Regular Meeting Minutes

Monday August 12th, 2024

6:30PM, City Hall

The regular meeting of the Donnellson City Council was called to order by Mayor Dave Ellingboe, with Council Members Marshall, Weber and Moeller present, Newton & Wagner were absent. City staff present were City Clerk Rebecca Schau, Police Chief Brad Roberts, Public Works Director Todd Herdrich & Librarian Sunny Robbins. Others in attendance – Jim Ramsey & Janet Haeffner.

Motion by Weber, second by Marshall to approve the agenda: all ayes.

Citizen comments – resident expressed concern of water backing up into his basement, public works director to reach out to engineer to discuss.

Motion by Moeller, second by Weber to approve the minutes of the July ‘24 meeting: all ayes.

Motion by Weber, second by Marshall to approve the July ’24 financial reports: all ayes.

Motion by Moeller, second by Weber to approve the July ‘24 disbursements and August ’24 bills to be allowed: all ayes.

Motion by Moeller, second by Marshall to approve building permit for Seither & Cherry to construct a new pool house at Green Acres: all ayes.

Motion by Weber, second by Moeller to approve Class E Retail Alcohol License for Caseys General Store 201 Madison Ave: all ayes.

Motion by Moeller, second by Marshall to approve new water connection at 218 Madison Ave: all ayes.

Motion by Moeller, second by Weber to approve the hourly rate for the fulltime deputy clerk position at $18 per hour and fulltime benefits as stated in personnel policy: all ayes.

Motion by Moeller, second by Weber to approve Resolution No 2024-09 A Resolution appointing Alisha Davidson as the fulltime deputy clerk: RCV all ayes.

Motion by Weber, second by Moeller to approve Resolution No 2024-10 A Resolution removing the appointment of the part time deputy clerk: all ayes.

Motion by Moeller, second by Weber to approve Resolution No 2024-11 A Resolution authorizing the filing of an application for the Iowa DNR REAP for construction of the Westview Park Trails Project Phase II: all ayes.

Librarian Sunny Robbins gave her annual report for the library.

Motion by Moeller, second by Marshall to approve the Municipal Pipe & Tool contract for the next three years to clean sewer mains: all ayes.

Motion by Marshall, second by Moeller to approve the 3E Preventive Maintenance Agreement for the next two years to service the generator at the sewer plant: all ayes.

Nuisance properties were discussed.

Police Report – There were 68 calls for service, 22 traffic stops and 12 citations.

Water / Sewer Superintendent Report – A section of the sewer mains have been cleaned & a camera run through, waiting on report.

There being no other business to come before the Council, motion by Moeller, second by Marshall, Mayor Ellingboe declared the meeting adjourned: all ayes.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,Dave Ellingboe, Mayor

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,Rebecca Schau, City Clerk

**Summary of All Receipts:** General $20,027.71 Capital Equipment Reserve $0 Road Use Tax $10,069.60 Employee Benefit $305.23 Local Option Sales Tax $11,226.74 Debit Service $589.11 Rathbun $0 ARPA $0 Water $27,589.52 Water Sinking USDA $1,816.00 Sewer $29,532.15 Sewer Sinking $0. **Summary of All Disbursements:** General $74,712.15 Capital Equipment Reserve $0 Road Use Tax $4278.79 Employee Benefit $0 Local Option Sales Tax $0 Debit Service $0 Capital Project Fund $0 Rathbun -$0 ARPA $0 Water $96,304.13 Water Sinking $1,816.00 Sewer $32,448.96 Sewer Sinking $0.

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| AFLAC | $80.76 | Aflac |
| ALLIANT ENERGY | $5,530.86 | Electric |
| EFTPS | $9,343.79 | Payroll Tax |
| IOWA DEPARTMENT OF REVENUE | $664.76 | Sewer tax |
| IOWA DEPARTMENT OF REVENUE | $2,410.43 | Water tax |
| IPERS | $5,976.05 | Payroll tax |
| MASTERCARD | $2,795.58 | Misc Supplies |
| MIDAMERICAN ENERGY | $72.17 | Gas |
| RATHBUN REGIONAL WATER | $3,865.60 | Bulk water |
| T-MOBILE | $120.10 | Chief Cellphone |
| USDA RURAL DEVELOPMENT | $3,632.00 | Loan payment |
| VERIZON BUSINESS | $25.35 | Data |
| WEX BANK | $906.98 | Fuel |
| WINDSTREAM | $407.72 | Phone / Internet |
| MARTIN EQUIPMENT | $47,225.00 | Mini Excavator |
| ACCESS | $512.92 | Copies |
| CORDRAY HEATING & COOLING | $197.95 | Repair |
| DIANE KRUSE | $27.00 | Reimbursement |
| EXCEL IT SERVICES | $135.56 | IT |
| INGRAM Library Services | $176.35 | Books |
| ION ENVIRONMENTAL SOLUTIONS | $426.00 | Testing |
| JUNIOR LIBRARY GUILD | $276.08 | Library |
| MCFARLAND - SWAN OFFICE CITY | $305.43 | Supplies |
| OVERDRIVE | $512.40 | Dues |
| PLAYAWAY PRODUCTS | $706.68 | Library |
| Southeast Iowa Regional | $1,022.00 | Dues |
| USPS | $377.40 | Postage |
| RSM US PRODUCT SALES | $115.00 | IT |
| GREEN ACRES CLUB | $1,000.00 | Pool Support |
| DONNELLSON FIRE ASSN | $6,662.50 | Levy |
| CITY OF WEST POINT | $3,382.50 | Chiefs Wages |
| 3E Davenport | $1,185.00 | Service |
| ARMSTRONG TRACTOR LLC | $159.08 | Supplies |
| BAKER & TAYLOR | $19.94 | Supplies |
| BARKER COMMUNICATIONS | $1,080.00 | Dues |
| Commercial Contracting Service | $1,500.00 | Street Sweeper |
| DAILY DEMOCRAT | $116.90 | Proceedings |
| EXCEL IT SERVICES | $91.80 | IT |
| FAMILY HANDYMAN | $26.75 | Magazine |
| GREEN ACRES CLUB | $1,000.00 | Pool Support |
| GRRWA | $953.00 | Landfill Fees |
| HEMPEN INDUSTRIAL SERV | $800.00 | Service |
| HIGH TIDE TECHNOLOGIES | $420.00 | Dues |
| HUFFMAN'S FARM AND HOME | $51.97 | Supplies |
| INGRAM Library Services | $421.80 | Books |
| INTERSTATE ALL BATTERY | $56.80 | Batteries |
| ION ENVIRONMENTAL SOLUTIONS | $715.00 | Testing |
| IOWA ONE CALL | $17.10 | One Call |
| Jackson Jones | $12.25 | Reimbursement |
| JSPARKS | $250.00 | Class |
| KELTEK INCORPORATED | $3,736.80 | Subscription |
| KEMPKERS TRUE VALUE | $32.54 | Supplies |
| KENT BRISBY | $13.30 | Reimbursement |
| KOHLMORGAN HAULING | $5,440.00 | Trash Service |
| Lee County Floral | $150.00 | Class |
| LYNCH DALLAS, P.C. | $120.00 | Legal |
| MCFARLAND - SWAN OFFICE CITY | $47.84 | Supplies |
| Microbac Laboratories Inc | $151.50 | Testing |
| QC ANALYTICAL SERVICES | $150.00 | Testing |
| RATHBUN REGIONAL WATER | $2,224.00 | Bulk water |
| REBECCA SCHAU | $47.24 | Reimbursement |
| RSM US PRODUCT SALES | $489.65 | IT |
| T.H.E. COMPANY | $90.72 | Supplies |
| TODD HERDRICH | $50.00 | Reimbursement |
| VERTICAL COMMUNICATIONS | $56.85 | Phone |
| Payroll | $28,193.21 |  |
| **Total** | **$148,672.16** |  |