

~~October 11~~ December 13, 2007, 2007

The Conrad City Council met in regular session on ~~10/11/07~~ 10/13/07 in Council Chambers. Officials present were, Council Members Shauna Callaway, Bill Gearhart, LeAnn Lynch, 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.

The oath of office was administered by the City Clerk to incumbents Mayor Gregg Sharp, Council members LeAnn Lynch and Lowell Schleisman, and newly elected council member Sue McLeland; terms commencing on January 1, 2008. Mayor Sharp presented Shauna Callaway with a plaque in appreciation for the 8 years she served as a council member to the City of Conrad. Shauna's term expires December 31, 2007.

The agenda was approved as posted. ~~Stattler-Gearhart~~ moved, ~~Schleisman-Stattler~~ seconded, to approve the following consent items: Minutes from the ~~09/13/07~~ 11/08/07 & 11/15/07 council meetings; ~~September~~ November 2007 clerk's financial report; Payment of claims totaling ~~\$228,146.62~~ 253,511.22; ~~Authorized the use of City Hall for the annual tree festival; Approved Board and Commission appointments as follows: Planning and Zoning – Dirk Borgman, Karen Hines, Jerry Miller, terms to expire 12/31/2010, and Dave Lee, term to expire 12/31/2009; Board of Adjustments – Linda Stone, Ken Poe, terms to expire 12/31/2012; Park Board- Rajeen Toner, John Dinsmore, Tim Runge, terms to expire 12/31/2010; Museum Board-Bob Coulter, Betty Wood, terms to expire 12/31/2010. Approved a liquor license for the American Legion Post 684; Acknowledged a building permit from Roger Moler.~~ Ayes: 54.

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

A-Kleen Towel, service	38.75	First National Bank, library items	563.24 <u>652.91</u>
Advanced Water, chemicals	874.89	Follet Software, library support	660.00
Advanced Water Tech, chemicals	312.80	Garling Const., library project	171,539.60 <u>193,758.20</u>
Alert All, fire promo material	257.00	Gehrke Quarries, rock	285.32
Alliant, utilities	5179.05 <u>4,673.38</u>	Grundy Co. Sheriff, contract	4,436.08
Alltel, cell phones	165.69 <u>74.61</u>	Grundy Register, periodical	37.00
BCLUW School, year book	47.50	HACH, chemicals	214.55
Dustin Blackburn, mowing	86.00	HDC, business forms	26.51
Beeghly Seed, grass seed	72.00	Hanzelka Truck Services, repairs	43.75
Benjamin Trophy, shirts	126.50	Heart of Iowa, phone/internet	293.50 <u>298.25</u>
Better Homes & Gardens, periodical	20.00	Hometown Foods, supplies	4.98
Susan Blythe, mileage	15.13 <u>32.93</u>	Home Cooking, periodical	12.00
Bob's Farm Center, diesel/lawn care	1338.46 <u>529.96</u>	Hometown Foods, supply	27.18
Body + Soul, periodical	14.95	Denise Hoy, reimbursement/mileage	475.32 <u>67.90</u>
Book Look, books	135.86	Hygienic Lab, lab	855.00
David Butler, material	51.47	Ingram, books & supplies	1532.80 <u>482.68</u>
Casey's, gas	114.36 <u>142.06</u>	Innovative Communications, labor	540.00
Cessford Construction, repairs	5,644.48	Innovative Communication, server	2937.15
Chemical Dependency, allocation	750.00	Iowa Builders, material	24.60
Coates Mfg, parts	69.64	Iowa One Call, locates	13.50 <u>11.70</u>
Conrad Auto, supplies	25.74	Jack & Jill, periodical	13.95
Conrad Cemetery, allocation	1,000.00	Kibby Service, labor	50.00
Conrad Main Street, allocation	6,000.00	Laser Engraving, plaque	30.00
Electric Supply, parts	41.00	Lee Mowing, mowing	1,934.25
Central IA Farm Store, equipment	2981.00	Dave Juchems, Sept. mileage	15.52
Cessford Construction, cold patch	256.50	Ladehoff Lawn Care, landscaping	1175.00
Conrad Auto Supply, supplies	72.65		
Darla Ubben, reimburse	40.00		
Niek Eekerman, mow	140.00		

Library Petty Cash, misc.	92.7472.42	Simmering-Cory, rehab app	500.00
MMSC, supplies	103.00	Southern Living, periodical	32.97
Mid West Breathing, system	1,402.52	State of Iowa, sales tax	1,249.69
Marshall Co. Extension, classes	100.00	Ryken Engineering, bike trail	3055.00
Menards, supply	8.56	Scholastic Library, books	144.30
Michael Todd, sign	50.21	Soap Opera Digest, periodical	39.97
Moler Sanitation, services	90.0090.00	State Treasurer, sales tax	1241.80
Monkeytown, supplies	106.45	Gary Stattler, reimburse	428.66
Municipal Supply, parts	498.14	Struxture Architects, fees	2300.95 2,615.77
Nick Magazine, periodical	29.97	Teen Vogue, periodical	9.97
Operation Threshold, allocation	250.00	Terracon, testing	236.00
Pack-O-Fun, periodical	21.97	Taste of Home, periodical	18.00
Papercrafts, periodical	15.97	Terracon, soil test	346.00
Peter Durnil, sidewalk reimburse	224.00	Test America, lab	243.39 243.39
Brad Murty, sealer for parks	157.74	US Postmaster, box rent	20.00
NADA, periodical	70.00	Wolf Creek Childcare, LOST	4693.92 6,640.62
Nevada Monument, giving wall	873.00	Betty Wood, reimburse	313.95
NCLS, key chains	25.00	Betty Wood, reimburse	60.34
Platinum Plus, training/supply	299.12 232.06	Woosley Construction, labor	76.00
Popular Woodworking, periodical	22.96	Jennifer Yantis, clean	6.67 7.50
Premier, library contract/supply	337.00 127.00	Wages, 09-14-07 to 10-11-07 11-08-07 to 12-13-07	15,961.27 15,233.75
Public Safety Center, BCERT supply	124.69	Totals Claims	\$227,183.95 253,511.22
The Record, publications	109.88 566.32		
Secretary of State, notary fee	30.00		
Self, periodical	9.97		
Sheet Music, periodical	22.97		

Expenses per fund: General ~~\$26,973.18~~22,550.19; Road Use Tax ~~\$7366.51~~4,041.44; Employee Benefit ~~\$1582.81~~1,533.72; LOST ~~\$4693.92~~6,640.62; TIF ~~\$6,000.00~~; Library Bldg Project ~~\$175,059.55~~201,298.53; Water ~~\$5956.77~~6,625.08; Sewer ~~\$5551.24~~4,821.64; ~~September-November~~ 2007 receipts per fund: General ~~\$14,016.85~~27,726.24; RUT ~~\$7618.04~~6,951.11; Employee Benefits ~~\$1455.87~~2,078.03; LOST ~~\$5522.26~~7,864.38; TIF ~~\$3573.74~~32,075.59; Debt Service ~~\$2955.09~~8,842.41; ~~Wolf Creek Drive~~ \$2455.00; Library Building Project ~~\$52,033.72~~1,029,677.71; Water ~~\$12,113.33~~12,274.64; Sewer ~~\$32,309.84~~31,866.10; Total ~~\$134,043.76~~1,159,356.21.

~~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 ~~120/44~~13/07

Council reviewed, and referred to the finance committee, fiscal year 2009 budget requests from the Museum Board, Main Street, Inc., Fire Department, B-CERTS, Park Board, Library, and Wolf Creek Child Care.

Mark Kistenmacher, Mid-Iowa Cooperative, requested permission from council to allow the Conrad Fire Department to conduct a controlled burn on an old wood grain elevator located on Coop property. The building will be demolished and hauled away to private property located outside of the city limits for burning. Council granted the request, and asked Mark to work with the City Clerk to make sure paper work to the DNR is in order.

Council considered Ordinance #244 "AMENDING THE CODE OF ORDINANCES OF THE CITY OF CONRAD, IOWA, 2002, BY AMENDING CHAPTER 105 – SOLID WASTE CONTROL". Council

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member Gearhart moved to accept the first reading, seconded by Schleisman. Ayes: Schleisman, Gearhart, Lynch, Stattler, Callaway. Council member Stattler then moved to waive the second and third readings of Ordinance #244, seconded by Callaway. Ayes: Schleisman, Gearhart, Lynch, Stattler, Callaway. Council member Gearhart finally moved to adopt and cause to be published Ordinance #244, Schleisman seconded. Ayes: Schleisman, Gearhart, Lynch, Stattler, Callaway.

Council member Lynch introduced and moved for the adoption of resolution #126-2007.12 "Setting Recycling Fees", Callaway seconded. Ayes: Schleisman, Gearhart, Lynch, Stattler, Callaway.

Council member Stattler moved to accept change order #9, adding \$3273.00 to the contract for the Library Project. The change order consists of adding solid surface sills to 5 windows, ceramic tile around the fireplace, and installing 4 recessed lights at reference desk.

Council discussed that transfer switches and plugs had been installed at one city well, and one lift station, for emergency generator hook-ups. They then accepted a quote from Carl's Electric to install transfer switches and plugs to the remaining well and two lift stations, and to install the same at City Hall.

Council member Stattler moved to adopt resolution #127-2007.12 "Approving a web site link policy for the City of Conrad", Schleisman seconded. Ayes: Schleisman, Gearhart, Lynch, Stattler, Callaway. Council also discussed a request from Conrad Main Street/Chamber to allow them to include business sponsorship on their web pages hosted by the city. Council decided it was not in the best interest of the city to allow any kind of sponsorship or advertising on the city web pages.

Because of several scheduling conflicts, Mayor Sharp moved the next regular city council meeting from Thursday, January 10, to Monday, January 7, at 7:00 PM.

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 8:4450 PM.