

**City of Martensdale**  
**Regular City Council Meeting Minutes**  
January 4, 2021

Mayor Prichard called the meeting to order.

Members present: Scott Henson, Eric Hughes, and Deb Hutchison.

Members absent: Ryan Baker and Travis Berger.

Zach Wood was absent.

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

Bank Depository Resolution 1-4-2021-1 was presented. Henson made a motion to approve Res. 1-4-2021-1; seconded by Hutchison. On a roll call vote: Henson, Aye; Hutchison, Aye; and Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

The 2021 City Appointments were presented as follows:

City Bank, Henson made a motion to approve City State Bank and Regions Bank as the City financial institutions; seconded by Hughes. On a roll call vote: Henson, Aye; Hutchison, Aye; and Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

City Newspaper, Hughes made a motion to approve the Indianola Record Herald as the city newspaper; seconded by Henson. On a roll call vote: Henson, Aye; Hutchison, Aye; and Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

Mayor Pro Tem, Mayor Prichard designated Ryan Baker as the Mayor Pro Tem. Henson made a motion to approve Ryan Baker as the Mayor Pro Tem; seconded by Hutchison. On a roll call vote: Henson, Aye; Hutchison, Aye; and Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

City Attorney, Hutchison made a motion to approve Stuyvesant and Benton as the city attorney, seconded by Hughes. On a roll call vote: Henson, Aye; Hutchison, Aye; and Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

Fire Chief – this will be tabled until the February meeting.

City Clerk, Henson made a motion to approve Donna Bahun as the city clerk; seconded by Hutchison. On a roll call vote: Henson, Aye; Hutchison, Aye; and Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

Mayor Prichard told the city council he has talked to Zach Wood regarding the City's purchasing policy and if Zach has any questions to call the Mayor or Donna.

The consent agenda was presented, which included the Dec. 7, 2020 minutes, December 2020 payables and receipts; November 2020 financial report and January 2021 payables. Hutchison made a motion to approve the consent agenda; seconded by Hughes. On a roll call vote: Henson, Aye; Hutchison, Aye; and Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

Clerk's Report: The city clerk discussed the 2021-2022 budget and items that need to be included. Mayor Prichard said we need to fix the culvert at city hall; replace the back outside deck at city hall; there was discussion to put \$20,000.00 in the budget for water valves. Zach had pricing for some items for the budget and will give them to the Donna. Chief Henson said to use the same figures as last year for the fire and rescue departments.

Jason Van Ausdall, the building inspector, called into the meeting to discuss 330 Spring St., Martensdale. He stated after the new owner purchased the home and Jason was able to inspect it on the inside, he advised removing the home and putting up a new structure. The home has been removed and the owner is working on removing all utilities, a shed and everything else. Once that is completed, Jason will do a final inspection. The owner is talking about placing a modular home on the site. Henson asked if the modular home would be within the set backs, Jason said it will fit within the City's set backs. The city council asked Jason if he had talked to Mr. Yates and had any ideas for his sidewalk issue. Jason did talk to them and had several options that they could use to help the situation. Mrs. Yates said they would probably wait until the spring and then decide why way to go to fix the problem. Their concern is that people and teachers are on the sidewalk when picking up children from school and they do not want anyone to get hurt.

Fire Report: There were 16 EMS calls and 4 fire calls. The total number of calls for 2020 was 211. There was discussion regarding the Norwalk EMS contract, Donna will contact the city clerk of Norwalk to see if we can get a billed a certain amount each year instead of levying property taxes. Chief Henson discussed the new 911 communication tower being built outside of the City.

The city clerk asked to transfer 40,000.00 from the Road Use Tax to the General Fund to pay for the new city pick-up. Henson made a motion to transfer 40,000.00 to the general fund; seconded by Hutchison. On a roll call vote: Henson, Aye; Hutchison, Aye; and Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

Additional Expenditures: The city clerk told the city council that some bills will be coming in for January that have not been received yet and will need to be paid. The following bills for the fire dept. will need payment, Praxair, Wex Bank and Quick Med Claims. Since these are on the automatic pay list, the city council told the clerk to pay the bills. The city clerk's computer monitor needs to be replaced. The fire dept. asked to purchase a wireless keyboard and mouse. Hughes made a motion to purchase a new computer monitor for city hall, a wireless keyboard and mouse pad for the fire dept.; seconded by Hutchison. On a roll call vote: Henson, Aye; Hutchison, Aye; and Hughes, Aye. Mayor Prichard declared the motion carried unanimously.

There was discussion regarding raising the permit fee to have a home or building demolished. Currently the fee is \$25.00. The city clerk said most City's charge between \$100 and \$200 dollars. Hughes made a motion to raise the permit fee to \$100.00; seconded by Hutchison. On a roll call vote: Henson, Aye; Hutchison, Aye; and Hughes, Aye. Mayor Prichard declared the motion carried unanimously. The city clerk will contact the city attorney and have a new ordinance at the February meeting.

The city clerk told the city council that she has not received any bids on the old city pick-up. It was published the 3rd week of December and only in the Des Moines Register could have been the problem. The city council said to publish it in March and have them due by April 3 for the April meeting. The city council asked the clerk to get prices to publish it for 2 weeks in the Des Moines Register and the Indianola Record Herald.

Mayor Prichard said he received a phone call from Travis Berger regarding a resident having their driveway snowed in after the city plow went through, this is something that cannot be helped when plowing the snow. The city clerk will post a copy of the snow ordinance so people know when they have to keep vehicles off the street and plow their sidewalks and driveways.

February 8, 2021 was set as the next city council meeting.

Henson made a motion to adjourn; seconded by Hughes. On a roll call vote: Henson, Aye; Hutchison, Aye; and 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****December 2020 – Disbursements**

17487	12/1	Brad Prichard (phone reimburse)	50.00
17488	12/1	Zach Wood (phone reimburse)	50.00
17489	12/1	Donna Bahun (phone reimburse)	50.00
17490	12/1	Donna Bahun (salary)	1,785.17
17491	12/1	Zach Wood (salary)	1,224.42
17492	12/18	Zach Wood (salary)	1,224.42
17493	12/1	Robert Seymour (water-wastewater permits)	1,000.00
17494	12/13	Brad Prichard (salary)	923.50
17495	12/13	Scott Henson (salary)	277.05
17496	12/13	Travis Berger (salary)	277.05
17497	12/13	Ryan Baker (salary)	295.52
17498	12/13	Deborah Hutchison (salary)	277.05
17499	12/13	Eric Hughes (salary)	277.05
17500	12/13	Randy Crow (extra help)	517.50
17501	12/13	Des Moines Register (publication fees)	181.40
17502	12/13	Cappel's Ace Hardware (supplies)	31.87
17503	12/13	Office Depot (supplies)	77.89
17504	12/13	Office Depot (supplies)	27.99
17505	12/13	V&K Inc. (Halterman permit)	37.50
17506	12/13	Core & Main	658.46
17507	12/13	Boyd Software (2021 support)	600.00
17508	12/13	State Hygienic Laboratory (water testing)	98.00
17509	12/13	Menards (door seal)	55.29
17510	12/13	Central Pump & Motor	388.85
17511	12/13	Warren Co. Treasurer (1/2 law enforcement)	15,630.50
17512	12/13	Cardmember Services (Zach classes)	372.43
17513	12/13	Des Moines Water Works (lab analysis)	212.69
17514	12/17	Windstream (sewer)	74.66
17515	12/17	Windstream (city hall-Nov.-Dec.)	414.25
17516	12/17	US Postmaster (postage)	285.00
17517	12/26	AT&T (long distance)	53.10
17518	12/26	Mid American Energy (utilities)	926.51
17519	12/26	Windstream (fire)	210.60
17520	12/26	Mid American Energy (utilities)	48.31

**Automatic Withdrawals**

	12/1	City State Fire Bond Interest Payment	2,025.00
	12/2	BC/BS (Zach Health insurance)	451.61
	12/14	IRS (Donna-Zach taxes)	1,825.81
	12/14	IPERS (Zach-Donna)	1,029.33
	12/11	Warren Water (water purchase)	3,233.10
	12/20	Wex Bank (fuel)	141.62
	12/28	USDA (sewer loan pymt.-out of sewer acct.)	2780.00

**Martensdale Rescue Dept.****December – Disbursements**

2976	12/13	Midwest Breathing	773.29
2977	12/13	Verizon (phone)	18.68
2978	12/13	Verizon (ipad)	35.01
2979	12/17	Quick Med Claims (medicare)	33.29

**Auto Payment**

12/21	Praxair (oxygen)	73.24
12/21	Wex Bank (fuel)	57.67

**Deposits**

12/1	Quick Med Claims (medicare)	1,222.00
12/23	Quick Med Claims (medicare)	300.00
12/31	United Healthcare-WPS Ins. (medicare)	613.08

**City of Martensdale****December 2020 – Revenues**

12/14	Warren County (property taxes)	5,450.47
12/14	Jefferson Twp. (fire)	1,329.97
12/18	State of Iowa (DOT water payment)	39.19
12/19	Water machine sales	469.75
12/19	Water-sewer collections	2,452.22
		3,090.10
		3,137.93
		3,766.88
12/19	Bowen, Wiedmann (permits)	75.00
12/19	State of Iowa (street construction)	5,702.71
12/19	Regions Bank (interest owed to City)	27.23
12/22	Water-sewer collections	3,601.02
12/22	Water machine sales	333.00
12/30	Water-sewer collections	4,041.52
12/30	State of Iowa (1 cent tax)	4,612.34
12/30	State of Iowa (DOT water payment)	39.19
12/31	Water-sewer collections	1,006.35