

**City of Spirit Lake  
Regular City Council Meeting 5:30 p.m.  
Tuesday, January 11, 2022**

**City Council Chambers**

**Present: Mayor Keenan. Councilmembers Harbst, Bice, Brockmeyer, Chappas, Kofoot.**

Meeting called to order by Mayor Keenan.

The pledge of allegiance to the flag was recited by those present.

**MINUTES**

Motion by Brockmeyer seconded by Bice to approve the minutes of the December 14<sup>th</sup> regular meeting and December 28<sup>th</sup> special meeting. Motion carried unanimously.

**BILLS**

Motion by Brockmeyer seconded by Bice to approve the bill list for the month of January, 2022. Motion carried unanimously.

A&B BUSINESS SOLUTIONS	COPIER CONTRACT	\$346.74
ACCESS SYSTEMS	COPIER CONTRACT 12/29-3/28	\$372.14
AHLERS & COONEY, PC	LEGAL FEES	\$1,038.00
ALLIANT ENERGY/IPL	UTILITIES	\$20,423.09
AMERICA'S TEST KITCHEN	COOKBOOK	\$31.65
AT & T MOBILITY	PHONES	\$815.69
BAKER & TAYLOR, INC.	BOOKS	\$815.63
BANKCARD SERVICES	CREDIT CARD CHARGES	\$443.04
BECK ENGINEERING, INC	ENGINEERING	\$6,675.00
BEST WAY INC	MARKING WAND	\$100.00
BLACK HILLS ENERGY	UTILITIES	\$6,852.34
BLUE LAKE WEBSITES	ADD ANNOUNCEMENT	\$55.00
BOMGAARS SUPPLY INC	CHARGE ACCOUNT	\$1,076.22
BOYER TRUCKS	SENSOR	\$54.28
SHANE BREVIK	QUARTERLY CLOTHING ALLOWANCE	\$200.00
CENTER POINT LARGE PRINT	LARGE PRINT	\$185.16
CENTRAL SERVICE & SUPPLY INC	CHAINS	\$120.64
CENTRAL STATES LAB	ZAP IT	\$4,634.76
CENTURY LINK	TELEMETRY	\$148.00
CERTIFIED LABORATORIES	CURUST	\$720.00
CINTAS CORP (CHICAGO)	CLEANING SUPPLIES	\$125.91
CINTAS CORPORATION	1ST AID SUPPLIES	\$127.93
CITIBUSINESS CARD	CREDIT CARD CHARGES	\$976.28
CITY CLERK	UTILITIES	\$231.40
CITY LAUNDERING CO	MATS	\$29.70
CITY OF ORLEANS	METER SURCHARGE OCT-DEC	\$4,820.76
CONTINENTAL RESEARCH CORP.	TUFF STUFF	\$865.10
CORNELL ABSTRACT COMPANY	REPORTER SUBSCRIPTION 2022	\$120.00
CTRL MARKETING	CLOTHING ALLOWANCE	\$236.34
CUTTING EDGE SALES & SERVICE	IGNITION MODULE	\$231.78
D&K REPAIR	RETREAD	\$3,076.86
DICKINSON CO AIRPORT AUTHORITY	FY22 SUPPORT JANUARY	\$500.00
DICKINSON CO ATTORNEY	FORFEITURE FUNDS	\$937.80
DAREN DIERS	QUARTERLY CLOTHING ALLOWANCE	\$200.00
DISCOVERY HOUSE	FY22 SUPPORT JAN	\$583.33

EFTPS	FED/FICA TAX	\$42,414.68
ELLIOTT EQUIPMENT CO	HYDRAULIC CARTRIDGE	\$382.92
EMC NATIONAL LIFE	POLICE LIFE INS - JANUARY	\$229.50
FEAR COMPUTER SOLUTIONS LLC	COMPUTER	\$1,330.00
FERGUSON WATERWORKS #2516	METER KIT	\$493.48
FICK'S ACE HARDWARE	OIL	\$241.32
NICK FIEBIG	SAFETY ALLOWANCE	\$164.99
GALE GROUP	LARGE PRINT	\$239.77
GREY HOUSE PUBLISHING	CORE CATALOG	\$228.50
HAWKINS, INC	CHEMICALS	\$3,387.86
HITSK9 TRAINING & CONSULT	TRAINING - KILPATRICK	\$419.00
IA COMMUNITIES ASSURANCE POOL	INSURANCE 2022	\$153,131.00
IA LAKES ELECTRIC CO-OP	UTILITIES	\$427.19
IA ONE CALL	LOCATES NOVEMBER	\$82.10
IA WORKFORCE DEVELOPMENT	4TH QRT 2021 UNEMPLOYMENT	\$66.69
IMWCA	FY22 PREMIUM 8 OF 8	\$3,010.00
INGRAM LIBRARY SERVICES	CHILDREN'S BOOKS	\$299.74
IOWA LAKES REGIONAL WATER	UTILITIES	\$65.34
IPERS	IPERS - REGULAR	\$41,711.79
JACK'S UNIFORMS & EQUIPMENT	BADGE - HELICKSON	\$135.99
JENNINGS AUTO PARTS	FILTERS	\$492.57
KAPCO, INC	SHIPPING FEE	\$101.97
KCL ENGINEERING	STREET LIGHT ENGINEERING	\$2,025.00
JOSH KILPATRICK	QUARTERLY CLOTHING ALLOWANCE	\$200.00
KOENIG PORTABLE TOILETS LLC	CLEAN POT	\$37.50
L & C TIRE SERVICE	TIRE REPAIR	\$120.00
LAKES AREA SENIOR CITIZENS	FY22 SUPPORT JAN	\$416.67
LAKES AUTO SPORT LLC	REPAIR POWER STEERING	\$1,257.56
LAKES LUBE CENTER LLC	OIL CHANGE	\$99.59
LAKES NEWS SHOPPER	HELP WANTED - WATER	\$62.10
LAWSON PRODUCTS INC.	BATTERIES, WIPES & PAINT	\$179.93
MARCO	COPIES	\$70.59
MICHAEL TODD & COMPANY	STEEL BANDING & POST CAP	\$414.66
MICRO MARKETING LLC	BOOKS & AUDIO	\$270.93
MID-AMERICAN RESEARCH CHEMICAL	PRO-GUARD PLUS	\$126.05
MIDWEST COATINGS COMPANY	SEAL COAT 2021 PAY APP#2,CO#1	\$4,129.75
JESSE MILLER	QUARTERLY CLOTHING ALLOWANCE	\$200.00
MUESKE ELECTRIC INC.	REPLACE GENERATOR FUSES	\$198.20
NW IA PLANNING & DEVELOP COMM	FY22 SHIELD DRAW#3	\$3,000.00
O'REILLY AUTOMOTIVE INC	FILTERS	\$173.16
OKOBOJI MOTOR COMPANY	OIL CHANGE & TIRE ROTATION	\$117.13
OKOBOJI TOURISM	FY22 1ST HALF SUPPORT	\$7,500.00
PETTY CASH	POSTAGE	\$44.95
PLIC - SBD GRAND ISLAND	LIFE INS - JANUARY	\$1,007.90
PROSECUTING ATTORNEY TRAINING	FORFEITURE FUNDS	\$1,042.00
ANTHONY QUAIL	TOBACCO COMPLIANCE	\$120.00
RELIANT GASES LTD	BULK CO2	\$2,687.86
SAM WEDEKING EXCAVATING INC	HAUL SNOW	\$2,145.00
SECURE BENEFITS SYSTEMS	ADMIN FEE	\$59.50
SPIRIT LAKE CHAMBER COMMERCE	FY22 SUPPORT JAN-MAR	\$8,750.00
SPIRIT LAKE COMM FIRE DEPT	2ND HALF FY22 SUPPORT	\$36,870.75
SPIRIT LAKE READY MIX	13TH & GARY	\$586.50
STATE BANK	SAFE DEPOSIT BOX 39 RENT	\$40.00
STATE HYGIENIC LAB	TESTING	\$1,385.50

STATE OF IOWA - PR TAXES	STATE TAXES	\$11,587.00
STEIN LAW OFFICE	LEGAL FEES	\$437.50
STOREY-KENWORTHY CO.	TONER	\$62.35
THE ROPE WARRIOR INC	SRP PROGRAM	\$425.00
THE WATER CONNECTION	WATER	\$21.00
TREASURER STATE OF IOWA	WATER EXCISE TAX 12/16-12/31	\$8,554.28
TRI-TECH FORENSICS	BLOOD/URINE TEST KITS	\$241.00
U.S. POSTMASTER	PREPAY POSTAGE PERMIT #18	\$1,300.00
UMB CORP TRUST	BOND FEES	\$250.00
MATT VAHLING	JANITOR DECEMBER	\$931.00
VERIZON WIRELESS	CELL PHONES	\$243.16
VIEVU	BODY CAM DATA	\$16.00
RYAN VOS	QUARTERLY CLOTHING ALLOWANCE	\$200.00
VOYA INSTITUTIONAL TRUST CO	VOYA DEF COMP	\$1,800.00
IVY FUNDS	W&R DEF COMP	\$100.00
CAPITAL ONE	EMPLOYEE RECOGNITION DINNER	\$49.98
WASTE MANAGEMENT OF WI-MN	LANDFILL FEES 12/1-12/15	\$16,262.09
SAM WEBER	QUARTERLY CLOTHING ALLOWANCE	\$200.00
WERTS WINDOW&AWNG CLEANING INC	WINDOW WASHING	\$25.00
WEX BANK	FUEL - DECEMBER	\$9,560.00
WINTHER, STAVE & CO.,LLP	FY21 AUDIT PROGRESS	\$1,000.00
WATER	WATER REFUNDS	\$290.64
PAYROLL	PAYROLL	\$142,079.68
TOTAL		\$578,201.43

#### **TREASURER'S REPORT**

Motion by Brockmeyer seconded by Bice to approve the Treasurer's Report for December, 2021. Motion carried unanimously. Revenue included: General Fund \$235,667.05; American Rescue Plan \$140.64; Canine \$182.20; Local Option Sales Tax \$130,446.70; Park Development Reserve \$11.18; Building Reserve \$2.41; Road Use \$54,160.25; Trust & Agency \$22,804.83; Police Forfeiture \$10,420.00; TIF \$108,549.27; Friends of the Library \$2,372.32; Debt Service \$3,555.04; Non-TIF Capital Projects \$.37; Southern Hills Phase \$41.30; Point of Pines \$15.34; Water \$202,265.03; Water T&A \$800.00; Water Rev Sinking 2017 \$11,495.00; Sanitary Sewer \$29,905.01; Solid Waste Collection \$85,539.44; Equipment Revolving \$18.66; Partial Self-funding \$3,996.12. Expenditures included: General Fund \$290,630.29; Local Option Sales Tax \$50,000.00; Economic Development \$500.00; Road Use \$14,772.26; Trust & Agency \$56,236.15; TIF \$250.00; Friends of the Library \$837.66; Debt Service \$250.00; Water \$184,566.18; Water T&A \$724.08; Water Rev Sinking 2017 \$18,470.00 Sanitary Sewer \$32,707.42; Solid Waste Collection \$92,273.40; Partial Self-funding \$2,171.88.

#### **TRANSFER AND MANUAL JOURNAL ENTRIES 4<sup>th</sup> QUARTER 2021**

Motion by Brockmeyer seconded by Bice to approve the Manual Journal Entries and Transfers for the fourth quarter of 2021. Motion carried unanimously. EFTPS for 941 deposits \$138,397.82; Treasurer State of Iowa w/h tax \$34,922.66; IPERS \$97,232.35; Treasurer State of Iowa sales tax \$9,281.00; Treasurer State of Iowa water excise tax \$33,535.00; Treasurer State of Iowa unemployment \$66.69; ING 457 Plan \$4,200.00; Direct Deposit payroll \$418,074.24; IA Finance Authority SRF \$18,470.00; UMB Corp Trust \$106,246.40; Transfer to Partial Self fund Ins \$4,677.67; Write Off Uncollectible/NSF fees \$14.00. Transfers between funds per budget: from LOST to General Fund \$150,000.00; From Water to Water Rev

Sinking Fund for Revenue Bond Requirements \$34,485.00; From Employee Benefit, Water, Sewer, Sanitation to PSF Ins \$11,839.95; From LOST, TIF, Water & Sewer to Debt Service \$86,276.25.

#### **LIQUOR LICENSES**

Motion by Brockmeyer seconded by Bice to approve a Class C liquor license with Outdoor Service & Sunday sales for Bucks Pub and Class E liquor license, Class B wine permit, Class C beer permit with Sunday sales for Hy-Vee Wine and Spirits. Motion carried unanimously.

#### **AMENDMENT TO CITY ORDINANCE 6.07 FOR REPRECINCTING OF SPIRIT LAKE FROM THE 2020 CENSUS AS REQUIRED BY IOWA LAW PUBLIC HEARING**

The Mayor announced this is the time and place to consider the amendment to city ordinance 6.07 for reprecincting of Spirit Lake from the 2020 census as required by Iowa law. No oral or written comments were received. At this time, the Mayor closed the public hearing.

#### **ORDINANCE NO. 4-2022 AN ORDINANCE TO AMEND 6.07 FOR REPRECINCTING OF SPIRIT LAKE FROM THE 2020 CENSUS AS REQUIRED BY IOWA LAW FIRST AND SECOND CONSIDERATION**

Motion by Chappas seconded by Harbst to waive the first and second consideration of Ordinance No. 4-2022. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Motion carried unanimously.

#### **ADOPT ORDINANCE NO. 4-2022**

Motion by Chappas seconded by Kofoot to adopt Ordinance No. 4-2022. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Motion carried unanimously. Ordinance adopted.

#### **REZONING CERTAIN PROPERTIES LOCATED WITHIN THE CORPORATE LIMITS OF SPIRIT LAKE, IOWA PUBLIC HEARING**

The Mayor announced this is the time and place to consider the rezoning of certain properties located within the corporate limits of Spirit Lake and opened the public hearing. No oral or written comments were received. At this time, the Mayor closed the public hearing. (All of Lots 48 and 49, Auditor's Plat No. 108)

#### **ORDINANCE NO. 5-2022 AN ORDINANCE OF THE CITY OF SPIRIT LAKE, IOWA, REZONING CERTAIN PROPERTIES LOCATED WITHIN THE CORPORATE LIMITS OF SPIRIT LAKE, DICKINSON COUNTY, IOWA FIRST CONSIDERATION**

Motion by Bice seconded by Chappas to approve the first consideration of Ordinance No. 5-2022. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Motion carried unanimously.

#### **FIRST AND SECOND CONSIDERATION**

Motion by Bice seconded by Brockmeyer to amend the previous motion and to waive the first and second consideration of Ordinance No. 5-2022. Aye: Harbst, Bice, Brockmeyer, Kofoot. Nay: Chappas. Motion carried.

#### **ADOPT ORDINANCE NO. 5-2022**

Motion by Brockmeyer seconded by Bice to adopt Ordinance No. 5-2022. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Motion carried unanimously. Ordinance adopted.

**ORDINANCE NO. 1-2022**

**AN ORDINANCE FOR THE DIVISION OF REVENUES UNDER SECTION 403.19, CODE OF IOWA, FOR THE DWELLINGS URBAN RENEWAL PLAN**

**SECOND CONSIDERATION**

Motion by Chappas seconded by Harbst to waive the second consideration of Ordinance No. 1-2022. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Motion carried unanimously.

**ADOPT ORDINANCE NO. 1-2022**

Motion by Bice seconded by Brockmeyer to adopt Ordinance No. 1-2022. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Motion carried unanimously. Ordinance adopted.

**ORDINANCE NO. 2-2022**

**AN ORDINANCE FOR THE DIVISION OF REVENUES UNDER SECTION 403.19, CODE OF IOWA, FOR MAPLE MEADOWS URBAN RENEWAL PLAN**

**SECOND CONSIDERATION**

Motion by Bice seconded by Chappas to waive the second consideration of Ordinance No. 2-2022. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Motion carried unanimously.

**ADOPT ORDINANCE NO. 2-2022**

Motion by Brockmeyer seconded by Kofoot to adopt Ordinance No. 2-2022. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Motion carried unanimously. Ordinance adopted.

**ORDINANCE NO. 3-2022**

**AMENDMENT TO CODE OF ORDINANCE CHAPTER 58 RE DANGEROUS DOGS**

**SECOND CONSIDERATION**

Motion by Harbst seconded by Bice to approve the second consideration of Ordinance No. 3-2022. Aye: Harbst, Bice, Brockmeyer, Chappas. Nay: Kofoot. Motion carried.

**RESOLUTION NO. 2022-1**

**RESOLUTION APPROVING PAY APPLICATION #2, CHANGE ORDER #1 AND FINAL ACCEPTANCE OF THE 2021 CITY OF SPIRIT LAKE SEAL COAT PROJECT**

Brockmeyer introduced and caused to be read Resolution No. 2022-1 and moved for its adoption, which was seconded by Kofoot. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Resolution duly adopted.

**RESOLUTION NO. 2022-2**

**RESOLUTION CERTIFYING DELINQUENT CHARGES TO THE DICKINSON COUNTY TREASURER**

Harbst introduced and caused to be read Resolution No. 2022-2 and moved for its adoption, which was seconded by Kofoot. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Resolution duly adopted.

**MAYORAL APPOINTMENT**

Motion by Harbst seconded by Brockmeyer to appoint Kevin Bice Mayor Pro-Tem in the absence of Mayor Keenan. Motion carried unanimously.

**ADJOURNMENT**

Motion by Bice seconded by Kofoot to adjourn the meeting. Motion carried unanimously.

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Bruce Keenan, Mayor

ATTEST:

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Gregg L. Owens, City Administrator