

**City of Martensdale**  
**Regular City Council Meeting Minutes**  
June 8, 2020

The meeting was called to order by Mayor Prichard.

Members present: Henson, Baker, Hutchison, and Hughes.

Members absent: Berger.

S. Henson made a motion to approve the agenda with corrections to the agenda; seconded by R. Baker. On a roll call vote: Henson, Aye; Baker, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

Mayor Prichard said the City looked nice with properties cleaned up.

Mayor Prichard had two changes to the May minutes. R. Baker made a motion to approve the consent agenda with the corrections to the May minutes; seconded by D. Hutchison. On a roll call vote: Henson, Aye; Baker, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

The city clerk told the city council that attorney Bob Stuyvesant would not be able to attend council meetings on Mondays but could do the first Tuesday of each month. The city council decided they would like to try and have the meetings without an attorney and see how that works. The city clerk will still be in contact with the city attorney regarding city business.

Maintenance Report: Zach Woods told the city council that a temporarily driveway will be installed through Hamco Walker for the sewer project. He had pricing for readers for the water meters; total cost would be \$12,800.00, which would have to be done over several budgets. There was discussion regarding the purchase of a new city pick-up, which is in the 2020-2021 budgets. Mr. Woods had quotes on three different trucks. After discussion, the city council told him to go ahead and order the diesel truck for \$39,530.20 and a blade will be ordered for \$6,800.00.

Fire Report: Chief Henson stated there were 5 fire calls and 17 EMS calls, and 3 storm calls.

Additional Expenses were presented: Chief Henson asked how much money was left in the current budget and if there was enough to purchase pagers for \$7,450.00. The city clerk stated they had enough money in the budget for the purchase. The city clerk presented a new bill from Quick Med Claims for \$5.19; the petty cash needs to be replenished for \$125.00; the payment for the City street resurfacing was discussed and it was decided to make the payment before the end of June 2020 so its out of the current budget for \$40,000.00. R. Baker made a motion to approve the additional expenses; seconded by D. Hutchison. On a roll call vote: Henson, Aye; Baker, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

There was discussion on renewing terms for the Board of Adjustment members and the Planning and Zoning members. Since none of the chairpersons were at the meeting, this will be tabled until the July meeting.

The renewal cigarette permit for DanLee was presented. S. Henson made a motion to approve the cigarette permit; seconded by R. Baker. On a roll call vote: Henson, Aye; Baker, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

Resolution 6-8-2020-1 A Memorandum of Understanding for Services Provided by Randy Crow and Required Time Sheet was presented. The city council asked the city clerk to make the form more generic so it can be used for any sub-contractor. E. Hughes made a motion to approved Res. 6-8-2020-1; seconded by R. Baker. On a roll call vote: Henson, Aye; Baker, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

A resident has sent the City a letter regarding a property that they feel is deteriorating and a danger. The city council discussed their options and would like Zach to have the Building Inspector come out and look at the property and give his advice to the City on any violations. The city clerk will send a letter to the resident who sent the complaint that the City is addressing the problem.

The city clerk presented two bids for new flooring at city hall. The bids were from Phillips Flooring and Heritage Flooring. The city council decided to have Phillips Flooring install the flooring and pay half out of the current budget and half out of the new budget. Mayor Prichard would like to ask Phillips about moving furniture. The city clerk will contact Phillips Flooring.

There was no action at this time on the 28E Agreement with the City of Norwalk for EMS Services and their increase pricing for services.

There was discussion on the Pay Application #1 for Municipal Pipe Tool Company, LLC for the Section 1: Sewer and Manhole Rehabilitation project in the amount of \$98,864.84. This pay application covers work completed between 5/4/2020 (the effective date of the contract) and 6/2/2020. S. Henson made a motion to pay Municipal Pipe Tool Company \$98,864.84; seconded by R. Baker. On a roll call vote: Henson, Aye; Baker, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

There was discussion on the Pay Application #1 for Vanderpool Construction, Inc. for the Section 2: Iowa Avenue Trunk Sewer Replacement project in the amount of \$91,406.82. This pay application covers work completed between 5/4/2020 (the effective date of the contract) and 6/1/2020. R. Baker made a motion to pay Vanderpool Construction, Inc. \$91,406.82; seconded by D. Hutchison. On a roll call vote: Henson, Aye; Baker, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

There was discussion on the Change Order #1 for Vanderpool Construction, Inc. for the Section 2: Iowa Avenue Trunk Sewer Replacement project in the amount of \$19,815.00. This change order includes additional bid items required by Iowa DOT to obtain approval for sewer construction within Highway 28 right-of-way, as well as the supply and installation of a 1" water meter at the Wastewater Treatment Plant. If approved, the total contract value would increase to \$599,795.00. The city council discussed whether this soon be done now when the project is being completed and agreed it would be best to have it done now. S. Henson made a motion to pay Vanderpool Construction Inc. \$19,815.00; seconded by E. Hughes. On a roll call vote: Henson, Aye; Baker, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

Open Forum: There was discussion regarding a property that needs to have their backyard mowed. The owner has been sent a letter from the previous city attorney and has called and said she could not find anyone to do the backyard but she had done the front yard. She will be notified that it is her responsibility to get the back yard cleaned up or be fined.

There was discussion regarding a resident placing stuff in some of the dumpsters in the City. The city council said there really wasn't much they could do about it but the owners of the dumpsters should put a sign on them that are not for the public to use.

July 6, 2020 was set as the next city council meeting.

E. Hughes made a motion to adjourn; seconded by R. Baker. On a roll call vote: Henson, Aye; Baker, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

Mayor Brad Prichard

Donna Bahun, City Clerk

These city council minutes are a draft copy and have not been approved by the city council member.

**City of Martensdale**  
**May 2020 – Disbursements**

17312	5/1	Brad Prichard (phone reimburse)	50.00
17313	5/1	Zach Wood (phone reimburse)	50.00
17314	5/1	Donna Bahun (phone reimburse)	50.00
17315	5/8	Zach Wood (salary)	1,292.16
17316	5/22	Zach Wood (salary)	1,292.16
17317	5/24	Donna Bahun (salary)	1,774.85
17318	5/1	Robert Seymour (vacation)	2,923.86
17319	5/2	Robert Seymour (salary)	718.89
17320	5/9	Randy Crow (extra help)	120.00
17321	5/9	Des Moines Register (publication fees)	775.35
17322	5/9	Warren Co. Treasurer (2020 sheriff contract)	14,340.00
17323	5/9	Cardmember Services (tractor part-antivirus)	369.09
17324	5/9	Central IA Pest Control (city hall)	37.50
17325	5/9	Quill LLC (hand sanitizer)	17.96
17326	5/9	Wiegert Disposal (dumpster)	120.00
17327	5/9	McCoy Hardware (supplies)	29.43
17328	5/9	Martin Marietta (rock)	403.10
17329	5/9	Core and Mann (supplies)	116.16
17330	5/9	HydroKlean (sewer line)	1,340.00
17331	5/9	NAPA Auto (supplies-dump truck)	43.79
17332	5/9	Hamco Walker Paper (copy paper)	44.50
17333	5/9	O'Reilly Auto (supplies)	2.13
17334	5/9	Home Depot (drill-fire dept.-rock city hall)	507.98
17335	5/9	Central IA Pest Control (fire dept.)	40.00
17336	5/9	Iowa State Bank (fire bond payment-interest)	25,708.74
17337	5/9	AT&T (long distance)	50.38
17338	5/28	Windstream (pump)	71.35
17339	5/28	Windstream (city)	203.18
17340	5/28	Windstream (fire)	208.06
17341	5/28	Mid-American (utilities)	646.55
Automatic Withdrawals			
	5/3	Wellmark (Zach insurance)	1,774.69 (took out Bob insurance, we will be credited)
	5/7	IRS (Bob-Donna-Zach taxes)	3,460.70
	5/8	IPERS (Bob-Donna)	1,776.51
	5/11	Warren Water (Water purchase)	3,139.50
	5/15	Wex Bank (fuel)	192.40

**City of Martensdale Rescue**  
**May 2020 – Disbursements**

2945	5/9	Quick Med Claims (medicare billing)	34.21
2946	5/9	Praxair (auto withdrawal)	69.75
2947	5/9	Mark Mills (refund)	101.87
2948	5/9	Verizon (phone)	18.23
2949	5/9	CNM Outdoor Equipment (chain saw-supplies)	251.00

Automatic Payments			
	5/13	Wex Bank (fuel)	58.92

**Rescue Deposits**

	5/7	Aetna Ins. (medicare pymt.)	239.57
	5/12	Eservices PAAS (rescue ins. pymt.)	51.87
	5/26	Humana (rescue ins. pymt.)	230.54

**City of Martensdale**  
**May 2020 – Revenues**

5/11	Water-sewer collections	113.00
		1,840.55
		3,196.32
5/14	Warren County (property taxes)	9,703.30
5/14	Jefferson Twp. (fire protection)	3,758.80
5/15	Water-sewer collections	605.00
		1,582.75
		3,011.72
5/15	State of Iowa (DOT water-sewer pymt.)	425.96
5/22	State of Iowa (street construction)	4,389.38
5/22	Water-sewer collections	2,891.59
		2,926.80
5/28	State of Iowa (1 cent tax)	3,366.49
5/29	Water-sewer collections	3,387.15
		4,058.17
		4,125.31
5/31	Water-sewer collections	659.51
5/30	DanLee (permit fee)	75.00