

City of Spirit Lake

Regular City Council Meeting 5:30 p.m.

Tuesday, July 9, 2024

City Council Chambers

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

Meeting called to order by Mayor Bice.

MINUTES

Motion by Kofoot seconded by Mensing to approve the minutes of the June 25th regular meeting.

Motion carried unanimously.

BILLS

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

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| ACCESS SYSTEMS | COPIER CONTRACT 3/29-6/28 | \$589.66 |
| ADVANTAGE ADMINISTRATORS | ADMIN FEE | \$46.00 |
| ALLIANT ENERGY/IPL | UTILITIES | \$23,117.22 |
| ARNOLDS PARK LIBRARY | PROGRAMS | \$437.29 |
| AT & T MOBILITY | PHONES | \$481.61 |
| BAKER & TAYLOR, INC. | BOOKS | \$817.92 |
| BECK ENGINEERING, INC | ENGINEERING | \$28,738.75 |
| BEDELL FAMILY YMCA | FY25 SUPPORT | \$20,000.00 |
| BLACK HILLS ENERGY | UTILITIES | \$753.11 |
| SHANE BREVIK | QUARTERLY CLOTHING ALLOWANCE | \$200.00 |
| BUSINESS TODAY | CAMERA REPAIR | \$130.00 |
| CENTER POINT LARGE PRINT | LARGE PRINT | \$216.43 |
| CENTRAL BANK | CREDIT CARD CHARGES | \$3,487.25 |
| CINTAS CORP (CHICAGO) | RESTROOM SUPPLIES | \$63.92 |
| CITIBUSINESS CARD | CREDIT CARD CHARGES | \$2,005.92 |
| CITY CLERK | UTILITIES | \$1,079.38 |
| CITY LAUNDERING CO | MATS | \$198.90 |
| COHRS CONSTRUCTION, INC. | GRAVEL | \$1,581.30 |
| CONTINENTAL RESEARCH CORP. | RUST CONVERTER & SCORCH GUARD | \$1,411.74 |
| CONTRACTOR SOLUTIONS | PUMPS | \$8,388.63 |
| CTRL MARKETING | CLOTHING ALLOWANCE | \$198.80 |
| D&K REPAIR | TIRES | \$954.88 |
| DICKINSON CO AIRPORT AUTHORITY | FY25 SUPPORT JULY | \$500.00 |
| DICKINSON CO AUDITOR | FERGUSON MFG TIF | \$5,795.32 |
| DICKINSON CO CLEANING | JANITOR - JUNE | \$1,245.00 |
| DICKINSON CO COMMUNITY GARDENS | 2024 GROW SEASON SUPPORT | \$1,400.00 |
| DICKINSON CO RECYCLING COMM | FY25 ASSESSMENT | \$25,254.00 |
| DICKINSON CO NEWS | MINUTES | \$281.06 |
| DAREN DIERS | QUARTERLY CLOTHING ALLOWANCE | \$200.00 |
| DOCUMENT DEPOT INC | SHREDDING | \$49.00 |
| EFTPS | FED/FICA TAX | \$25,370.27 |
| EMPLOYEE BENEFIT SYSTEM INC | ADMIN FEE AUGUST | \$272.88 |
| JASON FEATHER | QUARTERLY CLOTHING ALLOWANCE | \$200.00 |
| KELLEY FERGUSON | REFUND 30 YARD PREPAY | \$110.00 |
| FULL SOURCE | SAFETY ALLOWANCE | \$302.11 |
| GALE GROUP | LARGE PRINT | \$28.39 |

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| GENERAL TRAFFIC CONTROLS,INC. | TRAFFIC SIGNAL HWY71 & 34TH | \$2,050.00 |
| GOODIES | REFUND 1 ROLL BAGS | \$25.00 |
| GRAYMONT WI LLC | LIME | \$6,473.20 |
| H.E.A.T. TACTICAL TEAM | DUES 24-25 | \$2,826.06 |
| HAWKINS, INC | CHEMICALS | \$13,359.96 |
| HELLICKSON MATT | QUARTERLY CLOTHING ALLOWANCE | \$200.00 |
| HISTORIC ARNOLDS PARK INC | FY25 RESTRICTED OBWF SUPPORT | \$5,000.00 |
| IA DEPT OF NATURAL RESOURCES | FY25 ANNUAL WATER SUPPLY | \$676.62 |
| IA LEAGUE OF CITIES | DUES FY25 | \$3,222.00 |
| IMWCA | FY25 25% 1 OF 8 | \$8,941.00 |
| IOWA LAKES CORRIDOR DEV. CORP | FY25 SUPPORT | \$30,000.00 |
| IOWA LAKES REGIONAL WATER | UTILITIES | \$113.74 |
| JANITOR'S CLOSET | RESTROOM SUPPLIES | \$290.74 |
| JENNINGS AUTO PARTS | GAS | \$1,202.98 |
| JOE D JENNINGS | REPLACE REAR BLOWER MOTOR | \$544.99 |
| KAPCO, INC | SHIPPING FEES | \$20.68 |
| JOSH KILPATRICK | QUARTERLY CLOTHING ALLOWANCE | \$200.00 |
| KUOO | ONE CALL ADS | \$420.00 |
| KWIK TRIP INC | FUEL - JUNE | \$14,381.37 |
| LAKES AREA DOG PARK | FY25 FUNDING | \$1,500.00 |
| LAKES AREA HOCKEY ASSOCIATION | FY25 SUPPORT | \$5,000.00 |
| LAKES AREA SENIOR CITIZENS | FY25 SUPPORT | \$10,000.00 |
| LAKES MARKETING AND PRINT | ENVELOPES | \$1,744.41 |
| LAKES REGIONAL HEALTHCARE | VACCINE | \$50.00 |
| LEXIPOL LLC | POLICY MANUAL & TRAINING | \$6,788.54 |
| MARCO | COPIES | \$85.23 |
| MATHESON TRI-GAS, INC | HYP POWERMAX | \$4,000.00 |
| MEDICAL REIMBURSEMENT | MEDICAL REIMBURSEMENT | \$1,155.91 |
| KRIS MULDER | REIMB PESTICIDE TESTS | \$40.00 |
| LARRY MULLINIX | REFUND WATER DEPOSIT | \$100.00 |
| NORTHWEST IOWA REVIEW | NEWSPAPER | \$55.00 |
| NW IA PLANNING & DEVELOP COMM | FY25 DUES | \$3,535.35 |
| PEARSON LAKES ART CENTER | FY25 SUPPORT | \$2,500.00 |
| BLAKE PETER | QUARTERLY CLOTHING ALLOWANCE | \$53.95 |
| PETTY CASH | POSTAGE | \$104.61 |
| PLUNKETT'S PEST CONTROL | PEST CONTROL | \$89.25 |
| PREMIER COMMUNICATIONS | PHONE & INTERNET | \$248.93 |
| PRODUCTIVITY PLUS ACCOUNT | BLADE SET | \$71.45 |
| QTLS | TREE REMOVAL 806 HILL | \$925.00 |
| RON'S REPAIR INC | FILTER & PART | \$111.18 |
| SANITATION PRODUCTS | 3 YD DUMPSTERS | \$15,600.00 |
| SCHOLASTIC INC | BOOKFLIX | \$826.00 |
| SHARE CORP. | SUPPLIES | \$1,666.23 |
| SIOUXLAND JUNK REMOVAL | NUISANCE - ABATEMENT | \$1,458.00 |
| SPENCER REPORTER | NEWSPAPER | \$99.00 |
| SPIRIT LAKE CHAMBER COMMERCE | FY25 SUPPORT JULY-SEPT | \$10,000.00 |
| SPIRIT LAKE COMM FIRE DEPT | 1ST HALF FY25 SUPPORT | \$45,276.18 |
| SPIRIT LAKE PROTECTIVE | FY25 SUPPORT | \$2,500.00 |
| SPIRIT LAKE YOUTH ATHLETIC BD | FY25 SUPPORT | \$15,000.00 |
| THOMPSON SOLUTION GROUP | REPLACE STARTER | \$1,538.18 |
| TITAN MACHINERY | 2024 BOBCAT | \$54,750.00 |
| TRI-STATE LITHO, LTD. | DOOR HANGERS | \$152.00 |
| U.S. POSTMASTER | PREPAY POSTAGE PERMIT #18 | \$2,000.00 |
| UPPER DES MOINES OPPORTUNITY | FY25 SUPPORT | \$3,000.00 |

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| UTILITY EQUIPMENT CO | PARTS | \$2,296.86 |
| VOLUNTARY ACTION CENTER OF THE | FY25 SUPPORT - MEALS ON WHEELS | \$5,500.00 |
| RYAN VOS | QUARTERLY CLOTHING ALLOWANCE | \$200.00 |
| CAPITAL ONE | SUPPLIES | \$127.68 |
| WASTE MANAGEMENT OF WI-MN | LANDFILL CHARGES 6/1-6/15 | \$21,000.74 |
| WEAVER'S LEATHER STORE | SAFETY ALLOWANCE | \$262.90 |
| SAM WEBER | QUARTERLY CLOTHING ALLOWANCE | \$200.00 |
| UTILITY REFUNDS | UTILITY REFUNDS | \$156.78 |
| PAYROLL | PAYROLL | \$79,951.93 |
| TOTAL | | \$547,576.37 |

TREASURER'S REPORT

Motion by Kofoot seconded by Mensing to approve the Treasurer's Report for June, 2024. Motion carried unanimously. Revenue included: General Fund \$431,378.52; Canine \$14.05; Local Option Sales Tax \$126,203.01; Park Development Reserve \$69.70; Building Reserve \$14.99; Road Use \$86,720.51; Trust & Agency \$6,992.69; TIF \$33,794.21; Friends of the Library \$798.98; Debt Service \$898.58; Non-TIF Capital Projects \$2.33; Point of Pines \$95.61; Water \$203,335.00; Water T&A \$400.00; Water Plant Upgrade \$890,104.68; Water Rev Sinking 2017 \$11,405.00; Sanitary Sewer \$31,939.06; Solid Waste Collection \$99,836.57; Equipment Revolving \$222.87; Partial Self-funding \$6,436.83. Expenditures included: General Fund \$1,258,217.12; Local Option Sales Tax \$367,232.98; Economic Development \$500.00; Road Use \$5,893.48; Trust & Agency \$52,714.49; TIF \$169,134.73; Friends of the Library \$1,605.23; Debt Service \$250.00; Water \$102,060.36; Water T&A \$612.73; Water Plant Upgrade \$22,000.00; Water Rev Sinking 2017 \$120,430.00; Sanitary Sewer \$25,504.38; San. Sewer Impr/Liner \$1,776.04; Solid Waste Collection \$89,929.54; Partial Self-funding \$3,085.69.

TRANSFER AND MANUAL JOURNEY ENTRIES 2nd QUARTER 2024

Motion by Kofoot seconded by Mensing to approve the Manual Journal Entries and Transfers for the second quarter of 2024. Motion carried unanimously. EFTPS for 941 deposits \$152,118.60; Treasurer State of Iowa w/h tax \$23,438.19; IPERS \$109,057.18; Treasurer State of Iowa sales tax \$9,241.97; Treasurer State of Iowa water excise tax \$27,745.13; Treasurer State of Iowa unemployment \$575.17; VOYA 457 Plan \$4,445.00; Direct Deposit payroll \$467,886.15; IA Finance Authority (SRF) \$120,430.00 principal and interest; UMB Corp Trust \$2,604,875.00 bond principal and interest; Transfer to Partial Self Fund Ins \$17,508.96; Write Off Uncollectible/NSF fees \$28.00. Transfers between funds per budget: from LOST to General Fund \$487,232.98; 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; From LOST, TIF, Water & Sewer to Debt Service for Bond payments \$2,514,426.00; From Sewer to Sewer Lining \$160,000.00; From Electric Franchise to Water Plant Upgrade \$889,000.00.

CIGARETTE PERMITS

Motion by Kofoot seconded by Mensing to approve the cigarette/tobacco permit renewals for Forbes Liquor Locker and Smoke & Mirrors Smoke Shop. Motion carried unanimously.

RESOLUTION NO. 2024-26

RESOLUTION APPROVING FINAL PLAT OF POINTE OF PINES 3RD ADDITION SUBDIVISION

John Hight with Beck Engineering gave a brief presentation.

Brockmeyer introduced and caused to be read Resolution No. 2024-26 and moved for its adoption, which was seconded by Mensing. Aye: Kofoot, Brockmeyer, Chappas, Mensing. Resolution duly adopted.

DISCUSSION AND POSSIBLE ACTION RE DEVELOPER AGREEMENT FOR POINTE OF PINES 3RD ADDITION

Motion by Mensing seconded by Kofoot to approve the Developer Agreement for Pointe of Pines 3rd Addition with Hellinga Development Company LLC. Motion carried unanimously.

RESOLUTION NO. 2024-27

RESOLUTION APPROVING PLAN AND SPECIFICATIONS, SETTING PUBLIC HEARING AND BID LETTING FOR 2024 CITY OF SPIRIT LAKE WATER MAIN CONNECTION PROJECT

Chappas introduced and caused to be read Resolution No. 2024-27 and moved for its adoption, which was seconded by Brockmeyer. Aye: Kofoot, Brockmeyer, Chappas, Mensing. Resolution duly adopted.

DISCUSSION AND POSSIBLE ACTION RE STREET CLOSURE FOR SPORTSMAN’S TIKI RIDE

Motion by Brockmeyer seconded by Kofoot to approve the request to close Hill Avenue from 16th Street to 17th Street on August 3rd from 6:00 a.m. to 1:00 p.m. Motion carried unanimously.

ADJOURNMENT

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

Kevin Bice, Mayor

ATTEST:

Gregg L. Owens, City Administrator