

The Conrad City Council met in regular session on 09-08-22. Officials present were Council Members John Dinsmore, Jeff Frank, Todd Schnathorst, Peg Brown and Lindsay Kuhl. Also in attendance was Lori Stansberry, City Administrator/Clerk; Luke Wilson, Clapsaddle Garber Associates; Shane Jacobson, library board and Krista Grant, Conrad Chamber/Main Street Director. Mayor Jeff Martin called the meeting to order at 7:00 pm and opened with the Pledge of Allegiance. The agenda approved by Brown and seconded by Frank.

Council member Dinsmore made a motion to approve the consent agenda which was seconded by Brown. The consent agenda consisted of the following items: Minutes from the August 23, 2022 council meeting; building permits; delinquent utility bill listing and payment of claims totaling \$90,597.52. 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		
Alliant, utilities	2,764.28	Iowa Regional Utilities, water	10,368.16
Book Page, publications	390.00	IPERS, pension	4,011.98
Bound Tree, supplies	236.74	Ledford, tree & stump removal	2,950.00
Clapsaddle Garber, engineering	7,534.00	Linda McCann, speaking	75.00
Conrad Auto, parts	128.48	Mid America Publishing, publication	61.88
DA Davidson, Emma filing	500.00	Mid-American Research, chemicals	206.91
Eurofins Environment, lab	978.60	Mike Walton, window cleaning	75.00
First National Bank, library exp.	1,058.68	Moler Sanitation, garbage/recycling	238.14
Gehrke Quarries, rock	99.72	Municipal Supply, Sensus support	2,050.00
GFC Leasing, copier	103.83	Petty Cash, library exp.	109.22
GovOffice, website	660.00	Popular Mechanics, magazine	12.00
Grundy Co Sheriff, services	21,545.01	Simmering Cory, grant writing	600.00
HW Wilson, fiction collection	295.70	US Post office, postage	248.92
Heart of Iowa, phone/internet	499.38	Wilkerson Hardware, supplies	91.08
HGTV, magazine	29.97		
Ingram Library, supplies/books	188.19	Payroll, 08/24/22 to 09/12/22	21,472.76
IRS, taxes	6,852.28		
Iowa Dept. of Revenue, taxes	3,541.61	Totals Claims	\$ 90,597.52

Mayor Martin set Trick or Treat night for Monday October 31, 2022. Hours will be from 5:30 to 7:30

Jacobson explained how the library has already replaced two air conditioners this year. There is one more that needs to be replaced. He explained that the new efficiency would increase about 30%. He wanted guidance for replacing the new one now. Council approved replacing the existing air conditioner now.

Grant discussed the condition of the outside doors that had been replaced with the façade grant a few years ago. She explained that the contractor had put inside doors on the outside. The contractor is now out of business and the door company will not stand behind

them because they had not been installed properly. The cost to replace them is \$3,000 for Hutch Screen Printing, RJ Lounge \$2,000 and Wilson Law Firm \$2,000. The Chamber/Main Street had approved giving \$500 to each property owner. There was discussion whether the City should have to pay any. Dinsmore wanted to know about the property owners on the east side of Main Street. Grant said they were offered and this was the only time the offer would be given. Brown motioned with Kuhl seconding the motion for the City to give each property owner \$500 per door for a total of \$1,500. Motion approved 5-0.

Schnathorst made a motion with Dinsmore seconding the motion to approve the purchase of road signs to not exceed \$3,000. Motion approved 5-0.

Brown made a motion to set October 13, 2022 for budget amendment #1 for fiscal year ending June 30, 2023. Kuhl seconded the motion. Motion approved 5-0.

Wilson explained that Shane Tiernan reached out regarding The Final Draft (TFD) making a video of the City and the Catherine Farmer Subdivision for marketing. The cost is \$5,400 for the video. Grant talked about how we have a summary sheet about the Community. This sheet will include a QR code that will go directly to the City's webpage regarding the Subdivision. This sheet will be marketed to student families that open enroll into the school district, major employers in Conrad area in addition to the Marshalltown area. She noted that she does not believe people understand how the 50% rebate works. Cayne Hobson (TFD) will do interviews with community members and have some depth perception to put in the video. Martin asked what rights the City would have to the video. The City will have the ownership of the video. Martin also thought that we should put the sheets for employee breakrooms on acrylic or laminated. Stansberry noted that she recommended this coming to Council because the Conrad Development Corporation (CDC) will be having \$10,000 of costs to put rocks with Catherine Farmer Subdivision engraved and landscaping for the two entrances. She noted that CDC had originally budgeted \$3,000 for the signage project. Schnathorst made a motion to approve having The Final Draft make a video of Conrad for marketing. Dinsmore seconded the motion. Motion approved 5-0.

Martin explained that the next agenda item was in regard to the two houses in town that had fires and destroyed the house. The next step the City needs to do is send a letter to each property owner stating the homes are a dangerous building under Chapter 145 of the City Code. The owner would then have 48 hours to commence either the required repairs or improvements or remedy the situation. All works would need completed within 90 days from the date of the notice. The owner may request a hearing before council by filing a Written Request for Hearing. Any costs incurred would be paid by City funds, and charged to the owner of the premises, levied as a special assessment against the land on which the structure is located, and certified to the County Treasurer for collection. Dinsmore made a motion to have Todd Geer, City Attorney, send out the letter notifying the property owner. Frank seconded the motion. Motion approved 5-0.

Stansberry explained agenda items 12 & 13 were in regard to submitting a grant application to IDOT regarding the federal and State Recreational Trails for the South Main

Street Bike Trail Extension. She noted that Simmering Cory had submitted the information regarding the trail extension. The IDOT employee said the City would qualify under either grant. She explained the timelines and how the City cost share would work. Brown made a motion with Kuhl seconding it to approve having Simmering Cory submit the two grant applications. Resolution #2022-23 was to submit the grant application to the IDOT for the State grant. Resolution #2022-24 was approved to submit the federal grant portion to the IDOT. Both resolutions approved 5-0.

Stansberry explained that some of our utility billing delinquencies was due to renters leaving a balance due on their utility bill. The City would still go to the landlord for payment. This ordinance change would just increase the deposit and it would not be refunded until the individual moved out. Schnathorst approved the first reading to change the city ordinance to increase the deposit for individuals renting in the city to \$150 and the deposit would be refunded when the individual moved out. Frank seconded the motion. Roll call vote was taken and Ordinance 277 reading approved 5-0.

Schnathorst made a motion to approve the second reading regarding renter's deposits and waive the third reading. Kuhl seconded the motion. Roll call vote was taken and Ordinance 277 second reading approved and waives the third reading. Ordinance #277 approved 5-0.

Schnathorst made a motion and was seconded by Kuhl to adjourn the meeting. The meeting was adjourned at 7:39 pm.

Jeff Martin, Mayor

Lori Stansberry, Administrator/Clerk