

City of Spirit Lake

Regular City Council Meeting 5:30 p.m.

Tuesday, April 11, 2023

City Council Chambers

Present: 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 Chappas to approve the minutes of the March 28th regular meeting.

Motion carried unanimously.

BILLS

Motion by Bice seconded by Chappas to approve the bill list for the month of April, 2023. Motion carried unanimously.

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| ACCESS SYSTEMS | COPIER CONTRACT 3/29-6/28 | \$913.74 |
| ALLIANT ENERGY/IPL | UTILITIES | \$17,048.00 |
| ALLIANT ENERGY CORP SERV | PAID INCORRECT VENDOR | \$525.00 |
| AT & T MOBILITY | PHONES | \$819.62 |
| BAKER & TAYLOR, INC. | BOOKS | \$1,518.68 |
| BANKCARD SERVICES | CREDIT CARD CHARGES | \$5,307.69 |
| BECK ENGINEERING, INC | ENGINEERING | \$26,417.50 |
| BLACK HILLS ENERGY | UTILITIES | \$12,984.34 |
| BOMGAARS SUPPLY INC | CORDSTAND | \$11.99 |
| SHANE BREVIK | QUARTERLY CLOTHING ALLOWANCE | \$200.00 |
| BUSINESS TODAY | BATTERY BACK UPS | \$550.00 |
| CENTER POINT LARGE PRINT | LARGE PRINT | \$189.96 |
| CINTAS CORP (CHICAGO) | RESTROOM SUPPLIES | \$43.54 |
| CITY CLERK | UTILITIES | \$194.81 |
| CITY LAUNDERING CO | MATS | \$120.15 |
| CITY OF ORLEANS | METER SURCHARGE JAN-MARCH | \$4,847.49 |
| COHRS CONSTRUCTION, INC. | GRAVEL | \$1,145.99 |
| D&K REPAIR | TIRE REPAIR | \$118.38 |
| DICKINSON CO AIRPORT AUTHORITY | FY23 SUPPORT APRIL | \$500.00 |
| DICKINSON CO NEWS | MINUTES | \$229.87 |
| DAREN DIERS | QUARTERLY CLOTHING ALLOWANCE | \$200.00 |
| DISCOVERY HOUSE | FY23 SUPPORT APRIL | \$291.67 |
| EFTPS | FED/FICA TAX | \$19,742.34 |
| EMPLOYEE BENEFIT SYSTEM INC | ADMIN FEE MAY | \$282.34 |
| JASON FEATHER | QUARTERLY CLOTHING ALLOWANCE | \$200.00 |
| FICK'S ACE HARDWARE | HOSE, SEAL TAPE | \$117.63 |
| GALE GROUP | LARGE PRINT | \$281.27 |
| GENERAL TRAFFIC CONTROLS,INC. | TRAFFIC SIGNAL - HWY 9 & HILL | \$1,619.88 |
| GRAYMONT WI LLC | LIME | \$6,155.96 |
| HAWKINS, INC | CHEMICALS | \$3,471.90 |
| HELLICKSON MATT | QUARTERLY CLOTHING ALLOWANCE | \$200.00 |
| HULSTEIN EXCAVATING INC | PAY APP#2 | \$127,305.32 |
| INGRAM LIBRARY SERVICES | CHILDREN'S BOOKS | \$419.42 |
| IOWA LAKES REGIONAL WATER | METER LEASE | \$13.50 |
| JACK'S UNIFORMS & EQUIPMENT | UNIFORM - ARNOLD | \$31.90 |
| JENNINGS AUTO PARTS | FILTERS | \$536.75 |

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| JOE D JENNINGS | VEHICLE REPAIR | \$353.71 |
| JOSH KILPATRICK | QUARTERLY CLOTHING ALLOWANCE | \$200.00 |
| KOLLASCH WELDING & MACHINE | METAL | \$7.00 |
| L & C TIRE SERVICE | REPLACE BRAKES | \$776.56 |
| LAKES MARKETING AND PRINT | SANITATION WORK ORDERS | \$467.97 |
| LAWSON PRODUCTS INC. | BATTERIES, WASHERS, SCREWS | \$469.22 |
| MARCO | COPIES | \$74.12 |
| MATHESON TRI-GAS, INC | ARGON | \$151.53 |
| JONATHAN MAY | SRP PERFORMER | \$720.00 |
| MEDIACOM LLC | PHONE & INTERNET | \$1,457.12 |
| MEDICAL REIMBURSEMENT | MEDICAL REIMBURSEMENT | \$2,465.35 |
| MICRO MARKETING LLC | AUDIOBOOKS | \$140.97 |
| MUESKE ELECTRIC INC. | TEMP POWER PUMP CONTROL | \$181.00 |
| NORTH CENTRAL INTERNATIONAL | LATCH DOOR | \$221.29 |
| O'REILLY AUTOMOTIVE INC | GREASE | \$55.96 |
| OKOBOJI GRAPHICS | DECALS | \$469.00 |
| OKOBOJI MOTOR COMPANY | OIL CHANGE & BATTERY | \$741.01 |
| QUALITY FLOW SYSTEMS INC | RENTAL EQUIPMENT | \$1,586.50 |
| SECURE BENEFITS SYSTEMS | ADMIN FEE | \$50.50 |
| SPIRIT LAKE KIWANIS | 19.57 TONS PAPER RECYCLE | \$293.55 |
| STEIN LAW OFFICE | LEGAL FEES - DD#48 | \$462.02 |
| WILL STUCK | SRP PERFORMER | \$1,050.00 |
| TREASURER STATE OF IOWA | WATER EXCISE TAX 3/1-3/31 | \$11,197.15 |
| TRI-STATE LITHO, LTD. | BUSINESS CARDS | \$43.00 |
| U.S. POSTMASTER | PREPAY POSTAGE PERMIT #18 | \$1,700.00 |
| RYAN VOS | QUARTERLY CLOTHING ALLOWANCE | \$200.00 |
| CAPITAL ONE | CREDIT CARD CHARGES | \$85.84 |
| SAM WEBER | QUARTERLY CLOTHING ALLOWANCE | \$200.00 |
| WEX BANK | FUEL - MARCH | \$8,526.91 |
| UTILITY REFUNDS | UTILITY REFUNDS | \$309.32 |
| PAYROLL | PAYROLL | \$66,289.12 |
| TOTAL | | \$335,502.35 |

TREASURER'S REPORT

Motion by Bice seconded by Chappas to approve the Treasurer's Report for March, 2023. Motion carried unanimously. Revenue included: General Fund \$158,820.25; American Rescue Plan \$374.81; Canine \$3.75; Local Option Sales Tax \$113,454.44; Park Development Reserve \$19.04; Building Reserve \$4.10; Road Use \$36,082.19; Trust & Agency \$18,785.00; TIF \$73,127.84; Friends of the Library \$927.92; Debt Service \$2,531.07; Non-TIF Capital Projects \$.64; Southern Hills Phase \$70.33; Point of Pines \$26.13; Water \$168,980.73; Water T&A \$400.00; Water Rev Sinking 2017 \$11,493.00; Sanitary Sewer \$28,704.32; Solid Waste Collection \$86,660.58; Equipment Revolving \$2,318.44; Partial Self-funding \$6,340.28. Expenditures included: General Fund \$215,947.63; Local Option Sales Tax \$60,000.00; Economic Development \$500.00; Road Use \$30,041.25; Trust & Agency \$52,810.70; Friends of the Library \$1,994.68; Water \$143,429.32; Water T&A \$255.07; Sanitary Sewer \$21,416.17; Solid Waste Collection \$88,562.21; Partial Self-funding \$13,242.68.

TRANSFER AND MANUAL JOURNAL ENTRIES 1ST QUARTER 2023

Motion by Bice seconded by Chappas to approve the Manual Journal Entries and Transfers for the first quarter of 2023. Motion carried unanimously. EFTPS for 941 deposits \$120,283.36; Treasurer State of Iowa w/h tax \$19,217.01; IPERS \$86,610.97; Treasurer State of Iowa sales tax \$5,838.60; Treasurer State

of Iowa water excise tax \$18,616.74; Treasurer State of Iowa unemployment \$556.23; ING 457 Plan \$3,810.00; Direct Deposit payroll \$381,367.76; Transfer to Partial Self fund Ins \$20,198.09; Write Off Uncollectible/NSF fees \$21.00. Transfers between funds per budget: from LOST to General Fund \$180,000.00; From Water to Water Rev Sinking Fund for Revenue Bond Requirements \$34,479.00; From Employee Benefit, Water, Sewer, Sanitation to PSF Ins \$18,270.00.

RESOLUTION NO. 2023-08
RESOLUTION SETTING PUBLIC HEARING AND APPROVING PUBLICATION OF NOTICE OF
PUBLIC HEARING ON PROPOSED FY2024 CITY BUDGET

Harbst introduced and caused to be read Resolution No. 2023-08 and moved for its adoption, which was seconded by Kofoot. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Resolution duly adopted.

CHAMBER OF COMMERCE EVENTS REQUESTS

Motion by Bice seconded by Brockmeyer to approve the use of the downtown area for the annual Cruise-In and approval of the sidewalk sales stand permit for the event on Saturday, June 24, 2023, request that Hill Avenue from 16th Street south to Lake Street, be closed to parking from 4:30 pm until 8:00 pm each Thursday from May 25th-August 31st and permission to allow sales on the sidewalks and streets during said timeframes and a request that Hill Avenue from 16th Street south to 18th Street be closed to parking from 6:00 am until 9:15 am on Saturday July 9, 2023 for BRASL and approve the use of Memorial Park for BRASL. Motion carried unanimously.

ADJOURNMENT

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

Bruce Keenan, Mayor

ATTEST:

Gregg L. Owens, City Administrator