH	197.16
CITY LAUNDERING	MATS, MOPS, RAGS, TOWELS-CH, ST, WA, WW	716.25
CONSOLIDATED ENERGY	350 GAL DSL, OIL - ST, WA	926.35
D & D TIRE	REPLACE TIRES - AMB. ST	1,375.00
DON'S TRUCK SALES, INC	BULBS - ST, WA	17.60
EMERGENCY MEDICAL PRODUCT	MEDICAL SUPPLIES - AMB	601.33
ENVIRONMENTAL SYSTEM RES	ARC GIS SOFTWARE - WA, WW	1,950.00
FAYETTE ELECTRONICS	RADIOS - AMB	6,653.00
HALL, ZANE AND SHANA	RETURN WATER DEPOSIT - WA	125.00
HAWKEYE ALARM & SIGNAL	ACCESS CONTROL SOFTWARE UPDATE - CH	1,307.00
HAWKEYE COMMUNITY COLLEGE	EMT TUITION - AMB	1,817.50
ICC - MEMBERSHIP	DUES - BLDG	135.00
IOWA DEPT PUBLIC SAFETY	MACH - PD	300.00
JESUP COMMUNITY SCHOOL	COMMUNITY REC PROGRAM 3RD QT FY20	2,500.00
JOHN POWERS	REIMB MILEAGE - BLDG	132.83
KEYSTONE LABORATORIES	WATER/WASTEWATER ANALYSIS - WA/WW	935.50
KWIK TRIP	176 GAL UNP, 166 GAL DSL	802.56
MCCLURE ENGINEERING	WW TREATMENT FACILITY PLAN - WW	4,650.00
MCKEEN, LINDA	RETURN WATER DEPOSIT - WA	29.37
MENARD'S	LETTERING - FD	6.72
MIDWEST PATCH	HIGH PERFORMANCE PATCH, SIGNS - ST	596.00
PCC-PHYSICIAN'S CLAIMS COMPANY	ELECTRONIC CLAIMS FEES - AMB	781.35

PETERSON TRUSTWORTH HARDWARE	ICE MELT, KEYS - PD, WA, FD, AMB, LIB	211.95
PREMIER TECHNOLOGY	MICRO USB, HARD DRIVE - PD, CH	65.00
PRESTO-X COMPANY	PEST CONTROL - CH, PD	79.00
QUAD COUNTY FIRE SCHOOL	FORCIBLE ENTRY BAILOUT TRAINING - FD	25.00
ROBERTS, STEVENS & PRENDER	LEGAL FEES - CH, PD	557.50
SPAHN & ROSE LUMBER COMPANY	LUMBER, SCREWS - PARKS	293.44
STATE CHEMICAL SOLUTIONS	WASTEWATER TREATMENT PROGRAM	158.33
SUPERIOR WELDING	OXYGEN - AMB	45.00
TELEFLEX MEDICAL	NEEDLE SETS - AMB	1,125.50
US CELLULAR	MOBILE PHONES - AMB, BLDG, WA/WW	222.86
YOUNGBLUT, KEN AND KIM	RETURN WATER DEPOSIT - WA	73.10
ZARNOTH BRUSH WORKS, INC.	BROOM REFILL, DIRT SHOES - ST	366.75
ZOLL MEDICAL CORP.	CPR STAT PADS - AMB	173.67
TOTAL		55,005.26

CITIZEN INPUT

None

NEW BUSINESS

Adam Kerns, Hub International, spoke regarding hiring Hub International to administer the employee insurance. City Clerk Koley Mead spoke regarding the renewal for the health insurance for the employees. There will be a 2.8% increase in premiums. Motion by Bell, seconded by Bishop, to approve hiring Hub International to administer the employee insurance Roll Call: Ayes: Rohlfesen, Wright, Bishop, Bell. Nays: None. Motion carried 4:0.

Motion by Bell, seconded by Bishop, to approve renewing United Healthcare BJ-HU PPO plan effective April 1, 2020 as health insurance for the city employees. Motion carried 4:0.

Motion by Rohlfesen, seconded by Bishop, to accept the application of Hailie Armstrong as a Jesup Ambulance volunteer. Motion carried 4:0.

Tony Lang, Jesup Chamber of Commerce President, updated the council on the mission for the Chamber of Commerce. Lang invited the council to meet with the Chamber.

City Clerk Koley Mead spoke regarding accepting debit/credit cards at City Hall from patrons. The patron will incur all charges associated with processing the payment. There will be no cost to the city for this service. Motion by Wright, seconded by Bell, to approve **Resolution 2020-25 RESOLUTION APPROVING MERCHANT AGREEMENT WITH GOVPAYNET LLC**. Roll Call: Ayes: Bell, Rohlfesen, Bishop, Wright. Nays: None. Motion carried 4:0.

Mayor Even spoke regarding the policy for purchase orders. Currently, the Mayor must sign a purchase order for any repair/purchase over \$500.00. There is not a limit on the maximum dollar amount. The Mayor recommended increasing the dollar amount to \$1000.00 before a purchase order needs completed. The Mayor also recommended any repair/purchase over \$5,000.00 needs council approval prior to the repair/purchase. Rohlfesen suggested the dollar amount that needs council approval be lowered to \$2,500.00. Motion by Rohlfesen, seconded by Bishop, to approve **Resolution 2020-26 RESOLUTION AMENDING RESOLUTION 2006-55, SETTING POLICY FOR COST OF REPAIRS OR PURCHASE OF EQUIPMENT**. Roll Call: Ayes: Bishop, Bell, Rohlfesen, Wright. Nays: None. Motion carried 4:0.

Motion by Bishop, seconded by Rohlfesen, to approve **Resolution 2020-27 RESOLUTION APPROVING PAY REQUEST #1 – NORTHEAST AREA CIPP LINING PROJECT**. Roll Call: Ayes: Bell, Rohlfesen, Wright, Bishop. Nays: None. Motion carried 4:0.

Mayor Even spoke regarding the current route for snowmobiles on city streets. The existing route does not connect at Young Street and Main Street to the south side of the railroad tracks on Main Street. In order to connect the route, the existing designated streets route resolution would need to be amended to add this portion of Main Street from Young Street to Douglas Street. The snowmobile club would like to add a clause to the resolution to allow

snowmobiles to travel from their residence to the route and from the route back to their residence. The council discussed parking of snowmobiles in the Land O Corn park across from Legacies and determined that council has already granted this permission. Motion by Bell, seconded by Wright, to approve **Resolution 2020-28 RESOLUTION AMENDING RESOLUTION 2018-28, DESIGNATING STREETS FOR THE OPERATION OF SNOWMOBILES**. Roll Call: Ayes: Bishop, Bell, Rohlfen, Wright. Nays: None. Motion carried 4:0.

Mayor Even spoke regarding the engineering agreement with MSA Professional Services Inc for the 1st Street Railroad Water Main Crossing Project. This project will install a 12-inch water main on 1st Street to provide redundancy to the water system for the south side of the city. The attorney reviewed the agreement and wants the following sentence added to the agreement: MSA acknowledges that if they are deemed solely negligent responsible for any damages, their professional liability insurance covers it. Motion by Rohlfen, seconded by Bishop, to approve an engineering agreement with MSA Professional Services, Inc for the 1st Street Railroad Water Main Crossing Project pending the above sentence added to the agreement. Roll Call: Ayes: Bishop, Wright, Rohlfen, Bell. Nays: None. Motion carried 4:0.

Mayor Even spoke regarding the city attorney presence at every council meeting. Attorney Prendergast spoke regarding other cities that she represents on the same night as our council meetings. Prendergast stated she should always be able to attend the 1st meeting of the month. If the agenda suggests that the attorney is not needed, the mayor can excuse the attorney from the meeting.

The Mayor and City Clerk presented an overview of the City budget to the council. The council would like to review and discuss the departmental budgets in a council work session. The council set Monday, February 24, 2020 at 4 p.m. as a work session.

Motion by Bell, seconded by Bishop, to set the public hearing date to approve the 2020-2021 proposed property tax levy for February 17, 2020. Motion carried 4:0.

ADJOURN

Motion by Rohlfen, seconded by Bishop, to adjourn the meeting. Motion carried 4:0. Meeting adjourned at 8:49 p.m.

Koley Mead
City Clerk