

City of Spirit Lake

Regular City Council Meeting 5:30 p.m.

Tuesday, October 10, 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 Brockmeyer seconded by Kofoot to approve the minutes of the September 26th regular meeting. Motion carried unanimously.

BILLS

Motion by Brockmeyer seconded by Kofoot to approve the bill list for the month of October, 2023.

Motion carried unanimously.

911 INSTALLS	EQUIP INSTALLS	\$5,312.85
ACCESS SYSTEMS	COPIER CONTRACT 9/29-12/28	\$563.31
ALLIANT ENERGY/IPL	UTILITIES	\$28,121.10
ARROWWOOD OKOBOJI	EMPLOYEE RECOGNITION DEPOSIT	\$400.00
AT & T MOBILITY	PHONES	\$1,834.44
BAKER & TAYLOR, INC.	BOOKS	\$1,228.98
BECK ENGINEERING, INC	ENGINEERING	\$8,512.50
BIBLIONIX	LIBRARY CATALOG	\$2,860.00
BLACK HILLS ENERGY	UTILITIES	\$408.42
SHANE BREVIK	QUARTERLY CLOTHING ALLOWANCE	\$200.00
CENTER POINT LARGE PRINT	LARGE PRINT MEMORIALS	\$237.90
CENTRAL BANK	CREDIT CARD CHARGES	\$211.51
CHILD'S WORLD	CHILDREN'S BOOKS	\$619.65
CINTAS CORP (CHICAGO)	RESTROOM SUPPLIES	\$93.22
CINTAS CORPORATION	1ST AID SUPPLIES	\$219.13
CITIBUSINESS CARD	CREDIT CARD CHARGES	\$1,282.01
CITY CLERK	UTILITIES	\$4,571.64
CITY LAUNDERING CO	MATS	\$114.15
CITY OF ORLEANS	METER SURCHARGE JULY-SEPT	\$4,859.64
CORE & MAIN LP	PART	\$1,920.68
DAKOTA SUPPLY GROUP	BLADES	\$5,773.91
DICKINSON CO AIRPORT AUTHORITY	FY24 SUPPORT OCT	\$500.00
DICKINSON CO EMS ASSOC	AED BATTERY PACK	\$256.00
DICKINSON CO NEWS	MINUTES	\$379.16
DAREN DIERS	QUARTERLY CLOTHING ALLOWANCE	\$200.00
DOCUMENT DEPOT INC	SHREDDING	\$49.00
EFTPS	FED/FICA TAX	\$22,796.56
EMPLOYEE BENEFIT SYSTEM INC	ADMIN FEE NOVEMBER	\$252.62
FEAR COMPUTER SOLUTIONS LLC	NAS SERVER & COMPUTER	\$4,000.00
JASON FEATHER	QUARTERLY CLOTHING ALLOWANCE	\$200.00
FICK'S ACE HARDWARE	PLIERS & PART	\$87.25
GALE GROUP	LARGE PRINT MEMORIALS	\$77.93
GRAYMONT WI LLC	LIME	\$6,187.26
GREAT LAKES MOTOR COMPANY	OIL CHANGE & REPAIR WIRES	\$306.05
GWORKS	2024 LICENSE & SUPPORT	\$7,115.00
JERRY HARBST	TRAINING - HARBST	\$60.47

HEARTLAND PAINT & GLASS	KEYS	\$7.50
HELLICKSON MATT	QUARTERLY CLOTHING ALLOWANCE	\$200.00
HR GREEN INC	ENG - CONTROL SYSTEM UPGRADES	\$81,000.00
IA DEPT OF NATURAL RESOURCES	2024 WATER USE FEE	\$115.00
IA GREAT LAKES AREA CHAMBER	DUES	\$250.00
IA ONE CALL	LOCATES AUGUST	\$212.90
IMWCA	FY24 PREMIUM 5 OF 8	\$4,014.00
INGRAM LIBRARY SERVICES	CHILDRENS BOOKS	\$476.01
IOWA LAKES REGIONAL WATER	METER LEASE	\$13.50
JANITOR'S CLOSET	RESTROOM SUPPLIES	\$397.67
JENNINGS AUTO PARTS	FILTERS	\$873.12
JOE D JENNINGS	OIL LEAK	\$1,618.00
KAPCO, INC	SHIPPING FEES	\$20.46
JOSH KILPATRICK	QUARTERLY CLOTHING ALLOWANCE	\$200.00
KIRKUS MEDIA LLC	BOOK REVIEW MAGAZINE	\$199.00
KUOO	PROTECT OUR LAKES	\$105.00
KWIK TRIP INC	FUEL - SEPTEMBER	\$12,030.35
LAKES MARKETING AND PRINT	FOLD & STUFF BILLS	\$225.14
LAKES NEWS SHOPPER	CLEAN UP AD	\$111.00
LAST TOUCH	JANITOR - AUG & SEPT	\$2,925.00
MARCO	COPIES	\$74.12
MEDIACOM LLC	PHONE & INTERNET	\$1,498.35
MEDICAL REIMBURSEMENT	MEDICAL REIMBURSEMENT	\$2,449.43
MICHAEL TODD & COMPANY	POSTS	\$4,851.89
MUESKE ELECTRIC INC.	PHOTOEYE	\$124.21
NIELSENS TIRE & APPLIANCE	REPAIR REFRIGERATOR SEAL	\$114.95
O'REILLY AUTOMOTIVE INC	FILTERS	\$275.40
OKOBOJI GRAPHICS	DECALS	\$759.00
PHILLIPS ELECTRIC INC	PAY APP#1	\$53,641.46
RON'S REPAIR INC	GASKET	\$313.79
SECURE BENEFITS SYSTEMS	ADMIN FEE	\$50.50
SIOUX COMMERCIAL SWEEPING	CRACK SEALING	\$12,696.45
SPIRIT LAKE CHAMBER COMMERCE	FY24 SUPPORT OCT-DEC	\$10,000.00
SPIRIT LAKE KIWANIS	22.02 TONS PAPER RECYCLE	\$330.30
SPIRIT LAKE READY MIX	LIBRARY	\$5,224.50
STEIN LAW OFFICE	LEGAL FEES - DD#48	\$2,437.50
THE LIBRARY CORPORATION	BARCODES	\$616.00
TOTAL LAWN CARE	FALL WEED CONTROL	\$4,898.04
TRANSWEST - SIOUX FALLS	TUBE	\$956.38
TRI-STATE LITHO, LTD.	SIGNS	\$399.00
TUMBLEWEED PRESS	CHILDREN'S BOOKS ONLINE	\$750.00
U.S. POSTMASTER	PREPAY POSTAGE PERMIT #18	\$1,700.00
RYAN VOS	QUARTERLY CLOTHING ALLOWANCE	\$200.00
VUGTEVEEN LAWN SERVICE	PARK LAKESHORE	\$840.00
WASTE MANAGEMENT OF WI-MN	LANDFILL FEES 9/1-9/15	\$16,367.33
SAM WEBER	QUARTERLY CLOTHING ALLOWANCE	\$200.00
WERTS WINDOW&AWNG CLEANING INC	WINDOW WASHING	\$25.00
WESSELS OIL CO INC	DUST CONTROL	\$290.00
UTILITY REFUNDS	UTILITY REFUNDS	\$78.84
PAYROLL	PAYROLL	\$72,871.20
TOTAL		\$411,839.63

TREASURER'S REPORT

Motion by Brockmeyer seconded by Kofoot to approve the Treasurer's Report for September, 2023. Motion carried unanimously. Revenue included: General Fund \$390,459.18; American Rescue Plan \$28.80; Canine \$13.23; Local Option Sales Tax \$208,778.27; Park Development Reserve \$65.63; Building Reserve \$14.11; Economic Development \$4,166.02; Road Use \$84,976.56; Trust & Agency \$77,592.79; TIF \$358,228.25; Friends of the Library \$1,206.26; Debt Service \$10,836.77; Non-TIF Capital Projects \$2.19; Point of Pines \$90.04; Water \$282,039.40; Water T&A \$400.00; Water Rev Sinking 2017 \$11,405.00; Sanitary Sewer \$36,157.75; Solid Waste Collection \$95,805.27; Equipment Revolving \$6,991.99; Partial Self-funding \$6,463.54. Expenditures included: General Fund \$204,286.38; ARPA \$17,470.30; Local Option Sales Tax \$60,000.00; Economic Development \$500.00; Road Use \$27,633.03; Trust & Agency \$54,614.04; Friends of the Library \$1,496.38; Water \$318,616.56; Water T&A \$347.96; Sanitary Sewer \$8,492.45; San. Sewer Impr/Liner \$920.00; Solid Waste Collection \$88,687.00; Partial Self-funding \$6,291.88.

TRANSFER AND MANUAL JOURNAL ENTRIES 3rd QUARTER 2023

Motion by Brockmeyer seconded by Kofoot to approve the Manual Journal Entries and Transfers for the third quarter of 2023. Motion carried unanimously. EFTPS for 941 deposits \$136,304.66; Treasurer State of Iowa w/h tax \$21,384.71; IPERS \$94,534.90; Treasurer State of Iowa sales tax \$9,763.24; Treasurer State of Iowa water excise tax \$38,686.65; Treasurer State of Iowa unemployment \$239.32; ING 457 Plan VOYA \$3,810.00; Direct Deposit payroll \$410,912.02; UMB Corp Trust \$600.00 bond fees; Transfer to Partial Self Fund Ins \$9,670.57; Write Off Uncollectible/NSF fees \$28.00. Transfers between funds per budget: from LOST to General Fund \$180,000.00; From Water to Water Rev Sinking Fund for Revenue Bond Requirements \$34,215.00; From Employee Benefit, water, sewer, sanitation to PSF Ins \$18,629.88.

LIQUOR LICENSES

Motion by Brockmeyer seconded by Kofoot to approve a Class C Retail Alcohol License with Catering for McKeen's 22nd Street Pub & Grill & a Class E Retail Alcohol License for Jiffy #926. Motion carried unanimously.

2023 CITY OF SPIRIT LAKE WTP AUTOMATION AND CONTROL UPGRADES PHASE 1 PROJECT PUBLIC HEARING

The Mayor announced that this is the time and place to consider the 2023 City of Spirit Lake WTP Automation and Control Upgrades Phase 1 project and opened the public hearing. No written comments or objections were received. After receiving no comments from the public, the Mayor closed the public hearing.

RESOLUTION NO. 2023-37

RESOLUTION ACCEPTING BID AND MAKING AWARD OF 2023 CITY OF SPIRIT LAKE WTP AUTOMATION AND CONTROL UPGRADES PHASE 1 PROJECT

Bice introduced and caused to be read Resolution No. 2023-37 and moved for its adoption, which was seconded by Chappas. Aye: Harbst, Bice, Brockmeyer, Chappas, Kofoot. Resolution duly adopted.

ADJOURNMENT

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

Bruce Keenan, Mayor

ATTEST:

Gregg L. Owens, City Administrator