

**City of Spirit Lake**

**Regular City Council Meeting 5:45 p.m.**

**Tuesday, April 9, 2024**

**City Council Chambers**

**Present: Mayor Bice. Councilmembers: Johnson, Kofoot, Brockmeyer, Chappas, Mensing.**

Meeting called to order by Mayor Bice.

**MINUTES**

Motion by Brockmeyer seconded by Kofoot to approve the minutes of the March 26<sup>th</sup> regular meeting and April 1<sup>st</sup> special meeting. Motion carried unanimously.

**BILLS**

Motion by Brockmeyer seconded by Kofoot to approve the bill list for the month of April, 2024. Motion carried unanimously.

ACCESS SYSTEMS	COPIER CONTRACT 12/29-3/28	\$664.08
ADVANTAGE ADMINISTRATORS	ADMIN FEE	\$46.00
AHLERS & COONEY, PC	LEGAL FEES - URBAN RENEWAL	\$340.00
ALLIANT ENERGY/IPL	UTILITIES	\$18,252.27
ALPHA WIRELESS COMMUNICATIONS	RADIO INSTALLATION	\$348.01
ARNDT MCINTYRE	CLOTHING ALLOWANCE	\$27.95
AT & T MOBILITY	PHONES	\$460.64
RICK AYRES	REIMBURSE POSTAGE	\$41.40
BAKER & TAYLOR, INC.	BOOKS	\$1,158.38
BECK ENGINEERING, INC	ENGINEERING	\$15,508.25
BLACK HILLS ENERGY	UTILITIES	\$4,785.33
BOJI PORTABLE TOILETS	CLEAN POT	\$190.00
BOLAND RECREATION	RUBBER MULCH	\$3,375.00
SHANE BREVIK	QUARTERLY CLOTHING ALLOWANCE	\$200.00
CARROLL DISTR&CONSTR.SUPPLY	PAINT	\$300.00
CENTER POINT LARGE PRINT	LARGE PRINT	\$530.47
CENTRAL BANK	CREDIT CARD CHARGES	\$330.66
CENTRAL STATES LAB	BARREN	\$3,088.03
CINTAS CORP (CHICAGO)	RESTROOM SUPPLIES	\$33.92
CITIBUSINESS CARD	CREDIT CARD CHARGES	\$1,371.75
CITY CLERK	UTILITIES	\$199.44
CITY LAUNDERING CO	MATS	\$148.95
CITY OF ORLEANS	METER SURCHARGE JAN-MARCH	\$4,869.36
COHRS CONSTRUCTION, INC.	GRAVEL	\$2,109.90
D&K REPAIR	TIRE REPAIR	\$130.00
D&K TOOLS	WRENCH	\$1,094.86
DICKINSON CO AIRPORT AUTHORITY	FY24 SUPPORT APRIL	\$500.00
DICKINSON CO CLEANING	JANITOR - MARCH	\$1,235.00
DICKINSON CO NEWS	MINUTES	\$507.18
DAREN DIERS	QUARTERLY CLOTHING ALLOWANCE	\$200.00
DIESEL MACHINERY INC	WATER PUMP & BELTS	\$317.79
EFTPS	FED/FICA TAX	\$21,605.59
ELLIOTT EQUIPMENT CO	PARTS	\$2,356.45
EMPLOYEE BENEFIT SYSTEM INC	ADMIN FEE MAY	\$257.72
JASON FEATHER	QUARTERLY CLOTHING ALLOWANCE	\$200.00
FICK'S ACE HARDWARE	GLOVES	\$99.25

FRANK DUNN	1 PALLET PATCH	\$949.00
FREIGHTLINER TRUCK CENTER	REPAIR COOLANT LEAKS	\$6,257.95
FRONTIER BAG, INC.	GREEN BAGS	\$7,071.48
GALE GROUP	LARGE PRINT	\$319.98
H.E.A.T. TACTICAL TEAM	AMMO	\$295.00
HAWKINS, INC	CHEMICALS	\$40.00
HELLICKSON MATT	QUARTERLY CLOTHING ALLOWANCE	\$200.00
IA ONE CALL	LOCATES FEBRUARY	\$55.30
IMFOA	DUES - OWENS	\$50.00
INGRAM LIBRARY SERVICES	CHILDREN'S BOOKS	\$197.14
IOWA ASSOC OF MUNICIPAL	FY24 MEMBER DUES	\$1,080.00
IOWA LAKES REGIONAL WATER	UTILITIES	\$79.24
JANITOR'S CLOSET	RESTROOM SUPPLIES	\$432.50
JENNINGS AUTO PARTS	FILTERS	\$419.92
JOE D JENNINGS	TIRE REPAIR	\$30.00
KAPCO, INC	SHIPPING FEES	\$62.04
JOSH KILPATRICK	QUARTERLY CLOTHING ALLOWANCE	\$200.00
KWIK TRIP INC	FUEL - MARCH	\$9,869.12
LAKES AUTOSPORT LLC	FIX LIGHTS	\$186.16
LAKES MARKETING AND PRINT	FOLD & STUFF BILLS	\$242.55
LAKES NEWS SHOPPER	HELP WANTED - WATER MAINT	\$74.00
MARTIN'S FLAG CO	FLAGS	\$532.94
MEDIACOM LLC	PHONE & INTERNET	\$1,419.30
MEDICAL REIMBURSEMENT	MEDICAL REIMBURSEMENT	\$1,580.39
MID-AMERICAN RESEARCH CHEMICAL	BREAKAWAY	\$240.18
NORTH CENTRAL INTERNATIONAL	PART	\$69.95
O'REILLY AUTOMOTIVE INC	MEGACRIMP	\$13.46
OKOBOJI MOTOR COMPANY	REPLACE WATER PUMP	\$1,397.96
OXIDATION TECHNOLOGIES	INSTALL REPLACEMENT INJECTOR	\$3,405.81
PEDERSON ELECTRIC	UPDATED ELECTRICAL OUTLETS	\$762.00
PLIC - SBD GRAND ISLAND	LIFE INS - APRIL	\$1,129.85
PLUNKETT'S PEST CONTROL	PEST CONTROL	\$93.47
PREMIER COMMUNICATIONS	INTERNET & PHONE	\$506.01
PRODUCTIVITY PLUS ACCOUNT	KIT	\$359.59
SCHAEFFER'S MFG CO	DRUM OIL	\$1,539.45
SAM SMITH	CHESS	\$80.00
SPIRIT LAKE CHAMBER COMMERCE	FY24 SUPPORT APRIL-JUNE	\$10,000.00
SPIRIT LAKE KIWANIS	24.17 TONS PAPER RECYCLE	\$362.55
SPIRIT LAKE KIWANIS DUES	DUES	\$420.00
SPIRIT LAKE READY MIX	HILL AVE	\$1,419.50
SPIRIT LAKE STORY WALK	STORYWALK DONATION	\$2,000.00
STATE STEEL SUPPLY CO	TUBING	\$810.00
BRETT TIGGES	CDL	\$65.50
U.S. POSTAL SERVICE	REFILL POSTAGE METER	\$1,500.00
U.S. POSTMASTER	PREPAY POSTAGE PERMIT #18	\$2,000.00
UTILITY EQUIPMENT CO	PAINT	\$197.72
RYAN VOS	QUARTERLY CLOTHING ALLOWANCE	\$200.00
CAPITAL ONE	CREDIT CARD CHARGES	\$445.42
WASTE MANAGEMENT OF WI-MN	LANDFILL FEES 3/1-3/15	\$20,420.04
SAM WEBER	QUARTERLY CLOTHING ALLOWANCE	\$200.00
WERTS WINDOW&AWNG CLEANING INC	WINDOW WASHING	\$25.00
UTILITY REFUNDS	UTILITY REFUNDS	\$221.38
PAYROLL	PAYROLL	\$70,370.42
TOTAL		\$238,782.90

### **TREASURER'S REPORT**

Motion by Brockmeyer seconded by Kofoot to approve the Treasurer's Report for March, 2024. Motion carried unanimously. Revenue included: General Fund \$187,266.66; Canine \$13.97; Local Option Sales Tax \$99,062.38; Park Development Reserve \$69.31; Building Reserve \$14.90; Economic Development \$2,681.55; Road Use \$44,347.91; Trust & Agency \$23,497.51; TIF \$114,717.29; Friends of the Library \$482.44; Debt Service \$3,376.18; Non-TIF Capital Projects \$2.31; Point of Pines \$95.08; Water \$209,665.91; Water T&A \$700.00; Water Rev Sinking 2017 \$11,405.00; Sanitary Sewer \$36,448.04; Solid Waste Collection \$91,129.17; Equipment Revolving \$11,427.99; Partial Self-funding \$6,434.88. Expenditures included: General Fund \$522,507.57; Local Option Sales Tax \$60,000.00; Economic Development \$500.00; Road Use \$15,514.34; Trust & Agency \$52,069.74; Friends of the Library \$1,745.32; Water \$165,152.21; Water T&A \$558.39; Water Plant Upgrade \$82,010.00; Sanitary Sewer \$8,332.82; San. Sewer Impr/Liner \$6,741.75; Solid Waste Collection \$58,468.02; Partial Self-funding \$15,833.65.

### **TRANSFER AND MANUAL JOURNAL ENTRIES 1<sup>ST</sup> QUARTER 2024**

Motion by Brockmeyer seconded by Kofoot to approve the Manual Journal Entries and Transfers for the first quarter of 2024. Motion carried unanimously. EFTPS for 941 deposits \$133,236.09; Treasurer State of Iowa w/h tax \$20,625.06; IPERS \$93,066.63; Treasurer State of Iowa sales tax \$8,464.25; Treasurer State of Iowa water excise tax \$27,308.99; Treasurer State of Iowa unemployment \$593.91; ING 457 Plan \$3,810.00; Direct Deposit payroll \$407,923.04; Transfer to Partial Self fund Ins \$44,314.88; 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 \$34,215.00; From Employee Benefit, Water, Sewer, Sanitation to PSF Ins \$18,630.06.

### **LIQUOR LICENSE**

Motion by Brockmeyer seconded by Kofoot to approve a Special Class C Retail Alcohol License for Hibachi 88. Motion carried unanimously.

### **CONSIDERATION OF PRELIMINARY PLAT OF NORTHWEST IOWA CORRIDOR HABITAT FOR HUMANITY SUBDIVISION**

Motion by Mensing seconded by Johnson to approve the preliminary plat of Northwest Iowa Corridor Habitat for Humanity Subdivision. Motion carried unanimously.

### **RESOLUTION NO. 2024-06**

#### **RESOLUTION SETTING PUBLIC HEARING AND APPROVING PUBLICATION OF NOTICE OF PUBLIC HEARING ON FY2025 CITY BUDGET**

Chappas introduced and caused to be read Resolution No. 2024-06 and moved for its adoption, which was seconded by Kofoot. Aye: Johnson, Kofoot, Brockmeyer, Chappas, Mensing. Resolution duly adopted.

### **RESOLUTION NO. 2024-07**

#### **RESOLUTION SETTING PUBLIC HEARING AND BID LETTING FOR 2024 CITY OF SPIRIT LAKE SEAL COAT PROJECT**

Brockmeyer introduced and caused to be read Resolution No. 2024-07 and moved for its adoption, which was seconded by Kofoot. Aye: Johnson, Kofoot, Brockmeyer, Chappas, Mensing. Resolution duly adopted.

**RESOLUTION NO. 2024-08  
RESOLUTION APPROVING APPLICATION, FEES AND LICENSE AGREEMENT REGARDING  
SIDEWALK CAFE**

Johnson introduced and caused to be read Resolution No. 2024-08 and moved for its adoption, which was seconded by Chappas. Aye: Johnson, Kofoot, Brockmeyer, Chappas, Mensing. Resolution duly adopted.

**DISCUSSION AND POSSIBLE ACTION ON ECONOMIC DEVELOPMENT GRANT FOR 802 LAKE STREET  
IMPROVEMENTS**

No action taken.

**ADJOURNMENT**

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

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Kevin Bice, Mayor

ATTEST:

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Gregg L. Owens, City Administrator