

~~October 11~~ January 7, 2008, 2007

The Conrad City Council met in regular session on ~~10/11/07/08/07~~ in Council Chambers. Officials present were, Council Members ~~Bill Gearhart, LeAnn Lynch, Sue McLeland~~, Lowell Schleisman, and Gary Stattler. ~~Absent: Shauna Callaway. Absent: Bill Gearhart, LeAnn Lynch.~~ Mayor Gregg Sharp called the meeting to order at 7:00 PM and opened with the Pledge of Allegiance.

—The agenda was approved as posted. ~~Stattler-Schleisman~~ moved, ~~Schleisman-McLeland~~ seconded, to approve the following consent items: Minutes from the ~~09/13/07/12/13/07~~ council meeting; ~~September~~ ~~December~~ 2007 clerk's financial report; Payment of claims totaling \$~~228,146.62~~337,702.74; ~~Authorized the use of City Hall for the annual tree festival;~~ ~~Approved a liquor license for the American Legion Post 681;~~ ~~Acknowledged a building permit from Roger Moler.~~ Ayes: 34.

The following claims include expenses for the City, Park Board, Library, Museum, Fire Department, and B-CERT.

A-Kleen Towel, service	38.75 <u>77.50</u>	Hanzelka Truck Services, repairs	43.75
Advanced Water Tech, chemicals	312.80	Heart of Iowa, phone/internet	293.50 <u>297.29</u>
Alert All, fire promo material	257.00	Hygienic Lab, lab	45.00
Alliant, utilities	5179.05 <u>6,279.61</u>	IMFOA, dues	30.00
Alltel, cell phones	165.69 <u>75.64</u>	Home Cooking, periodical	12.00
Audio Adventures, books	215.95	Hometown Foods, supply	27.18
Bankers Trust, fee	100.00	Denise Hoy, reimbursement	475.32
BCLUW School, reimburse	55.35	Hygienic Lab, lab	855.00
Beeghly Seed, grass seed	72.00	Ingram, books & supplies	1532.80 <u>421.69</u>
Benjamin Trophy, shirts	126.50	Innovative Communication, server	2937.15
Better Homes & Gardens, periodical	20.00	Iowa Builders, material	24.60
Susan Blythe, mileage	15.13 <u>15.13</u>	Iowa One Call, locates	13.50 <u>13.50</u>
Bob's Farm Center, diesel/ lawn care <u>trucking</u>	1338.46 <u>1,830.54</u>	IRWA, dues	225.00
Carl's Electric, parts & labor	2,906.85	Dave Juehems, Sept. mileage	15.52
Book Look, books	135.86	Ladehoff Lawn Care, landscaping	1175.00
David Butler, material	51.47	Library Petty Cash, misc.	92.74 <u>97.43</u>
Casey's, gas	114.36 <u>254.90</u>	Matt Parrott, forms	268.56
Coates Mfg, parts	381.84	Mid Iowa Coop, diesel	116.15
Conrad Auto, supplies	73.72	Mid-West Breathing, system	1,402.52
Des Moines Stamp, office supply	18.00	Marshall Co. Extension, classes	100.00
Dorsey & Whitney, bond attorney	6,872.10	Menards, supply	8.56
Central IA Farm Store, equipment	2981.00	Michael Todd, sign	50.21
Cessford Construction, cold patch	256.50	Moler Sanitation, services	90.00 <u>120.00</u>
Conrad Auto Supply, supplies	72.65	Monkeytown, supplies	50.06
Darla Ubben, reimburse	40.00	MES, demo saw	2,351.16
Niek Eckerman, mow	140.00	Brad Murty, sealer for parks	157.74
First National Bank, library items	563.24 <u>267.53</u>	NADA, periodical	70.00
Thomas Gale, book purchases	208.55	Nevada Monument, giving wall	873.00
Follet Software, library support	660.00	NCLS, key chains	25.00
Garling Const., library project	171,539.60 <u>280,745.90</u>	Platinum Plus, training/supply/postage	299.12 <u>65.80</u>
Gehrke Quarries, rock	285.32	Popular Woodworking, periodical	22.96
Grundy Co. Sheriff, contract	4,436.08		
HDC, business forms	21.67		

Premier, library contract/supply	337.00	127.00	Taste of Home, periodical	18.00
Public Safety Center, BCERT supply	124.69		Terracon, soil test	346.00
The Record, publications	109.88	102.22	Test America, lab	243.39
Sensus, support	1,200.00		US Postmaster, postage	120.38
Sports Illustrated, periodical	39.75			
State of Iowa, sales tax	8.83		Wolf Creek Childcare, LOST	4693.92
				649.83
Ryken Engineering, bike trail	3055.00		Betty Wood, reimburse	60.34
Scholastic Library, books	144.30		Woolsey Construction, labor	76.00
Soap Opera Digest, periodical	39.97		Jennifer Yantis, clean	6.67
State Treasurer, sales tax	1241.80			12.50
Gary Stattler, reimburse	428.66		Wages, 09-14-07 to 10-11-07	11-08-07 to 12-13-07
Struxture Architects, fees	2300.95	3,548.24		45,961.27
			Totals Claims	\$227,183.95
				337,702.74

Expenses per fund: General \$26,973.18; 20,098.43; Road Use Tax \$7366.51; 6,624.29; Employee Benefit \$1582.81; 1,672.66; LOST \$4693.92; 4,649.83; Library Bldg Project \$175,059.55; 291,266.24; Water \$5956.77; 6,781.66; Sewer \$5551.21; 6,609.63; September-December 2007 receipts per fund: General \$14,016.85; 14,275.89; RUT \$7618.04; 7,668.57; Employee Benefits \$1455.87; 1,055.83; LOST \$5522.26; 5,470.39; TIF \$3573.71; 1,874.24; Debt Service \$2955.09; 3,591.89; Wolf Creek Drive \$2455.00; Library Building Project \$52,033.72; 3,619.18; Water \$12,113.33; 1,390.03; Sewer \$32,309.84; 1,594.01. Total \$134,043.76; 40,540.03.

— Stattler moved and Lynch seconded to establish a “Tree Board” as recommended by the Conrad Main Street Inc. Board, and to allocate \$2200 to establish and operate the Tree Board for one year for the management of the annual tree budget. Ayes: 4.

— Council Proceedings 10/11/07

Don Ralston, residing at 113 N. Church Street in Conrad, addressed council regarding a recent occurrence of sewer backing up in his basement. Ralston would like to see the city develop a policy of informing residents of their responsibility for ensuring their home is protected against sewer backups. Mayor Sharp referred the item to committee for consideration.

Council member Stattler moved and Schleisman seconded to appoint Kirby Schmidt as the city attorney for calendar year 2008, and to set his annual retainer at \$1350 for 15 hours of legal work. Ayes: 3.

Council member Schleisman moved and Stattler seconded to renew the burn site lease with Robert and JoAnn Klein for a two year period, and to increase the annual lease amount to \$300. Ayes: 3.

The Iowa Northland Regional Council of Governments (INRCOG) resolutions were tabled until the next city council meeting.

After review of the current investment policy for the City of Conrad, Council member Schleisman moved and Stattler seconded to amend Section 5 of the policy by removing the words “shall not exceed the \$1,500,000” and replace them with “shall not exceed the \$2,000,000”. Ayes: 3.

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Struxture Architects submitted three change orders to the Library Building Project contracts for council to consider:

1. Schleisman moved and Stattler seconded to approve change order #1 to the furnishings contract by adding \$1211.00 for changes to library shelving and counter top at arched windows. Ayes: 3.
2. Change order #10 deducting \$2100.00 by removing the sod/installation and line painting from the general contract was tabled until further information is gathered regarding the cost to install the sod by another contractor.
3. Stattler moved and Schleisman seconded to consider change order #11 by adding \$1869.00 to the general contract for a concrete overrun. Ayes: none; Nays: 3. Change order was order not approved.

The Conrad Public Library Board submitted a list of items that they would like council to consider

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purchasing for the new library. Items include technology upgrades, tables for the community room, and a vacuum. Council requested that the list be further defined and prices itemized before action is taken.

Mayor Sharp scheduled a special council meeting for Monday, January 21, 2008 at 7:00 PM in Council Chambers. At this meeting council will consider a variety of topics including the 2009 fiscal year budget and the previous mentioned library requests.

— Under Library discussion the following took place:

- Council member Lynch moved and Schleisman seconded to award the following contracts for Furniture, Furnishings & Signage in the new library building: ASI \$11,364.50; Jones Library Sales \$55,376.00; Dimensions \$36,133.27; Kirk Gross \$2890.75; Phelans \$32,858.33. Ayes: 4.
- Council member Stattler moved and Lynch seconded to adopt resolution #122-2007.10 setting the public hearing date for November 8, 2007 at 7:00 PM to take action for the issuance of Urban Renewal Tax Increment Revenue Bonds in a principal amount not to exceed \$1,000,000. Ayes: Stattler, Lynch, Gearhart, Schleisman. Nays: none.
- During Discussion related to revolved around the fire alarm system, the consensus decision was to get further information from at the new library building. Mayor Sharp indicated he would like to wait to get a firm price from the Architect on the system that is being installed regarding the cost of the specified system and building code requirements, before any decisions are made.

Council member Lynch reported that Bruce and Nick have began scraping material off the section of the Comet Trail that is being redone. Grade stakes are scheduled to be set on Monday, October 15, 2007.

— Council member Stattler moved and Gearhart seconded to approve a curb cut application from Packaging Corporation of America (PCA). PCA will be adding a 40' apron to the south of the existing apron on the east side of Wolf Creek Drive. Ayes: 4.

— Council member Stattler moved and Schleisman seconded to set a public hearing for 11/08/07 at 7:00 PM for the purpose of considering the submission of a Housing Fund Application, and to set the city's financial match for the application at \$40,000. Ayes: 4.

— Council member Schleisman moved and Lynch seconded to grant permission to Deborah Sharp to operate a home occupation consisting of a part time salon from her home on Hackberry Lane. Ayes: 4.

— Council member Lynch moved and Stattler seconded to authorize Mayor Gregg Sharp to enter into an agreement with RUAN Securities for financial service related to the new Conrad Public Library Tax Increment Revenue Bonds. Ayes: 4.

— Mayor Sharp updated council on the progress made at the emergency planning meeting held 10/08/07. Several people attended the meeting representing the Fire Department, B-CERT, Oakview Nursing Home, BCLUW School, American Legion, and American Legion Auxiliary. A task force of consisting of 7 key people will be formed to develop an emergency plan for Conrad.

— With no further business evident, council adjourned at 8:44⁴² PM.

H. Gregg Sharp, Mayor

Denise L. Hoy, Clerk