

The Conrad City Council met in regular session on 01-20-22. Officials present were Council Members Todd Schnathorst, John Dinsmore, Peg Brown, Jeff Frank and Lindsay Kuhl. Also in attendance were Lori Stansberry, City Administrator/Clerk, Krista Grant (BCERT), Stacey Hines (Fire) and Shane Jacobson. Mayor Martin called the meeting to order at 7:00 pm and opened with the Pledge of Allegiance. The agenda was approved by Dinsmore and seconded by Brown.

Council member Brown made a motion to approve the consent agenda which was seconded by Kuhl. The consent agenda consisted of the following items: Minutes from the December 9, 2021 council meetings; Clerk’s financial reports for December 2021; approve liquor license for Casey’s General Store; and payment of claims totaling \$88,576.04. Motion approved 5-0.

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

Advantage Admin, benefits/fees	620.00	Iowa Prison Industries, signs	961.50
Airgas, rental	135.50	Iowa Regional Utilities, water	7,542.06
Alliant, utilities	7,278.41	IPERS, retirement	4,357.43
Arnold Motor, supplies	102.09	JoAnn Klein, rent	500.00
Bank of America, supplies	538.43	Mid America Publishing, notices	337.78
Bergman Lawn Care, spraying	82.23	Mike Walton, service	325.00
Bjelland Plumbing, service	2,915.90	Moler Sanitation, service	556.25
C & C Bedbug & Pest, service	150.00	Municipal Supply, meter plates	3,888.00
C & C Concrete, service	2,200.00	National Geographic, periodical	39.00
CGA, zoning map	2,000.00	Nutrien, fuel	157.27
Conrad Auto, supplies	85.48	Petty cash-library, supplies	37.06
Conrad Chamber/MS, reimburse	1,000.00	RC Systems, repairs	642.50
Dave Juchems, mileage	17.36	Sandry Fire Supply, supplies	28.74
Everest Emergency, supplies	144.53	Sensus USA, Inc., service	250.00
First National Bank, library exp	355.05	Storey Kenworthy, printing	691.80
Frazier Farmer, rental	2,500.00	Susan Blythe, reimbursement	3,711.79
Grundy Co Sheriff, service	6,972.50	Test America, labs	1,908.90
H.W. Wilson, books	252.50	US Postmaster, postage	151.20
HDC Forms, forms	96.35	Verizon, cell phone	132.97
Heart of Iowa, phone/internet	480.83	Wex Bank, fuel	297.71
Heronimus, Schmidt etc., legal	1,500.00		
Ingram Library Service, supplies	762.00	Payroll, 12/14/21 to 01/20/22	21,516.82
IRS, taxes	7,679.90		
Iowa Dept of Revenue, taxes	2,732.00	Totals Claims	\$ 88,576.04
Iowa One Call, locates	16.20		

December 21 receipts and transfers in per fund: General \$23,612; RUT \$10,883; Employee Benefits \$3,852; Emergency \$497; LOST \$10,137; TIF \$9,228; Debt Service \$81,889; Capital Projects \$66; Water \$-1,421; Sanitary Sewer \$-1,481 and Storm Water \$185. Total \$137,447.

December 21 expenditures and transfers out per fund: General \$53,251; RUT \$32,847; Employee Benefits \$3,248; LOST \$75,000; TIF \$15,000; Debt Service \$113,748; Water \$16,801 and Sanitary Sewer \$13,634. Total \$323,529.

Mayor Martin kept the committee appointments the same as the prior year just switching Jeff Frank for Diane Miller. Miller's council term ended December 31, 2021.

Department representatives gave updates regarding their departments and the budget. Budgets for all departments will be approved during the normal budget process. Shane Jacobson represented the Library. He said they were requesting an increase of 3.9% over the prior year. They added a second student aide. He discussed that they would need a new assistant director in the next couple of years when the current director retires. He reported that patrons are at above 50% level from what they were pre-Covid. The middle school and high school students are the major group missing. Attendance is three times what it was a year ago. They want to get into checking out non-book/magazine items like leaf blower, telescope and board games. They are also planning a story walk around town that they received a grant for.

Stansberry update the Council that the museum budget was basically the same as prior years. They did have a capital item that would be funded through their museum account.

Stacey Hines gave the update regarding the fire department. They kept the budget request the same except utilities and insurance did go up. She spoke up their compressor that they need to get update. With the new air packs the current is not big enough. She discussed the volunteers are firefighter 1 and range in age from 65-80. The department had their own class three years ago. A volunteer must be 18 before they can be a volunteer. They are currently having problems getting new members. They would like to have more fire fighter II's.

Krista Grant gave an update regarding BCERT. They have lost two members and have started a driving program with state training. They have to be certified as EMR or EMT within two years. They are trained in CPR, mandatory reporter and other training as soon as a volunteer signs up. She said their budget increase asking went up in wages and clothing due to having additional volunteers and a new volunteer when the individual turns 18. In 2021 they had 201 calls which were high in people falling. They currently have 27 calls for 2022.

Grant who is also the Chamber/Main Street Director also gave an update regarding for them. She said that Main Street America is having all state main street directors to be full time. Grant will be changing her hours to 36 a week. She is also on the Governor's leadership committee. She said the 2021 holiday was good for local businesses and saw an increase over the prior year. People are going back to shopping local. Shane Tiernan stepped down from CDC and Jeff Frank will be joining. He will represent the Council since Peg Brown stepped down from the Chamber. They like to have council representation on

either one of those boards.

Schnathorst made a motion to set March 10th at five pm for the budget workshop on CIP/Equipment replacement. Dinsmore seconded the motion. Motion approved 5-0.

Brown made a motion to approve the 10 HP Endura AquaDDM mixer and associated parts for \$7,205.62 from Aqua-Aerobic Systems. The motion was seconded by Frank. Motion approved 5-0.

Stansberry gave an update regarding the Maximum Property Tax Levy Rate for Fiscal Year Ending June 30, 2023. The Council must have a public hearing and approve this hearing before Council can set the public hearing for the budget. The maximum property tax levy rate does not include the debt service and can only decrease or stay the same rate as published. Schnathorst made a motion to approve Resolution 2022-01 setting the date of February 10, 2022 for the public hearing the Maximum Levy Rate for fiscal year ending June 30, 2023. Brown seconded the motion. Resolution approved 5-0.

Stansberry explained that the revised Zoning Map was to get it in color and also to decrease some of the classifications currently in our Zoning Code and add conservation. Dinsmore made a motion to accept Resolution 2022-02 to accept the revised Zoning Map for the City of Conrad. Kuhl seconded the motion. Resolution approved 5-0. **Stansberry noted after the meeting that this should have been an ordinance change. Planning & Zoning approved the map in Nov 21. She will bring it back to Council as an ordinance change.**

Stansberry explained that the agreement with Simmering Cory is to provide grant writing services to the City of Conrad. She explained that the Visioning Committee would like to get grant dollars to fund (or help) the projects that they have identified through the Iowa Living Roadways Community Visioning grant. The agreement is for a not to exceed \$1,000 per grant. These are very competitive grants and some that have been identified INRCOG does not write. Simmering Cory has written grants for the City in the past. Brown made a motion which was seconded by Dinsmore to approve Resolution #2022-03 to approve agreement with Simmering Cory to provide grant writing services. Resolution approved 5-0.

Stansberry explained that the City was holding the Certification of Completion and final check for the Wastewater Treatment Facility Disinfection Improvements. There was a malfunction in the alarm system and the individual that was fixed it before it to come back again. The alarm could not be tested because of needing to be shut down the day he repaired due to the weather. After talking with Forrest Aldrich of Veenstra & Kimm, it was recommended the City approve the Certificate of Substantial Completion and still hold the retainage of \$26,126.02 until the City knows the alarm system was fixed properly. The City will make payment number seven for \$53,277.42. Schnathorst made a motion which was seconded by Kuhl to approve Resolution 2022-04 to approve the Certificate of Completion for the Wastewater Treatment Facility Disinfection improvements and pay estimate 7.

Resolution approved 5-0.

Stansberry explained that the City needed to amend the budget for fiscal year ending June 30, 2022 due to receiving additional grants for the City. The expenses associated with the grants will be increased in the amendment. Dinsmore approved Resolution 2022-05 to set February 10, 2022 for public hearing for Fiscal Year 2021-22 Budget Amendment #1. Brown seconded the motion. Resolution approved 5-0.

Schnathorst made a motion and was seconded by Kuhl to adjourn the meeting. The meeting was adjourned at 7:49 pm.

Jeff Martin, Mayor

Lori Stansberry, Administrator/Clerk