Regular Meeting Minutes

Monday March 11th, 2024

7:30PM, City Hall

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

Motion by Newton, second by Moeller to approve the agenda: all ayes.

Citizen comments – Focus Groups with Donnellson Vision, projects of interest. Trees Forever & Iowa State University Extension will be putting together the data and getting it back with the vision committee.

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

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

Motion by Weber, second by Newton to approve the February ‘24 disbursements and March ’24 bills to be allowed: all ayes.

Motion by Weber, second by Marshall to Approve Application for New Liquor License and Wine/Beer Permits for Patrick Profeta & Neal Kohlmorgan DBA Lee County Speedway / KP Race Promotions LLC: all ayes.

Motion by Wagner, second by Moeller to Approve Special Class C Retail Alcohol License (BW) for KP Race Promotions LLC: all ayes.

Motion by Weber, second by Marshall to Approve Class C Retail Alcohol License (LC) for Green Acres Club: all ayes.

Motion by Moeller, second by Weber to Set Public Hearing & Special Meeting for March 26th 2024 @ 6pm – Proposed Property Tax Levy: all ayes.

Motion by Marshall, second by Weber to Set Public Hearing for April 8th 2024 @ 7:30pm – Amend Ordinance changing council meeting times from 7:30pm to 6:30pm: all ayes.

Motion by Newton, second by Wagner to Set Public Hearing for April 8th 2024 @ 7:30pm – Amend FY24 Budget: all ayes.

Opened bids for sealcoating of streets, one bid received from LL Pelling Co 2.80 single sealcoat, 3.35 base repair and single sealcoat, $175 hourly rate for drainage repair. Motion by Moeller, second by Newton to award sealcoating of streets for summer 2024 to LL Pelling Co out of North Liberty: all ayes.

Reviewed Insurance Policy, no changes made.

Citizen Concern – Traffic on Mill St turning around in front of depot and cutting into the grass. Chief to speak will elevator to see if they are aware of who might be doing it and provide extra patrol.

Contacting CCS out of Keokuk regarding a street cleaner for Main St prior to summer activities.

Set April 22nd thru May 3rd to flush mains – regular maintenance.

Chief speaking with owner of 115 S Oak regarding condition of the property and the steps needed to bring into compliance.

Police Report – There were 49 calls for service, 21 traffic stops and 6 citations. 40 building checks were done during the day & nighttime hours.

Water / Sewer Superintendent Report – resident had high water usage; printed usage report & spoke with property owner. Replaced fire hydrant in the 500 block of Main St.

Clerk Report – Roadside Cleanup will be April 27th – volunteers needed. Spring Cleanup for residential properties only will be April 20th 2024, items to be placed roadside by 7am. Farmers Market will be in Railroad Park again this year on Thursdays 4:30-6:30pm starting May 16th. Tunnel to Towers 5K Run/Walk will be held again July 4th – registration is open online. Property owner with large water leak in shed asked for sewer forgiveness on the excess water, motion by Newton, second by Moeller to credit $91.20 on utility account: all ayes.

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

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

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

**Summary of All Receipts:** General $37,124.87 Capital Equipment Reserve $0 Road Use Tax $9,114.03 Employee Benefit $74.61 Local Option Sales Tax $12,696.43 Debit Service $144.00 Rathbun $0 ARPA $0 Water $21,947.20 Water Sinking USDA $1,816.00 Sewer $28,139.30 Sewer Sinking $0. **Summary of All Disbursements:** General $61,656.08 Capital Equipment Reserve $0 Road Use Tax $4,185.95 Employee Benefit $1,534.48 Local Option Sales Tax $0 Debit Service $0 Capital Project Fund $0 Rathbun -$0 ARPA $0 Water $15,751 Water Sinking $1,816.00 Sewer $10,280.25 Sewer Sinking $0.

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| AFLAC | Insurance | $80.76 |
| PHILIP INSURANCE AGENCY | Insurance | $50,829.69 |
| WINDSTREAM | City of Donnellson Water | $291.69 |
| ALLIANT ENERGY | Electric | $5,832.60 |
| GRRWA | Landfill | $953.00 |
| MCFARLAND SUPPLY | Office Supplies | $218.93 |
| MID AMERICAN ENERGY | Gas | $342.31 |
| EFTPS | FED/FICA TAXES | $4,165.71 |
| IPERS | IPERS-REGULAR | $2,647.37 |
| TODD HERDRICH | Cell Reimbursement | $50.00 |
| DAILY DEMOCRAT | PROCEEDINGS | $103.16 |
| ARMSTRONG TRACTOR LLC | Semi Chisel | $41.40 |
| CESSFORD CONSTRUCTION CO | Mod Rock | $660.93 |
| MUNICIPAL SUPPLY | Curb Boxes | $471.00 |
| MARC | Lift Station Degreaser | $4,240.50 |
| CITY OF WEST POINT | Chief Wages | $3,315.54 |
| AXON ENTERPRISE, INC. | Tasers | $426.10 |
| KEMPKERS TRUE VALUE | Postage, Supplies | $40.43 |
| WEX BANK | Fuel | $660.38 |
| IMFOA | Dues | $50.00 |
| VERIZON | Aircards | $120.03 |
| EMC INSURANCE | Insurace | $255.00 |
| USPS | Water Bill Postage | $201.40 |
| MICROBAC LABORATORIES | Chlorine,Coliform | $17.50 |
| IOWA DEPARTMENT OF REVENE | Sales & Use Return Summary | $263.24 |
| IOWA DEPARTMENT OF REVENE | Water Service Excise Return | $1,101.17 |
| RATHBUN REGIONAL WATER | Monthly Bill | $4,825.60 |
| GWORKS | Implementation & Onboarding | $3,864.76 |
| KOHLMORGAN HAULING | City Pickup | $5,440.00 |
| LYNCH DALLAS, P.C. | General Matters | $137.50 |
| RSM US LLP | Microsoft, Exchanges | $488.92 |
| VERTICAL COMMUNICATIONS | Telephone/Internet | $56.74 |
| T-MOBILE | Chief Cell | $120.10 |
| DONALD CONSULTING GROUP | Cameras & Licensing | $10,147.30 |
| STATE HISTORICAL SOCIETY | Images of RR Depot | $100.00 |
| DAVE ELLINGBOE | Mileage | $76.38 |
| PAYROLL CHECKS | TOTAL PAYROLL CHECKS | $16,384.44 |
|  | CLAIMS TOTAL | $119,021.58 |