

City of Martensdale
Regular City Council Meeting Minutes
July 6, 2020

The meeting was called to order by Mayor Prichard.

Members present: Baker, Berger and Hutchison.

Members absent: Henson and Hughes.

R. Baker made a motion to approve the agenda; seconded by D. Hutchison. On a roll call vote: Baker, Aye; Berger, Aye; and Hutchison, Aye. Mayor Prichard declared the motion carried unanimously.

The June 8, 2020 minutes, June payables and receipts, July payables and the May financial reports were presented. The city clerk had an addition to the July payables to Wiegert Disposal for \$1,200.00. R. Baker made a motion to approve the consent agenda with the additional payable; seconded by T. Berger. On a roll call vote: Baker, Aye; Berger, Aye; and Hutchison, Aye. Mayor Prichard declared the motion carried unanimously.

Maintenance Report: Zach Woods asked the city council who was going to empty the trash basket by the sewer work. There was also discussion about installing a device to be able to give the depth of the water in the lagoon and see how high the water is. The city clerk will contact McClure Engineering regarding these items.

Fire Report: Chief Henson was absent, the city clerk gave the number of calls, and there were 8 EMS calls and 2 storm calls.

Additional Expenses were presented: The city clerk asked to transfer money back into the general account from the fire dept. account for the June fire truck bond payments. Baker made a motion to transfer the money out of the fire dept. to the general fund; seconded by Hutchison. On a roll call vote: Baker, Aye; Berger, Aye; and Hutchison, Aye. Mayor Prichard declared the motion carried unanimously.

The city clerk asked to place the funds back into the general fund from the sewer project; the attorney fees, and the McClure Engineering invoices. T. Berger made a motion to write a check from the sewer project and place the funds back into the general fund; seconded by R. Baker. On a roll call vote: Baker, Aye; Berger, Aye; and Hutchison, Aye. Mayor Prichard declared the motion carried unanimously.

There was discussion on renewing terms for the Planning and Zoning Committee members. The only person that was left on the planning and zoning committee was Larry Henson. Previous members have moved or were on the city council now. Larry Henson suggested the following members: Connie Lull (1 year); Michael Clark (2 years); Kathy Peterson (3 years); Austin DeFranisco (4 years) and Larry Henson agree to a 5-year term and to be the chairperson. R. Baker made a motion to approve the Planning and Zoning members; seconded by D. Hutchison. On a roll call vote: Baker, Aye; Berger, Aye; and Hutchison, Aye. Mayor Prichard declared the motion carried unanimously.

There was discussion on renewing terms for the Board of Adjustment members. Dan Black was present and suggested the following new members: Jeff Knickerbocker (1 year); Dan Black (2 year); Brandy Clark (3 year); Sharon Loyd (4 year) and Michael Trotter (5 year). Dan Black agreed to be the chairperson R. Baker made a motion to approve the Board of Adjustment members; seconded by T. Berger. On a roll call vote: Baker, Aye; Berger, Aye; and Hutchison, Aye. Mayor Prichard declared the motion carried unanimously.

There was discussion regarding the property at 330 Spring St. The building inspector has inspected the property and gave his recommendations to the city council and city attorney. The city clerk stated the attorney was going to send out a letter to the owner's son to take care of the problems.

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 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 \$52,790.08. R. Baker made a motion to pay Municipal Pipe Tool Company \$52,790.08; seconded by D. Hutchison. On a roll call vote: Baker, Aye; Berger, Aye; and Hutchison, Aye. Mayor Prichard declared the motion carried unanimously.

There was discussion regarding the price estimate from McClure Engineering to install the water utility connection control valve to allow water for the D.O.T. Mayor Prichard thought we should try to get this completed with the funds from the USDA grant if possible. The city council asked the city clerk to see if the USDA would let us include this in the project.

Mayor Prichard had thought we would be receiving a change of order for the sewer project for a 6-inch meter pit, etc. to be installed. This will be tabled until we see if a change order will be presented.

Open Forum: Zach Wood stated that some parts on the fire hydrants would need to be replaced so the cost per hydrant will be a little higher than he estimated.

August 3, 2020 was set as the next city council meeting.

R. Baker made a motion to adjourn; seconded by T. Berger. On a roll call vote: Baker, Aye; Berger, Aye; and Hutchison, 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
June 2020 – Disbursements**

17342	6/1	Brad Prichard (phone reimburse)	50.00
17343	6/1	Zach Wood (phone reimburse)	50.00
17344	6/1	Donna Bahun (phone reimburse)	50.00
17345	6/1	Donna Bahun (salary)	1,774.85
17346	6/5	Zach Wood (salary)	1,224.42
17347	6/19	Zach Wood (salary)	1,224.42
17348	6/1	US Post Office (stamps)	230.00
17349	6/1	Robert Seymour (water-wastewater license)	1,000.00
17350	6/11	Randy Crow (extra help)	172.50
17351	6/11	CNM Equipment (trimmer line)	52.95
17352	6/11	Ahlers Cooney (sewer financing)	12,250.00
17353	6/11	Vetter Equipment (lawn mower parts)	102.88
17354	6/11	Martin Marietta (rock)	695.38
17355	6/11	Veenstra & Kimm (bldg. permits)	141.00
17356	6/11	Gary Wiedemann (sewer-Rock Island repair)	3,200.00
17357	6/11	McClure Engineering (sewer project)	6,000.00
17358	6/11	McCoy Hardware (signs)	154.70
17359	6/11	AT&T (long distance)	50.38
17360	6/11	Martensdale Petty Cash (office supplies)	125.00
17361	6/11	Phillips Floors (floor down payment-City hall)	3,000.00
17362	6/11	Beverly Roe (water deposit refund)	100.00
17363	6/11	VOID (replaced with #17364)	
17364	6/25	Blacktop Services (street resurfacing)	40,000.00
17365	6/25	Windstream (pump station)	143.61
17366	6/25	Mid American Energy (utilities)	1,453.51
17367	6/27	Windstream (city hall)	203.58
17368	6/27	Community Credit Card (maintenance computer)	1,112.95
17369	6/27	Windstream (fire)	208.06

Automatic Withdrawals

6/1	City State Bank (fire truck bond & interest pymt.)	17,362.50
6/2	City State (check order)	45.00
6/12	IRS (Bob-Donna-Zach taxes)	3,695.01
6/12	IPERS (Bob-Donna)	1,930.04
6/12	Warren Water (Water purchase)	2,592.74
6/17	Wex Bank (fuel)	169.44

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

2950	6/11	Verizon (phone)	18.09
2951	6/11	Danko Emergency Equipment (supplies)	70.60
2952	6/11	Warren Co. Fire/EMS Association (dues)	579.30
2953	6/11	Stryker Sales Corp. (battery pack)	750.34
2954	6/11	Quick Medical Claims (medicare billing)	5.19
2955	6/11	Verizon (ipad)	33.05
2956	6/27	Electronic Engineering (pagers)	7,450.00

Automatic Payments

6/16	Praxair (O ₂)	67.50
6/17	Wex Bank (fuel)	183.19

**City of Martensdale
June 2020 – Revenues**

6/5	Water-sewer collections	2,289.92
6/10	State of Iowa (DOT water pymt.)	94.43
6/12	Warren County (property taxes)	2,592.74
6/12	Jefferson Twp. (fire)	191.41
6/22	Water-sewer collections	3,426.03
		2,349.39
		3,149.74
		3,154.17
6/22	Fetter bldg. permit	50.00
6/22	State of Iowa (street construction)	2,782.90
6/27	Water-sewer collections	2,846.02
		3,193.74
6/29	Water-sewer collections	262.05
6/29	State of Iowa (1 cent tax)	3,366.49