

**City of Spirit Lake  
Regular City Council Meeting 5:30 p.m.  
Tuesday, January 14, 2020**

**City Council Chambers**

**Present: Mayor Keenan. Councilmembers Brockmeyer, Bice, Harbst, James, Farmer.**

Meeting called to order by Mayor Keenan.

The pledge of allegiance to the flag was recited by those present.

**MINUTES**

Motion by Farmer seconded by Bice to approve the minutes of the December 19<sup>th</sup> special council meeting. Motion carried unanimously.

**BILLS**

Motion by Farmer seconded by Bice to approve the bill list for the month of January, 2020. Motion carried unanimously.

A&B BUSINESS SOLUTIONS	COPIER CONTRACT	\$229.58
ACCESS SYSTEMS	COPIER CONTRACT 12/29-3/28	\$408.64
ALLIANT ENERGY/IPL	UTILITIES	\$20,145.95
AMERICAN FAMILY LIFE ASSURANCE	AFLAC ACCIDENT	\$2,705.02
AMERICAN UNDERGROUND SUPP	PLOW TRUCK BLADE	\$4,286.78
ARNDT MCINTYRE	REIMB CELL PHONE FOR JAN	\$10.00
ARNOLD MOTOR SUPPLY	CLIMATE CONTROL MOD	\$162.44
BAKER & TAYLOR, INC.	BOOKS	\$449.50
BANKCARD SERVICES	SHOP WITH A COP	\$1,727.76
BARCO MUNICIPAL PRODUCTS, INC	SAFETY ALLOWANCE	\$124.76
BLACK HILLS ENERGY	UTILITIES	\$4,206.79
BOMGAARS SUPPLY INC	RECEPTACLES	\$844.42
SHANE BREVIK	QUARTERLY CLOTHING ALLOWANCE	\$200.00
CAMPUS CLEANERS & LAUNDERERS	MATS	\$215.66
CENTER POINT LARGE PRINT	LARGE PRINT BOOKS	\$253.16
CENTURY LINK	TELEMETRY	\$148.00
CINTAS CORP (CHICAGO)	RESTROOM SUPPLIES	\$92.40
CINTAS CORPORATION	1ST AID SUPPLIES	\$85.70
CITIBUSINESS CARD	BOOKS/DVDS	\$913.07
CITY CLERK	UTILITIES	\$260.57
CITY OF ANKENY	LOST INTERLIBRARY LOAN BOOK	\$16.95
CITY OF ORLEANS	METER SURCHARGE OCT-DEC	\$4,822.74
HUNTER CLAYTON	QUARTERLY CLOTHING ALLOWANCE	\$212.88
TYLER COLEE	REIMB CELL PHONE FOR JAN	\$10.00
COPPER COTTAGE	FURNACE REPAIR	\$178.50
CTRL MARKETING	CLOTHING ALLOWANCE	\$966.00
CUSTOM CUT GUTTERS	GUTTERS & DOWNSPOUTS	\$1,232.00
D&K REPAIR	TIRE	\$110.29
CINDY DAVIS	MEALS	\$65.14
DEMCO	BOOK COVERS	\$239.22
DICKINSON CO ATTORNEY	FORFEITURE FUNDS	\$197.28
DICKINSON CO NEWS	BOARD OF ADJUSTMENT	\$405.70
DAREN DIERS	QUARTERLY CLOTHING ALLOWANCE	\$200.00
DISCOVERY HOUSE	FY 20 SUPPORT JAN	\$583.33
EFTPS	FED/FICA TAX	\$60,774.37
ELLIOTT EQUIPMENT CO	ARM SPRING & MISC PARTS	\$473.98

EMC NATIONAL LIFE	POLICE LIFE INS - JANUARY	\$229.50
EMPLOYEE BENEFIT SYSTEM INC	ADMIN FEES JANUARY	\$520.10
FEAR COMPUTER SOLUTIONS LLC	NEW COMPUTER & PRINTER	\$1,640.00
FERGUSON WATERWORKS #2516	METERS	\$35,373.96
FICK'S ACE HARDWARE	BULBS	\$71.16
NICK FIEBIG	REIMB CELL PHONE FOR JAN	\$10.00
FLAT ROCK PUBLISHING	AUTHOR VISIT	\$400.00
FOX INT'l-use North Central	FUEL GAUGE	\$425.79
GENERAL TRAFFIC CONTROLS,INC.	TRAFFIC SIGNAL 71 & 34TH	\$1,604.75
GJERDE COLLISION CENTER	WINDSHIELD REPLACEMENT	\$487.00
GRAYMONT WI LLC	LIME	\$4,996.92
HACH COMPANY	CHEMICALS	\$1,365.64
JEFF HANSON	QUARTERLY CLOTHING ALLOWANCE	\$200.00
HAWKINS, INC	CHEMICALS	\$8,331.50
IA COMMUNITIES ASSURANCE POOL	INSURANCE 2020	\$119,482.53
IA LAKES ELECTRIC CO-OP	UTILITIES	\$2,422.44
IA ONE CALL	LOCATES NOVEMBER	\$55.00
IA WORKFORCE DEVELOPMENT	4TH QRT 2019 UNEMPLOYMENT	\$49.92
IGL DRUG TASK FORCE	FORFEITURE FUNDS	\$886.96
CLYDE IHRKE	HBA MEETING	\$9.50
IMWCA	FY PREMIUM 8 OF 8	\$2,898.00
INGRAM LIBRARY SERVICES	CHILDREN'S BOOKS	\$206.27
IOWA LAKES REGIONAL WATER	UTILITIES	\$59.49
IOWA POETRY ASSOCIATION	BOOK	\$9.00
IPERS	IPERS - REGULAR	\$28,873.63
JENNINGS AUTO PARTS	BATTERY	\$958.87
JOE D JENNINGS	TOW	\$420.97
KAPCO, INC	SHIPPING FEES	\$50.68
JOSH KILPATRICK	QUARTERLY CLOTHING ALLOWANCE	\$200.00
L & C TIRE SERVICE	MOTOR	\$7,091.66
LAKES AREA SENIOR CITIZENS	FY 20 SUPPORT JAN	\$416.67
LAKES MARKETING AND PRINT	BILLING ENVELOPES	\$3,840.56
LAKES NEWS SHOPPER	HELP WANTED WATER	\$59.40
LAWSON PRODUCTS INC.	BOLTS	\$135.91
MARCO	COPIES	\$53.37
MATHESON TRI-GAS, INC	WELDING MIX	\$331.64
MEDIACOM LLC	INTERNET	\$769.41
MEDICAL REIMBURSEMENT	MEDICAL REIMBURSEMENT	\$2,381.55
MICHAEL TODD & COMPANY	BROOM WIRE	\$493.50
MID STATES ORGANIZED CRIME	2020 MEMBERSHIP	\$100.00
MID-AMERICAN RESEARCH CHEMICAL	CLEANER	\$123.09
MIDWEST GARAGE DOORS, INC	REPAIR DOOR	\$624.82
JESSE MILLER	QUARTERLY CLOTHING ALLOWANCE	\$200.00
MUESKE ELECTRIC INC.	PHOTOEYES & BULBS	\$427.67
NATIONWIDE	PERFORMANCE BOND	\$1,248.00
O'REILLY AUTOMOTIVE INC	HOSE & MEGACRIMP	\$611.42
OKOBOJI GRAPHICS	SIGNS	\$924.80
OKOBOJI MOTOR COMPANY	OIL CHANGE & TIRE ROTATION	\$143.56
OKOBOJI TOURISM	FY 20 1ST HALF SUPPORT	\$10,000.00
TOM ORTHEL	FUEL	\$56.21
OZONE SOLUTIONS INC	OZONE SENSOR REPAIR	\$741.50
PEDERSON ELECTRIC	SOFFIT LIGHTING	\$686.00
PETTY CASH	POSTAGE	\$23.79
PITNEY BOWES GLOBAL FINANCIAL	INK	\$113.04

PLIC - SBD GRAND ISLAND	LIFE INS - JANUARY	\$1,009.90
PLUMB SUPPLY CO.	VALVE	\$83.49
DIANA PRITTS	MISC SUMMER READING	\$42.92
PRODUCTIVITY PLUS ACCOUNT	ALTERNATOR	\$623.22
PROSECUTING ATTORNEY TRAINING	FORFEITURE FUNDS	\$219.20
REEKERS CLEANING SERVICE, LLC	CARPET & FURNITURE CLEANING	\$1,400.00
RELIANT GASES LTD	BULK CO2	\$2,555.80
RON'S REPAIR INC	SWITCH & FILTER	\$319.89
NATHAN ROTH	QUARTERLY CLOTHING ALLOWANCE	\$200.00
SAM WEDEKING EXCAVATING INC	HAUL SNOW	\$2,530.00
SECURE BENEFITS SYSTEMS	CHILD CARE	\$1,531.62
SHAMROCK RECYCLING, INC	56.67 TONS RECYCLE DECEMBER	\$10,612.08
SPENCER AUTO PARTS	WELD YOKE	\$133.75
SPIRIT LAKE COMM FIRE DEPT	2ND HALF FY 20 SUPPORT	\$40,726.90
STATE BANK	SAFE DEPOSIT BOX 39 RENT	\$40.00
STATE HYGIENIC LAB	TESTING	\$447.00
STATE OF IOWA - PR TAXES	STATE TAXES	\$7,630.00
STEAMWAY CLEANING	CLEAN LOBBY CARPETS	\$125.00
STOREY-KENWORTHY CO.	DOG TAGS	\$67.60
TERRY STRUBBE	REIMB CELL PHONE FOR JAN	\$10.00
JAKE TACKETT	REIMB CELL PHONE FOR JAN	\$10.00
THE WATER CONNECTION	WATER	\$13.50
TREASURER STATE OF IOWA	WATER EXCISE TAX 12/16-12/31	\$8,000.00
U.S. POSTMASTER	PREPAY POSTAGE PERMIT #18	\$1,300.00
UMB CORP TRUST	BOND FEES	\$2,250.00
MATT VAHLSING	JANITOR DECEMBER	\$1,031.00
VALLEY CONTRACTING, INC.	WATER MAIN REPAIR	\$4,752.61
VANDER HAAG'S, INC.	TRANSMISSION	\$3,162.30
VERIZON WIRELESS	CELL PHONES	\$1,643.78
VERIZON WIRELESS - VSAT	PHONE RECORDS	\$100.00
VESSCO, INC	GRAVIMETRIC FEED TEST WEIGHT	\$238.48
RYAN VOS	QUARTERLY CLOTHING ALLOWANCE	\$200.00
VOYA INSTITUTIONAL TRUST CO	VOYA DEF COMP	\$200.00
IVY FUNDS	ANNUITY	\$9,088.00
WAGE ASSIGNMENT - IA	WAGE ASSIGN IA	\$1,509.21
WALMART COMMUNITY/GEMB	LAPTOP	\$383.89
WASTE MANAGEMENT OF WI-MN	LANDFILL FEES 12/16-12/31	\$25,259.04
WELLMARK	BCBS HEALTH	\$67,244.90
WEX BANK	FUEL DECEMBER	\$9,276.66
WINDSTREAM	PHONES	\$657.43
WATER DEPOSIT REFUND	WATER DEPOSIT REFUND	\$272.80
PAYROLL CHECKS	PAYROLL CHECKS	\$185,353.68
TOTAL		\$744,051.38

### TREASURER'S REPORT

Motion by Farmer seconded by Bice to approve the Treasurer's Report for December, 2019. Motion carried unanimously. Revenue for December 2019 totaled \$909,108.33. Expenditures included: General Fund \$163,194.56; Local Option Sales Tax \$50,535.50; Economic Development \$500.00; Road Use \$32,584.93; Trust & Agency \$43,796.86; TIF \$1,164.00 Friends of the Library \$2,601.82; Debt Service \$2,000.00; Water \$107,967.08; Water T&A \$975.48; Water Rev Sinking Fund 2017 \$19,990.37; Water Rev Sinking Fund 2012 \$250.00; Sanitary Sewer \$8,886.68; Solid Waste Collection \$54,566.72; Partial Self-funding \$2,206.24.

### **TRANSFER AND MANUAL JOURNEY ENTRIES 4<sup>TH</sup> QUARTER 2019**

Motion by Farmer seconded by Bice to approve the Manual Journal Entries and Transfers for the fourth quarter of 2019. Motion carried unanimously. EFTPS for 941 deposits \$119,279.09; Treasurer State of Iowa w/h tax 21,156.00; IPERS \$82,267.46; Treasurer State of Iowa sales tax \$8,552.00; Treasurer State of Iowa water excise tax \$32,449.00; Treasurer State of Iowa unemployment \$49.92; ING 457 Plan \$600.00; Iowa Collection Service Center \$3,018.42; Direct Deposit payroll \$313,718.09; IA Finance Authority (SRF) \$19,990.37; UMB Corp Trust \$254,615.00; Transfer to Partial Self fund Ins \$12,541.16; Write Off Uncollectible/NSF fees \$56.00. Transfers between funds per budget: from LOST to General Fund \$150,000.00; From Water to Water Rev Sinking Fund for Revenue Bond Requirements \$94,974.00; From Employee Benefit, water, sewer, sanitation to PSF Ins \$11,100.00; Transfer for Bond Interest Payments \$245,102.50.

### **LIQUOR LICENSE**

Motion by Farmer seconded by Bice to approve a Class C liquor license with Sunday sales for Corner Lanes/Kegler's Kitchen and Class E liquor license with Sunday sales for Hy-Vee Wine & Spirits. Motion carried unanimously.

### **COUNCIL APPOINTMENTS**

Motion by Bice seconded by James to approve the appointment of Gregg Owens as City Administrator and Amanda Harskamp as Deputy City Clerk. Motion carried unanimously.

### **MAYORAL APPOINTMENTS**

Motion by Harbst seconded by James to approve the mayoral appointments of Jeff Hanson as Spirit Lake Police Chief; and the mayoral appointment of Gregg Owens as City Attorney. Motion carried unanimously.

### **CONSIDERATION OF COST OF LIVING ADJUSTMENT**

Motion by Brockmeyer seconded by Bice to approve a 3% cost of living adjustment. Motion carried unanimously.

### **COMMENTS BY MAYOR, COUNCIL, AND STAFF**

The Mayor welcomed Keith Brockmeyer to the City Council. City Administrator Owens gave an update on the recycling changes. A news release will be in the next paper regarding items that are recyclable. Water Superintendent Tom Orthel notified the council that he has filled the open position in the water department.

### **ADJOURNMENT**

Motion by Farmer seconded by Bice to adjourn the meeting. Motion carried unanimously.

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Bruce Keenan, Mayor

ATTEST:

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Gregg L. Owens, City Administrator