

City of Spirit Lake

Regular City Council Meeting 5:30 p.m.

Tuesday, April 12, 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 Bice seconded by Kofoot to approve the minutes of the March 22nd regular meeting.

Motion carried unanimously.

BILLS

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

A&B BUSINESS SOLUTIONS	COPIER	\$452.93
ACCESS SYSTEMS	COPIER CONTRACT 3/29-6/28	\$367.34
AHLERS & COONEY, PC	LEGAL FEES - MAPLE MEADOWS	\$660.50
ALLIANT ENERGY/IPL	UTILITIES	\$19,775.64
AT & T MOBILITY	PHONES	\$815.13
BAKER & TAYLOR, INC.	BOOKS	\$1,659.04
BANKCARD SERVICES	CREDIT CARD CHARGES	\$2,243.86
JERRY BARLOW	PERFORMER FEE	\$350.00
BECK ENGINEERING, INC	ENG - CENTER LAKE LIFT STATION	\$20,038.75
BEST WAY INC	FLAGS & PAINT	\$630.00
BLACK HILLS ENERGY	UTILITIES	\$10,916.63
BOMGAARS SUPPLY INC	CHARGE ACCOUNT	\$2,167.21
SHANE BREVIK	QUARTERLY CLOTHING ALLOWANCE	\$200.00
BUSINESS TODAY	MONITOR & PRINTER	\$1,029.98
CENTER POINT LARGE PRINT	LARGE PRINT BOOKS	\$185.16
CENTRAL STATES LAB	BARREN	\$2,572.65
CENTURY LINK	TELEMETRY	\$148.00
CINTAS CORP (CHICAGO)	RESTROOM SUPPLIES	\$125.91
CITIBUSINESS CARD	CREDIT CARD CHARGES	\$1,858.86
CITY CLERK	UTILITIES	\$240.10
CITY LAUNDERING CO	MATS	\$202.80
CITY OF ORLEANS	METER SURCHARGE JAN-MARCH	\$4,823.19
CONTINENTAL RESEARCH CORP.	ADHESIVE	\$490.50
COPPER COTTAGE	REPAIR SINK	\$250.98
CTRL MARKETING	CLOTHING ALLOWANCE	\$167.22
DICKINSON CO AIRPORT AUTHORITY	FY 22 SUPPORT APRIL	\$500.00
DICKINSON CO ATTORNEY	FORFEITURE FUNDS	\$162.00
DICKINSON CO CONSERV. BOARD	TV'S	\$765.00
DICKINSON CO NEWS	MINUTES	\$436.12
DAREN DIERS	QUARTERLY CLOTHING ALLOWANCE	\$200.00
DISCOVERY HOUSE	FY 22 SUPPORT APRIL	\$583.33
EFTPS	FED/FICA TAX	\$18,052.96
ELLIOTT EQUIPMENT CO	PARTS	\$1,151.76
KRISTA ELMQUIST	TRAINING - MILEAGE	\$74.88
EMC NATIONAL LIFE	POLICE LIFE INS - APRIL	\$229.50

EMPLOYEE BENEFIT SYSTEM INC	ADMIN FEE MAY	\$282.34
FERGUSON WATERWORKS #2516	METERS	\$883.01
FICK'S ACE HARDWARE	CHARGE ACCOUNT	\$108.49
GALE GROUP	MEMORIALS	\$311.45
HACH COMPANY	TESTING	\$1,583.19
HANSON'S PLUMBING & HEAT	HEATER	\$15,600.00
HAWKINS, INC	CHEMICALS	\$4,166.79
HELLICKSON MATT	HEADLIGHT BULBS	\$25.98
HR GREEN INC	ENG - WATER PLANT ANALYSIS	\$9,158.63
IA ONE CALL	LOCATES JANUARY	\$24.20
IA WORKFORCE DEVELOPMENT	1ST QRT 2022 UNEMPLOYMENT	\$544.49
IMFOA	FINANCE CERTIFICATE	\$125.00
IOWA LAKES REGIONAL WATER	UTILITIES	\$78.84
JENNINGS AUTO PARTS	55G HYDR	\$2,155.39
JOSH KILPATRICK	QUARTERLY CLOTHING ALLOWANCE	\$200.00
KOENIG PORTABLE TOILETS LLC	JET SEWER LINES	\$300.00
KUHLMAN LAKE SERV&WELDING INC	WELD - LIGHT POLE	\$287.50
L & C TIRE SERVICE	REPLACE ENGINE MOUNT	\$492.76
LAKES AREA SENIOR CITIZENS	FY 22 SUPPORT APRIL	\$416.67
LAKES MARKETING AND PRINT	FOLD & STUFF BILLS	\$196.21
LAKES NEWS SHOPPER	GREEN WASTE AD	\$110.40
LAKEVIEW BOOKS	CHILDREN'S BOOKS	\$298.27
LAWSON PRODUCTS INC.	GLOVES	\$209.46
MARCO	COPIES	\$70.59
MATHESON TRI-GAS, INC	ARGON RENTAL	\$41.47
MEDIACOM LLC	PHONE & INTERNET	\$1,372.22
MEDICAL REIMBURSEMENT	MEDICAL REIMBURSEMENT	\$489.60
MIDAMERICA BOOKS	CHILDREN'S BOOKS	\$309.25
JESSE MILLER	QUARTERLY CLOTHING ALLOWANCE	\$200.00
MUESKE ELECTRIC INC.	STORAGE ROOM LIGHTING	\$565.26
NW IA PLANNING & DEVELOP COMM	CPR CLASS	\$135.00
O'REILLY AUTOMOTIVE INC	LIGHT	\$4.67
PLUNKETT'S PEST CONTROL	PEST CONTROL	\$83.20
DIANA PRITTS	MISC - SRP	\$69.20
PRODUCTIVITY PLUS ACCOUNT	BULK OIL & ANTIFREEZE	\$4,096.85
PROSECUTING ATTORNEY TRAINING	FORFEITURE FUNDS	\$180.00
QUADIANT LEASING USA INC	SEALING KIT	\$26.00
RELIANT GASES LTD	BULK CO2	\$2,849.68
SECURE BENEFITS SYSTEMS	ADMIN FEE	\$59.50
SPIRIT LAKE CHAMBER COMMERCE	FY 22 SUPPORT APRIL-JUNE	\$8,750.00
STOREY-KENWORTHY CO.	PAPER	\$108.90
THE DAILY REPORTER	NEWSPAPER	\$99.00
THE WATER CONNECTION	WATER	\$21.00
TITAN MACHINERY	OIL & FILTERS	\$75.60
TREASURER STATE OF IOWA	WATER EXCISE TAX 3/16-3/31	\$10,770.50
U.S. POSTMASTER	PREPAY POSTAGE PERMIT #18	\$1,500.00
UNITY POINT CLINIC	RANDOM TESTING	\$42.00
USA BLUE BOOK	SOLENOID VALVE	\$503.33
MATT VAHLSING	JANITOR - MARCH	\$931.00
VERIZON WIRELESS	CELL PHONES	\$243.75
RYAN VOS	QUARTERLY CLOTHING ALLOWANCE	\$200.00
WASTE MANAGEMENT OF WI-MN	LANDFILL FEES 3/16-3/31	\$35,920.98
SAM WEBER	QUARTERLY CLOTHING ALLOWANCE	\$200.00
WEX BANK	FUEL - MARCH	\$10,901.13

WINTHER, STAVE & CO.,LLP	FY21 FINAL AUDIT	\$500.00
UTILITY REFUNDS	UTILITY REFUNDS	\$278.53
PAYROLL	PAYROLL	\$61,084.58
TOTAL		\$274,769.79

TREASURER'S REPORT

Motion by Bice seconded by Kofoot to approve the Treasurer's Report for March, 2022. Motion carried unanimously. Revenue included: General Fund \$193,995.71; American Rescue Plan \$145.22; Canine \$2.27; Local Option Sales Tax \$221,353.18; Park Development Reserve \$11.55; Building Reserve \$2.48; Economic Development \$1,470.36; Road Use \$33,968.10; Trust & Agency \$22,983.76; TIF \$54,655.54; Friends of the Library \$65,096.64; Debt Service \$2,843.29; Non-TIF Capital Projects \$.39; Southern Hills Phase \$42.65; Point of Pines \$15.84; Water \$203,015.08; Water T&A \$800.00; Water Rev Sinking 2017 \$11,495.00; Sanitary Sewer \$31,936.31; Solid Waste Collection \$92,119.27; Equipment Revolving \$19.69; Partial Self-funding \$3,990.72. Expenditures included: General Fund \$669,929.92; Local Option Sales Tax \$50,000.00; Economic Development \$500.00; Road Use \$440,326.02; Trust & Agency \$43,841.99; Friends of the Library \$1,191.45; Water \$119,037.72; Water T&A \$402.32; Sanitary Sewer \$15,328.47; Solid Waste Collection \$75,906.18; Partial Self-funding \$12,595.92.

TRANSFER AND MANUAL JOURNAL ENTRIES 1ST QUARTER 2022

Motion by Bice seconded by Kofoot to approve the Manual Journal Entries and Transfers for the first quarter of 2022. Motion carried unanimously. EFTPS for 941 deposits \$119,417.14; Treasurer State of Iowa w/h tax \$21,565.00; IPERS \$83,598.14; Treasurer State of Iowa sales tax \$8,943.77; Treasurer State of Iowa water excise tax \$24,017.61; Treasurer State of Iowa unemployment \$544.49; ING 457 Plan \$3,810.00; Direct Deposit payroll \$370,139.30; Transfer to Partial Self fund Ins \$29,564.29; Write Off Uncollectible/NSF fees \$42.00. 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.

LIQUOR LICENSE

Motion by Bice seconded by Kofoot to approve permanent premise transfer change for Hy-Vee Wine and Spirits. Motion carried unanimously.

AMENDMENT TO ARTICLE XIII SECTION 13.3 OF THE SPIRIT LAKE ZONING ORDINANCE PUBLIC HEARING

The Mayor announced this is the time and place to consider the amendment to Article XIII Section 13.3 of the Spirit Lake Zoning Ordinance. No oral or written comments were received. At this time, the Mayor closed the public hearing.

ORDINANCE NO. 7-2022

AN ORDINANCE AMENDING ARTICLE XIII SECTION 13.3 OF THE SPIRIT LAKE ZONING ORDINANCE FIRST AND SECOND CONSIDERATION

Motion by Chappas seconded by Harbst to waive the first and second consideration of Ordinance No. 7-2022. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Motion carried unanimously.

ADOPT ORDINANCE NO. 7-2022

Motion by Bice seconded by Chappas to adopt Ordinance No. 7-2022. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Motion carried unanimously. Ordinance adopted.

**AMENDMENT TO ARTICLE XVIII SECTION 18.14 (2)(B) OF THE SPIRIT LAKE ZONING ORDINANCE
PUBLIC HEARING**

The Mayor announced this is the time and place to consider the amendment to Article XVIII Section 18.14 (2)(B) of the Spirit Lake Zoning Ordinance. No oral or written comments were received. At this time, the Mayor closed the public hearing.

ORDINANCE NO. 8-2022

**AN ORDINANCE AMENDING ARTICLE XVIII SECTION 18.14 (2)(B) OF THE SPIRIT LAKE ZONING
ORDINANCE**

FIRST AND SECOND CONSIDERATION

Motion by Chappas seconded by Brockmeyer to waive the first and second consideration of Ordinance No. 8-2022. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Motion carried unanimously.

ADOPT ORDINANCE NO. 8-2022

Motion by Harbst seconded by Kofoot to adopt Ordinance No. 8-2022. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Motion carried unanimously. Ordinance adopted.

OLDE TOWN BETTERMENT INCENTIVE PROGRAM APPLICATION FOR 1719 HILL AVENUE

Motion by Harbst seconded by Chappas to approve the Olde Town Betterment Incentive Program Application for 1719 Hill Avenue with the stipulation the LED ticker signage would not be included. Motion carried unanimously.

RESOLUTION NO. 2022-14

**RESOLUTION APPROVING PUBLICATION AND SETTING DATE OF PUBLIC HEARING ON THE FY2022
BUDGET AMENDMENT #2**

Bice introduced and caused to be read Resolution No. 2022-14 and moved for its adoption, which was seconded by Brockmeyer. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Resolution duly adopted.

APPOINTMENTS TO BOARDS & COMMISSIONS

Motion by Harbst seconded by Kofoot to approve the appointment of Carolyn Butterworth to the Spirit Lake Public Library Board of Directors.

ADJOURNMENT

Motion by Chappas seconded by Brockmeyer to adjourn the meeting. Motion carried unanimously.

Bruce Keenan, Mayor

ATTEST:

Gregg L. Owens, City Administrator