

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

The meeting was called to order by Mayor Prichard.

Members present: Henson, Baker, Berger, Hutchison (by phone) and Hughes

Members absent: None.

Mayor Prichard thanked everyone for attending the meeting especially due to the virus.

City attorney John Judisch was present.

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; Berger, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

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

There was no report from the city clerk.

Maintenance Report: Robert Seymour asked to do street patching on the city streets and have the cost taken out of the 2019-2020 budget and the 2020-2021 budget. The total cost of the street repair work will be around \$80,000.00 with a payment made before June 30, 2020 and the other payment made after July 1, 2020. He had pricing for signs at the sewer lagoon for \$1,327.48; the dump truck needs to be sandblasted, cost \$1,700; and to flush all hydrants the cost will be \$100.00. These cost are in line with the budget.

Fire Report: Chief Henson stated there were 6 fire calls; 12 EMS and 1 storm call. He stated that Warren Co. Health Dept. is keeping the fire dept. up to date with the COVID 19 status,

Attorney John Judisch contacted Steve Nadel, Ahlers Law Firm and Gary Brons, McClure Engineering to join the meeting by phone.

R. Baker made a motion to open the public hearing was open for Resolution 4-6-2020-1; seconded by Hutchison. On a roll call vote: Henson, Aye; Baker, Aye; Berger, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously. There was no one present for the public hearing,

R, Baker made a motion to close the public hearing for Resolution 4-6-2020-1; seconded by D. Hutchison. On a roll call vote: Henson, Aye; Baker, Aye; Berger, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

Resolution 4-6-2020-1 Adopting Plans-Specifications-Form of Contract and Estimate was presented.

S. Henson made a motion to approved Resolution 4-6-2020-1; seconded by R. Baker. On a roll call vote: Henson, Aye; Baker, Aye; Berger, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

Resolution 04-6-2020-1 A resolution Designating Low Bidder was presented. There was discussion on the bids provided to the City by McClure Engineering. Steve Nadel explained that Vanderpool Construction was the low bidder when compared to initial bid submitted by Thorpe as the Thorpe bid included miscalculations which indicated Thorpe as the higher bidder. In addition to Thorpe's miscalculations the Thorpe bid omitted certain required documents, thereby making the Thorpe bid nonresponsive. Thorpe's bid could be deemed nonresponsive due to the omission of documents and initial miscalculation even though once the miscalculations were corrected (if the City chose to waive to waive the math miscalculation and the omission of required documents) Thorpe would be the lower bidder by \$393,00. Steve explained that the City could waive Thorpe's bid or accept the bid from Vanderpool as the low bidder and reject Thorpe's bid as non-responsive. The Council chose to reject the Thorpe bid as non-responsive and select Vanderpool as the low bidder. Motion by S. Henson; seconded by R. Baker. On a roll call vote: Henson, Aye; Baker, Aye; Berger, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

Municipal Pipe Tool Co. presented a bid on section 1 of the project for a price of \$200,483.00 including bid alternate 1 for a total cost of 283,262.00. Section 2 of the project was Vanderpool Construction with a bid of \$579,980.00.

Resolution 4-6-2020-3 A Resolution for Award of Construction Contract for Section 1 and 2 of the sewer project. R. Baker made a motion to award Section 1 to Municipal Pipe and Tool and awarded Section 2 to Vanderpool Construction; seconded by S. Henson. On a roll call vote: Henson, Aye; Baker, Aye; Berger, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

Resolution 4-6-2020-4 Tax Exemption Certificate for the sewer project was presented. S. Henson made a motion to approve the tax exemption certificate and keep a copy on file; seconded by D. Hutchison, On a roll call vote: Henson, Aye; Baker, Aye; Berger, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

R. Baker made a motion to approve the \$100,000,000 loan note with City State Bank; seconded by D. Hutchison; On a roll call vote: Henson, Aye; Baker, Aye; Berger, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

Resolution 4-6-2020-5 Approving and Acceptance and form MOU regarding separation of employment with Robert Seymour. There was discussion regarding the separation of employment contract with Robert Seymour on April 30, 2020 and he was not happy with it. Mr. Seymour thought he should receive more than 4 weeks vacation. Mayor Prichard explained that no resolution was ever approved for Mr. Seymour's vacation and that he was allowed more vacation when he was ill but it was never decided that would be his permanent vacation benefit. Mayor Prichard also stated his vacation would be pro-rated at the time of his separation of employment. Mr. Seymour asked for \$1,000.00 per month for the use of his water and sewer certificates and to assist with any questions Zach Wood may have and until he receives his certifications for the water and sewer. R. Baker made a motion to pay Robert Seymour \$1,000.00 per month (paragraph 4) for 7 months and includes 4 weeks vacation (paragraph 5); seconded by E. Hughes. On a roll call vote: Henson, Aye; Baker, Aye; Berger, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

There was discussion regarding opening an account at Cappell True Value in Norwalk, IA. T. Berger made a motion to open an account with up to a \$1,500.00 credit line to Cappell True Value; seconded by R. Baker. On a roll call vote: Henson, Aye; Baker, Aye; Berger, Aye; Hutchison, Aye; Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

There was discussion regarding setting a City Clean-up Day; the city council decided to table this for now due to the COVID-19 virus.

Open Forum: Eric Hughes and Deb Hutchison thanked Robert Seymour for his more than 37 years of service to the City.

There was discussion regarding trash and junk in residents yards. The city clerk will send out letters.

May 4, 2020 was set as the next city council meeting.

S. Henson made a motion to adjourn; seconded by R. Baker. On a roll call vote: Henson, Aye; Baker, Aye; Berger, 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
March 2020 – Disbursements**

17256	3/1	Brad Prichard (phone reimburse)	50.00
17257	3/1	Robert Seymour (phone reimburse)	50.00
17258	3/1	Donna Bahun (phone reimburse)	50.00
17259	3/13	Robert Seymour (salary)	1,461.93
17260	3/27	Robert Seymour (salary)	1,461.93
17261	3/1	Donna Bahun (salary)	1,774.85
17262	3/12	Home Depot (lights-supplies)	332.19
17263	3/12	Des Moines Register (publication fees)	1,048.19
17264	3/12	Hamco Walker (supplies)	44.50
17265	3/12	Home Depot (lights fire station)	629.79

17266	3/12	Ardick Equipment (signs)	598.54
17267	3/12	Scott Henson (reimbursement supplies)	20.95
17268	3/12	Core & Mann (water supplies)	720.00
17269	3/12	Central Pump (service call)	582.50
17270	3/12	V&K (building permit)	103.50
17271	3/12	McClure Engineering (sewer project)	17,750.00
17272	3/12	McCoy Hardware (supplies)	12.99
17273	3/12	Stuyvesant, Benton & Judisch (atty fee)	375.00
17275	3/12	Randy Crow (extra help)	405.00
17276	3/12	Intl. Assn. for Food Protection (furniture)	600.00
17277	3/12	AT&T (long distance)	51.01
17278	3/12	Zach Wood (salary)	684.47
17279	3/12	City State Bank (sewer-water accounts)	60,596.53
17280	3/12	Zach Wood (salary)	1,292.16
17281	3/12	Windstream (phone)	208.58
17282	3/12	Mid American Energy (utilities)	1,230.14

Automatic Withdrawals

3/3	Wellmark (Bob insurance)	1,323.08
3/4	IRS (Bob-Donna taxes)	2,630.41
3/5	IPERS (Bob-Donna)	1,219.91
3/11	Warren Water (Water purchase)	3,650.85
3/31	Resident water payment returned	605.00

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

2934	3/12	Fire Service Training Bureau (registration fees)	475.00
2935	3/12	Verizon (phone)	18.23
2936	3/12	Quick Med Claims (medicare)	91.04
2937	3/12	Bound Tree (supplies)	289.53
2938	3/12	Verizon (ipad service, supplies)	248.99

Automatic Payments

3/17	Wex Bank (fuel)	158.85
3/18	Praxair (oxygen)	69.75

Rescue Deposits

3/3	City of Norwalk (refund)	450.00
3/13	Quick Medical Claims (medicare)	204.37

**City of Martensdale
March 2020 – Revenues**

3/6	Water-sewer collections	3,094.97
3/6	Riddlebarger water deposit	100.00
3/6	Water machine sales	22.76
3/13	Warren County (property taxes)	3,672.76
3/13	Warren County (Jefferson Twp.-fire)	1,766.69
3/14	Gannett (publication fee refund)	462.18
3/16	Water-sewer collections	4,770.73
3/16	Water-sewer collections	3,477.55
3/17	State of Iowa (DOT water payment)	1,588.07
3/20	Lee Twp. (rescue)	8,751.92
3/20	Water-sewer collections	1,646.20
3/20	Water-sewer collections	1,977.11
3/27	State of Iowa (1 cent tax)	2,865.86
3/30	State of Iowa (street construction)	2,357.09
3/30	Water-sewer collections	3,408.49
3/30	Water-sewer collections	3,389.93