

The Conrad City Council met in regular session on 11-14-19 in the Council Chambers. Officials present were Council Members John Dinsmore, Todd Schnathorst, Peg Brown, Diane Miller and Brad Murty. Also in attendance: Lori Stansberry, City Administrator/Clerk; Nick Kitzman, Public Works Director; Chad Hupfield, Fire Chief and Lee Gallentine & Luke Wilson, Clapsaddle Garber Associates. Mayor Martin called the meeting to order at 7:00 pm and opened with the Pledge of Allegiance. The agenda was approved by Murty and seconded by Schnathorst.

Council member Brown made a motion to approve the consent agenda with a name spelling correction and seconded by Schnathorst. The consent agenda consisted of the following items: Minutes from the Oct 10 & 29, 2019 council meetings; Clerk's Oct 2019 financial reports; payment of claims totaling \$151,036.53, Oct building permits, approve Cassie Reicks to library board with term expiring June 30, 2020 and approve cigarette permit and liquor license for Hometown Foods, LLC. Motion approved 5-0.

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

Advantage Admin, benefits	725.00	Grundy Co. Sheriff, contract	6,540.50
Alliant, utilities	5,721.62	Grundy Co Treasurer, assessment	2,009.14
Arnold Motor, supplies	77.68	Gworks, software	3,435.69
B&G HVAC, repairs	512.00	Heart of Iowa, phone/internet	480.25
Bank of America, fuel, conference supplies	727.14	Heather Ward, certifications	162.00
Barry Kell, concrete	395.42	Home Rental, equipment rent	190.00
Bergman Law Care, spraying	1,233.50	IMWCA, Workers Comp	533.00
Betty Haker, zoning	100.00	Ingram Library, books/supplies	281.77
Blacktop Services, coldmix	385.25	IRS, taxes	5,320.37
Brad Wilkening, presentation	200.00	Iowa Dept of Revenue, tax	5,858.00
Buddy Jones, meetings	20.00	Iowa Regional Utilities, water	8,108.25
C & C Bedbug, services	150.00	Iowa Rural Water Assoc., ins.	29.55
C & C Concrete, services	1,700.00	IPERS, benefit	3,030.60
Caseys, fuel	51.28	Jason Hines, meetings/reimburse	387.33
Central IA Distributing, supplies	51.20	John McNair, meetings	30.00
Chad Hupfeld, meetings	213.00	Jordan Hoy, meetings	80.00
Chris Harris, meetings	30.00	KB Underground, service	1,265.00
Clapsaddle, engineering	22,619.95	Larry Ladehoff, meetings	190.00
Collyn Hoy, meetings	130.00	Lee Mowing, mowing	2,156.99
Concrete Inc, rock	44.61	Library Petty Cash, supplies	180.16
Conrad Auto Supply, parts	153.76	Linda McCann, presenter	25.00
Craig Wiese, sidewalk	464.00	Marshall Co Extension, workshop	115.00
Dave Juchems, mileage	17.98	Mid America Publishing, service	112.60
Dean Ladehoff, meetings	180.00	Mid Iowa Cooperative, supplies	56.57
Denny Hines, meetings	90.00	Mike Purvis, meetings	110.00
Dorsey & Whitney, legal	5,000.00	Mike Walton, service	75.00
Emergency Apparatus, services	1,453.68	Minute Man, brochures	42.95
First National Bank, Lib supplies	419.58	Miracle Recreation, equipment	15,899.00
GNB, interest	515.43	Moler Sanitation, services	361.50
Grant Benson, meetings	180.00	Motion Picture, license	123.87
		Municipal Supply, supplies	587.00

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Neal Hurlbutt, meetings	114.00	Storey Kenworthy, supplies	11.76
Nik Scheidd, meetings	40.00	Susan Blythe, mileage	15.47
Nutrien Ag, fuel/oil	122.54	Terry Matney, meetings	60.00
Office of Auditor, fee	175.00	Test America, lab	1,182.30
Pesticide Bureau, license	15.00	Tom Schultz, meetings	130.00
Premier Office, copier/maint	1,261.20	U.S. Postmaster, postage	216.40
Rachell Thompson, annual exam	2,800.00	U.S. Bank, copier lease	208.82
Robert Colin, meetings	180.00	Verizon Wireless, phones	125.29
Roger Carr, meetings	50.00	Vieth Construction, service	9,450.00
Ron Ladehoff, meetings	210.00	Zehr Enterprises, stump grinding	105.00
Ryan Ward, meetings	168.00		
SCBA Sales, SCBA equip	18,751.04	Payroll, 10/15/19 to 11/14/19	13,268.33
SEBCO books, books	782.21		
Stacey Hines, meetings	255.00	Totals Claims	\$ 151,036.53

Oct receipts and transfers in per fund: General \$125,368; Road Use Tax \$13,772; Employee Benefits \$26,569; LOST \$7,958; TIF \$62,277; Capital Projects \$74; Water \$344; Sewer \$2,219 and Storm Water \$136. Total \$238,717.

Oct expenditures and transfers out per fund: General \$29,147; RUT \$5,657 Employee Benefits \$2,883; Farmers Development \$3,918, Water \$36,156; Sewer \$8,973 and Storm Water \$20. Total \$86,754.

Olivia Patton from Veenstra & Kimm, Inc. (V&K) discussed the increase in engineer's estimate of project costs for the Wastewater UV Lighting project. V&K was foreseeing that costs would have gone down if we were to bid the project out in the fall versus January of this year. Current bids for other projects have not shown bids to go down. Brad Murty spoke in regards to the cost estimate increase of almost forty percent. He said that he is proposing that the City does not spend any more than \$600,000 combined to include construction and engineering. Patton mentioned she would meet with staff again before the December meeting and she would see about Forest Aldrich, project engineer, attending the December meeting.

Nick Kitzman explained that the waste water treatment was in need of a new grinder. This had been discussed back in November 2016. Stansberry said they could do an internal loan if the dollar amount could not be added to the SRF loan for the UV lighting. Schnathorst approved the motion to purchase the grinder and seconded by Dinsmore. Motion passed 5-0.

Chad Hupfield, Fire Chief, came to request the City allow the association to restore the 1936 pumper truck so they could use it in parades. There would be no cost to the City. The department would also like to store the truck at the fire station. He also explained the new roof was leaking. Some of the volunteers went on the roof to inspect and they think some of the insulation has gotten wet. A couple of firefighters said there was mold getting into their masks. Staff is going to contact ISG to see if it is still under warranty and what can be done.

Lee Gallentine, CGA gave an update on the Southside Watermain Loop project. The contractor had stopped due to hitting rock and not being able to bore through. Different recommendations were discussed. Gallentine will probe the area to see the depth of the rock and then give the contractor some options to quote. This change order will be brought to the Council at a future meeting.

Stansberry explained that the last time the City's Ordinances were codified was in 2002. The codification is in the five year capital plan for fiscal year 2020-21. She requested that the contract be approved this fiscal year. The City has some Ordinance supplements that need to be submitted to Simmering Cory. By signing the contract for the Codification, it will save the City \$300 - \$500 for all the ordinances approved in the last year. This is the cost if we would submit them as a supplement. Schnathorst made a motion, which was seconded by Dinsmore, to go ahead and get the contract for this fiscal year. Motion passed 5-0.

Murty made a motion to approve the Annual Financial Report (AFR) for fiscal year ending June 30, 2019. The motion was seconded by Brown. Motion approved 5-0.

Brown made a motion to approve the Annual Urban Renewal Report for fiscal year ending June 30, 2019. The motion was seconded by Murty. Motion approved 5-0.

Schnathorst made a motion to approve the Annual Agreed Upon Procedures report (annual exam) for fiscal year ending June 30, 2019. The motion was seconded by Dinsmore. Motion approved 5-0.

Murty made a motion to approve the estimate from KB Underground regarding splitting a curb stop into two. The motion was seconded by Schnathorst. Motion approved 5-0.

Brown made a motion to approve the resolution approving the Tax Increment Financing (TIF) Indebtedness Certification for fiscal year ending June 30, 2021. The motion was seconded by Murty. Resolution approved 5-0.

The Council was presented with the preliminary plat and restricted covenants for the Katherine Farmer subdivision. Murty said he liked the lot layout, but proposed some changes to the covenant. Council decided to vote on just the preliminary plat and the restricted covenants would be brought back at a future meeting to approve. Murty made a motion to approve the preliminary plat. Schnathorst seconded the motion. Resolution approving the preliminary plat only approved 5-0.

Dinsmore approved the resolution to transfer funds for fiscal year ending June 30, 2020. This transfer was for the fire department's share of the SCBA equipment and the park playground equipment. The motion was seconded by Murty. Resolution approved 5-0.

Schnathorst made a motion to approve the seconding reading and waive the third reading of the Floodplain Ordinance. Murty seconded the motions. A roll call vote was taken and the ordinance changes were approved 5-0. .

Murty made a motion and was seconded by Schnathorst to adjourn the meeting. The meeting was adjourned at 8:04 pm.