

~~October 14/January 21, 2008, 2007~~

The Conrad City Council met in ~~regular special~~ session on ~~10/14/01/21/08/07~~ in Council Chambers. Officials present were, Council Members ~~Bill Gearhart, LeAnn Ly~~ Bill Gearhart, LeAnn Lynch, ~~neh, Sue McLeland~~, Lowell Schleisman, and Gary Stattler. ~~Absent: Shauna Callaway~~. Mayor Gregg Sharp called the meeting to order at 7:00 PM and opened with the Pledge of Allegiance.

~~Upon discussion concerning the projected costs for the new library building project,~~

~~The agenda was approved as posted. Stattler moved, Schleisman seconded, to approve the following consent items: Minutes from the 09/13/07 council meeting; September 2007 clerk's financial report; Payment of claims totaling \$228,146.62; Authorized the use of City Hall for the annual tree festival; Approved a liquor license for the American Legion Post 681; Aeknowledged a building permit from Roger Moler. Ayes: 4.~~

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

<del>A Kleen Towel, service</del>	<del>38.75</del>	<del>Iowa One Call, locates</del>	<del>13.50</del>
<del>Advanced Water Tech, chemicals</del>	<del>312.80</del>	<del>Dave Juehems, Sept. mileage</del>	<del>15.52</del>
<del>Alert All, fire promo material</del>	<del>257.00</del>	<del>Ladehoff Lawn Care, landscaping</del>	<del>1175.00</del>
<del>Alliant, utilities</del>	<del>5179.05</del>	<del>Library Petty Cash, misc.</del>	<del>92.74</del>
<del>Alltel, cell phones</del>	<del>165.69</del>	<del>Marshall Co. Extension, classes</del>	<del>100.00</del>
<del>Beeghly Seed, grass seed</del>	<del>72.00</del>	<del>Menards, supply</del>	<del>8.56</del>
<del>Benjamin Trophy, shirts</del>	<del>126.50</del>	<del>Michael Todd, sign</del>	<del>50.21</del>
<del>Better Homes &amp; Gardens, periodical</del>	<del>20.00</del>	<del>Moler Sanitation, services</del>	<del>90.00</del>
<del>Susan Blythe, mileage</del>	<del>15.13</del>	<del>Brad Murty, sealer for parks</del>	<del>157.74</del>
<del>Bob's Farm Center, diesel/lawn care</del>	<del>1338.46</del>	<del>NADA, periodical</del>	<del>70.00</del>
<del>Book Look, books</del>	<del>135.86</del>	<del>Nevada Monument, giving wall</del>	<del>873.00</del>
<del>David Butler, material</del>	<del>51.47</del>	<del>NCLS, key chains</del>	<del>25.00</del>
<del>Casey's, gas</del>	<del>114.36</del>	<del>Platinum Plus, training/supply</del>	<del>299.12</del>
<del>Central IA Farm Store, equipment</del>	<del>2981.00</del>	<del>Popular Woodworking, periodical</del>	<del>22.96</del>
<del>Cessford Construction, cold patch</del>	<del>256.50</del>	<del>Premier, library contract/supply</del>	<del>337.00</del>
<del>Conrad Auto Supply, supplies</del>	<del>72.65</del>	<del>Public Safety Center, BCERT supply</del>	<del>124.69</del>
<del>Darla Ubben, reimburse</del>	<del>40.00</del>	<del>The Record, publications</del>	<del>109.88</del>
<del>Niek Eckerman, mow</del>	<del>140.00</del>	<del>Ryken Engineering, bike trail</del>	<del>3055.00</del>
<del>First National Bank, library items</del>	<del>563.24</del>	<del>Scholastic Library, books</del>	<del>144.30</del>
<del>Follet Software, library support</del>	<del>660.00</del>	<del>Soap Opera Digest, periodical</del>	<del>39.97</del>
<del>Garling Const., library project</del>	<del>171,539.60</del>	<del>State Treasurer, sales tax</del>	<del>1241.80</del>
<del>Gehrke Quarries, rock</del>	<del>285.32</del>	<del>Gary Stattler, reimburse</del>	<del>428.66</del>
<del>Grundy Co. Sheriff, contract</del>	<del>4436.08</del>	<del>Structure Architects, fees</del>	<del>2300.95</del>
<del>Hanzelka Truck Services, repairs</del>	<del>43.75</del>	<del>Taste of Home, periodical</del>	<del>18.00</del>
<del>Heart of Iowa, phone/internet</del>	<del>293.50</del>	<del>Terracon, soil test</del>	<del>346.00</del>
<del>Home Cooking, periodical</del>	<del>12.00</del>	<del>Test America, lab</del>	<del>243.39</del>
<del>Hometown Foods, supply</del>	<del>27.18</del>	<del>Wolf Creek Childcare, LOST</del>	<del>4693.92</del>
<del>Denise Hoy, reimbursement</del>	<del>475.32</del>	<del>Betty Wood, reimburse</del>	<del>60.34</del>
<del>Hygienic Lab, lab</del>	<del>855.00</del>	<del>Woosley Construction, labor</del>	<del>76.00</del>
<del>Ingram, books &amp; supplies</del>	<del>1532.80</del>	<del>Jennifer Yantis, clean</del>	<del>6.67</del>
<del>Innovative Communication, server</del>	<del>2937.15</del>	<del>Wages, 09 14 07 to 10 11 07</del>	<del>15,961.27</del>
<del>Iowa Builders, material</del>	<del>24.60</del>	<del>Totals Claims</del>	<del>\$227183.95</del>

~~Expenses per fund: General \$26,973.18; Road Use Tax \$7366.51; Employee Benefit \$1582.81; LOST \$4693.92; Library Bldg Project \$175,059.55; Water \$5956.77; Sewer \$5551.21. September 2007 receipts per fund: General \$14,016.85; RUT \$7618.04; Employee Benefits \$1455.87; LOST \$5522.26; TIF \$3573.71; Debt Service \$2955.09; Wolf Creek Drive \$2455.00; Library Building Project \$52,033.72; Water \$12,113.33; Sewer \$32,309.84. Total \$134,043.76.~~

~~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

Council acknowledged that the project expenses are currently under the projected budget. Stattler then moved to approve expenditures of up to \$35,000 from library project funds for a list of equipment for the new library/meeting room and any other incidentals, presented by Jami Willett, Library Board President; the motion was seconded by Lynch. Ayes: 5.

Stattler moved, Schleisman seconded, to approve expenditures from library project funds for 2 invoices from Central Iowa Distributors totaling \$1,271.73 for miscellaneous supplies for the new facility, and up to \$2,400 for the cost of moving items from the old library building to the new library. Ayes: 5.

Stattler moved, Lynch seconded, to approve change order #10 to the library project general contact by deducting \$2,100 for sod and line painting. Ayes: 5.

Tim Jones, Struxture Architects, and Doug "Mert" Mertens, Garling Construction, explained to council why there had been a concrete overrun on the library project. Based on those facts Schleisman moved, McLeland seconded, to approve change order #11 to the library project general contact by adding \$1,869 for additional concrete poured in the alley on the east side of the new library. Ayes: 5.

Council member Lynch moved, McLeland seconded, to approve the following expenditure. Ayes: 5.

- Jones Library Sales, library furnishings contract, \$24,695.25
- Jones Library Sales, library furnishings contract, \$6,756.40
- Cessford Construction, partial payment on the bike trail project, \$15,000.00

Council member McLeland moved, Lynch seconded, to approve a beer sales permit for Casey's General Store. Ayes: 5.

The Personnel Committee made several recommendations regarding personnel and the following action was taken.

- Schleisman moved, McLeland seconded, to approve a 4% wage increase for Bruce Marble and Nick Kitzman, effective 07/01/08. Ayes: 5.
- McLeland moved, Stattler seconded, to allow full-time employees who earn vacation the option of cashing out one week of their vacation per year, effective 07/01/08. Ayes: 5.
- Stattler moved, Lynch seconded, to remove the cap on the amount of sick leave that accrues for full-time employees, effective 07/01/08. Ayes: 5.
- Stattler moved, Lynch seconded, to change Denise Hoy's title from City Clerk to City Clerk/Administrator and to accept the new job description for the position as presented, effective immediately. Ayes: 5.
- Stattler moved, Schleisman seconded, to increase Denise Hoy's current wages by 7.5%, effective 07/01/08. Ayes: 5.
- Lynch moved, Schleisman seconded, to allow Denise Hoy 10 flexible hours per week over the 30 hours per week scheduled, effective immediately. A summary of hours worked by Hoy will be reviewed on an annual basis. Ayes: 5.
- Council also discussed insurance benefits for full-time city employees and instructed Clerk Hoy to look into the option of a flexible benefit plan.

In the essence of time, Mayor Sharp tabled discussion on the fiscal year 2009 budget. — 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 Ddiscussion 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 seraping material off the section of the Comet Trail that is being redone. Grade stakes are scheduled to be set on Monday, October 15,

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— 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 The meeting was -adjourned at 8:14-9:19 PMPM.

H. Gregg Sharp, Mayor

Denise L. Hoy, Clerk