

## Woodward Council Minutes

Feb 18, 2019

Mayor Todd Folkerts called the rescheduled Feb 11, 2019 meeting to order at 7:00pm. Roll Call: Present; Patel, Kirts, Gough, Luke, Bustad.

Motion Luke approve the agenda remove item 14 insurance, 2<sup>nd</sup> Bustad MCU.

Motion Bustad approve the Jan 14, 2019 Council minutes, 2<sup>nd</sup> Gough MCU.

Open Forum: Milt Heifner, reminder the Myrna Mayfield Grant applications are due by Apr 1, 2019. The request must include the total cost of the project and a report back to the Trust on how the money was spent. Contact either Scott Finneseth or Milt Heifner.

Dept Reports: Joe Cox, Police requests that something be put on the agenda allowing fireworks for one day on the 4<sup>th</sup> of July. Luke, City employees have done a tremendous job keeping up with the snow and other issues with the water main breaks. Gough; the compliance committee would like to have chickens and yard grass maintenance on agenda. The committee will be enforcing the nuisance violations.

Mayor Report: Mayor Folkerts appoints Kathy Butler to the library board. Mayor met with J&D Computers working on a payroll system that can be accessed on the web, will be asking Council approval to fund it. We have had a number of leaks W 2<sup>nd</sup> Street, Golf Course, still looking for another leak. MAFCO assisted with the digging, had Madrid and DSM waterworks to help locate the leaks.

Motion Luke discuss temporary shelter violation, 2<sup>nd</sup> Gough. Folkerts; Jan 28<sup>th</sup> met with Devick, present were VanAusdall; V&K Inspector; Bustad, Luke, Newland. VanAusdall was animate that the temporary shelter is in violation and the compliance will not be allowed. Folkerts and Devick talked after the meeting. Devick will adhere and abide by the Councils decision. Some folks are not aware that they are in violation. Mayor Folkerts suggests 6 months' notice it is hard to move in the winter. Compliance committee suggests May 1, 2019. Gough, they added Colleen Creese on the Committee, she has one of these structures. Folkerts, Devick is building a garage to store his items May is too soon.

Motion Kirts, temporary shelters are no longer valid effective Jun 1, 2019. There will be a change to the Ordinance to ambiguity of the Ordinance. Roll Call: Ayes; Luke, Gough, Patel, Kirts, Bustad.

Motion Luke approve 2<sup>nd</sup> Consideration of Ordinance 19-390 Chapter157 Swimming Pools, 2<sup>nd</sup> Kirts. Roll Call: Ayes; Gough, Luke, Patel, Kirts, Bustad.

Motion Kirts approve 2<sup>nd</sup> Consideration of Ordinance 19-391 156.15-269.10 Swimming Pools, 2<sup>nd</sup> Luke. Roll Call: Ayes; Patel, Luke, Bustad, Kirts, Gough.

Motion Patel, discuss Minburn Permanent Easement, 2<sup>nd</sup> Luke. Folkerts City Attorney has drawn up the paperwork a separate tile runs to the railroad property and connects to the storm sewer drain. The city had a verbal agreement to cover the costs.

Motion Luke, approve Resolution 2019-03 Permanent Easement Drainage Title for Minburn Communications, 2<sup>nd</sup> Bustad. Roll Call: Ayes; Gough, Patel, Kirts, Luke, Bustad.

Motion Luke, approve Resolution 2019-04 Electric Line Easement Interstate Power & Light Company, 2<sup>nd</sup> Bustad. Roll Call: Ayes; Kirts, Luke, Bustad, Gough, Patel.

Motion Gough, discuss Wastewater treatment plant improvements, 2<sup>nd</sup> Patel MCU. Bob Veenstra from Veenstra & Kimm; sledge removal started in the fall, equipment is being delivered. The blower size has been increased from the original at no cost to the city. No change orders. The City received a formal extension of the completion date the value went away. Woodruff Construction,

requested an extension April time frame. City needs to pick a color for the block building. Return the block to Woodruff. The materials will be stored on site for the project.

Mayor Folkerts, the last change order was a shock to the Council, the blower needed to be larger it was accommodated. No cost, the change as constructed drawings quotation the supplier to the contractor interpreted with the spec.

Luke, we want more giving than taking. V&K missed the depth of the sledge. Luke the project is unsettling to him the contractor's overcharge, the state mandates, the city owes more money. Contractor bid for fixed completion date, not going to give us anything for the extension.

Bob Veenstra 5K for an extension is under value. V&K will push for more than 5K and engage discussion about the extension from the State.

Folkerts, government contract at the 5 million mark. Veenstra, the City is installing the SAGR System rocks added to the lagoon, and a disinfection system, the UV bulbs will have to be cleaned every few weeks it will take about 1 ½ hours. This does not require additional staffing. The water plant is automated. 250 hrs. per year Less time in the winter months. The city has a 4 year maintenance bond.

Motion Patel discuss Pay estimate Woodruff Construction, 2<sup>nd</sup> Kirts MCU. Patel how often will they request money. Veenstra they will usually ask monthly give or take until completion of the project.

Motion Patel, approve pay Estimate #3, \$209,764.77 Wastewater Plant, 2<sup>nd</sup> Bustad. Roll Call: Ayes; Patel, Bustad, Luke, Kirts, Gough.

Motion Luke discuss hiring Public work personnel, 2<sup>nd</sup> Bustad MCU. Folkerts, we have the lagoon project, a culvert for the bike trail, locates for Alliant underground. Recommends hiring a 3<sup>rd</sup> full time Public Works employee and a part-time person for mowing. This should cut down on the overtime. We will have time to get projects done in the city. Folkerts will save money with different insurance ideas. Kirts plenty of work to go around, his concern is not having coverage when city hall is open, during normal business hours.

Folkerts, is going to use 3<sup>rd</sup> person for mowing, CDL, Mosquito License, waste water, water treatment certifications. Winter snow removal, general laborer. Folkerts is proposing that Morgan and 3<sup>rd</sup> person get projects done. Cross train everyone so if one person is gone, we can continue. Snow storms, water main repairs 2 guys are working nonstop. Mayors job is to manage them, we have good employees.

Motion Luke, hire Public Works full time with benefits, 2<sup>nd</sup> Bustad. Roll Call: Ayes; Kirts, Bustad, Luke, Gough. Nays; Patel.

Motion Luke, hire Summer Public Works part-time at \$15.00 per hour, using City equipment, \$8000 cap. for summer mowing, 2<sup>nd</sup> Bustad. Roll Call: Ayes; Luke, Gough, Patel, Kirts, Bustad.

Motion Patel discuss payment solution for utility billing 2<sup>nd</sup> Kirts MCU. Patel asked Perkins to check into it. Perkins contacted different companies. On line payment credit debit cards. The companies charge nothing for setup however they charge per transaction to the utility customer. The city would incur an \$1142.50, charge for initial implementation of integration into the City software. Luke, the city offers ACH one day on the 15<sup>th</sup> of the month. Folkerts put in on facebook, great feedback for the convenience. Folkerts offers a tool, to pay their bill, asked what the cost would be. Kirts, the company will be posting to the accounts. Perkins they will interface with our software system for payments.

Motion Bustad, table payment solution for utility billing, 2<sup>nd</sup> Luke MCU.

Motion Luke, approve Supplemental agreement for additional services Reap grant tree survey staking for tree removal between S Ave and W 2<sup>nd</sup> Street, 2<sup>nd</sup> Kirts. Roll Call: Ayes; Patel, Gough, Kirts, Luke, Bustad.

Motion Bustad, pay the bills as presented, 2<sup>nd</sup> Kirts. Roll Call: Ayes; Luke, Gough, Bustad.  
 Abstain; Patel, Kirts, bills submitted for payment.

A J'S GROCERY	SUPL	93.64
ACCESS	COPIER	103.04
AFLAC	AFLAC	836.24
AGSOURCE	TEST	540.00
ALLIANT ENERGY	UTIL	4,281.29
AMERICAN AED INC	DEFIBRILLATOR	995.00
AUDITOR OF STATE	FILING FEE	175.00
AVESIS VISION PLAN	AVESIS VISION	11.54
BAKER & TAYLOR	BOOKS	100.32
BLACK HILLS ENERGY	UTIL	930.04
BLUE FLAME FUELS	FUEL	1,082.58
CARTRIDGE WORKS	HP CARTRIDGE	227.32
CENAGE LEARNING	BOOKS	77.82
CITY OF WOODWARD	POSTAGE	9.62
CITY STATE CARDMEMBER	SUPL	898.46
DALLAS CO AUDITOR	ELECTIONS	3,007.56
DICK'S FIRE	EXTINGUISHERS	328.30
EARLHAM SAVINGS BANK	REMOTE SCANNER	400.00
EFTPS	FED/FICA TAX	5,888.27
FINNESETH DALEN & POWELL	LEGALS	2,709.00
FIRST FOR WOMEN	SUBSC	19.97
G & L CLOTHING	ALLOWANCE	236.66
GATEHOUSE MEDIA	PUBLISH	481.17
GUTHRIE CTY REC	UTIL	67.09
HACH COMPANY	SUPL	751.59
HARLAND ACE HARDWARE	SUPL	41.95
HAWKEYE TRUCK EQUIPMENT	CUTTING EDGE	932.00
IAMRESPONDING	SUBSC	305.00
IMFOA DUES	DUES	50.00
IOWA HISTORY JOURNAL	SUBSC	35.95
IOWA LIBRARY ASSOC	TRAINING	35.00
IOWA ONE CALL	LOCATES	15.50
IPERS	IPERS	3,822.74
J&D COMPUTERS	MAINT	1,058.95
LAW ENFORCEMENT SYS	SUPL	61.00
LIBERTY NATIONAL LIFE	LIBERTY	227.16
MAFCO	MAINT	4,322.00
MINBURN COMM	PHONE	628.61
NATIONWIDE	INS BOND	540.00
O'REILLY AUTO PARTS	SUPL	124.19
ORSCHELN FARM & HOME	EQUIP	14.96

QUILL	SUPL	405.69
SMITH TIRE II	TIRES	830.00
SNYDER & ASSOCIATES	ENGINEER	2,095.00
TITAN MACHINERY	MAINT	1,057.78
TREASURER EXCISE TAX	EXCISE TAX	695.00
TREASURER PAYROLL TAXES	STATE TAX	1,160.00
TREASURER SALES TAX	SALES TAX	941.00
UNITYPOINT CLINIC	TESTING	40.00
VAN WALL PERRY	PARTS	52.00
VEENSTRA & KIMM INC	ENGINEER	6,869.27
VERIZON WIRELESS	WIFI	40.01
WALTERS SANITARY SERVICE	GARBAGE	5,777.57
WELLMARK BLUE CROSS	INS	5,091.45
WOODRUFF CONSTRUCT	GRANT REIMERS	209,764.77
WOODWARD GOLF POOL	FEE	2,500.00
WOODWARD POST OFFICE	POSTAGE	140.00
WOODWARD PUBLIC LIB	LIBRARY PETTY CASH	56.29
WOODWARD RESOURCE CTR	WATER	608.30
	PAYROLL CHECKS ON	
PAYROLL CHECKS	01/25/2019	9,190.18
	PAYROLL CHECKS ON	
PAYROLL CHECKS	02/08/2019	7,992.81
	CLAIMS TOTAL	291,773.65
	GENERAL FUND	37,110.43
	ROAD USE TAX FUND	9,203.32
	EMPLOYEE BENEFITS FUND	4,824.23
	REAP GRANT FUND	2,613.00
	WATER FUND	11,445.96
	SEWER FUND	11,442.67
	SEWER LAGOON PROJECT FUND	215,110.04
	STORM SEWER FUND	24.00
GENERAL		11,054.68
ROAD USE		15,995.09
EMPLOYEE BENEFITS		1,606.87
EMERGENCY		104.62
LOCAL OPTION SALES TAX		20,270.42
DEBT SERVICE		1,889.04
WATER		25,597.60
SEWER		31,108.23
SEWER LAGOON PROJECT		627,328.38
STORM SEWER		3,474.69
TOTAL OF REVENUES		738,429.62

Mayor Council Comments: Bustad would like to remind everyone to keep the snow away from the fire hydrants. Also do not leave keys in your car or leave it running. Sidewalks need to be cleared of snow. Folkerts a couple of weeks ago someone ran away from the academy and stole an employee's car later found in Des Moines. Folkerts went out to the Woodward Academy to review the processes on how the City is notified when there is a runaway. Mayor Folkerts will ask Fleshner to speak to the City Council. Kirts do they have a plan when someone escapes? How do we get notified, do they call the sheriff? Cox, yes, he is the 3<sup>rd</sup> call. Employees of the Academy look for runaways. The runaways are usually looking for a car. Folkerts, parents concerns, young children are out playing.

On the Agenda next month, the city sponsoring new chair for the W-G School auditorium.

Motion Gough adjourn the Council meeting at 9:15pm, 2<sup>nd</sup> Bustad MCU.

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Christina Perkins, City Clerk Finance Officer

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Attest: Todd Folkerts, Mayor Woodward