

City of Martensdale
Regular City Council Meeting Minutes
June 4, 2024

Mayor Pro Tem Hutchison called the meeting to order.

Members present: Scott Henson (by phone), Matt Gideon, and Peggy Halterman.

Members absent: Mayor Prichard, Travis Berger.

The agenda was approved by Gideon seconded by Halterman. On a roll call vote: Henson, Aye; Gideon, Aye; and Halterman, Aye. Mayor Pro Tem Hutchison declared the motion carried unanimously.

No citizen comments.

The consent agenda was presented: the May 6, 2024, and May 13, 2024, minutes, the May 2024 payables and receipts, the June 2024 payables, and the May 2024 financials. The city clerk had additional payables for June: Wex Bank (city), \$335.90; Hamco Walker Paper, \$109.90; Linde Gas (fire dept.), 120.06; and Wex Bank (fire dept.), 380.06. Gideon made a motion to approve the consent agenda with the additional payables; seconded by Halterman. On a roll call vote: Henson, Aye; Gideon, Aye; and Halterman, Aye. Mayor Pro Tem Hutchison declared the motion carried unanimously.

Mayor Prichard arrives 5:05 p.m., Scott Henson leaves meeting at 5:06 p.m.

City Clerk Report: None.

Maintenance Report: Zach Wood had the final copy of the city's new sign. The final cost is \$1,146.99. Zach said the owner of the farm property the city was thinking of purchasing has changed their mind and now would like \$25,000 per acre. Zach will see if any other property maybe available for the sewer lagoon.

Zach asked to purchase some water meters. Gideon made a motion to approve up to \$1,000.00 for new meters; seconded by Halterman. On a roll call vote: Gideon, Aye; Hutchison, Aye; and Halterman, Aye. Mayor Prichard declared the motion carried unanimously.

Additional Expenses: Hutchison made a motion to approve and pay Image 360 for \$1,146.99; seconded by Gideon. On a roll call vote: Gideon, Aye; Hutchison, Aye; and Halterman, Aye. Mayor Prichard declared the motion carried unanimously.

City Attorney, Robert Stuyvesant was present. There was discussion on the city removing trees if they are obstructing city property. The attorney stated that can be done if it is cut straight up so it is not on the property owner's side. There was discussion regarding a resident's tree that is dead and whose property the tree is on. After further discussion Zach will see if he can find the property lot line pin and let the city clerk know before she talks to the city attorney tomorrow. Once that is determine the owner is responsible to remove the tree, Chapter 151.06 in the city code.

The city attorney discussed a water-sewer set off program for residents who do not pay their bills so the city can receive their funds. The other way to receive the funds from resident's who rent the property is to take them to court. The city clerk will send the city attorney delinquent bills for rents to collection and to take to court. If a property owner is not paying, they will have their home water shut off and a lien placed on their property after 50 days of non-payment. This is stated in the city code book, chapter 92.05.

He stated the city cannot force resident to put in separate meters shut off valves now since they are grandfathered but can request it in the future.

There was discussion on the first steps for a procurement for a future water tower. The city attorney stated the first step is to get a written opinion from an engineer firm and get an estimated cost. The second item would be to discuss any financing with the city's bond representative, D.A. Davidson. After receiving that information water rates would have to be increased prior to any purchase of land so there is a fund set up specifically for that project. Then the city would need to get a cost to purchase any land. Once the city gets a cost for the land, they would hold a closed session to discuss what the city is willing to offer the property owner of the land; then come out of a closed session and make an offer to the property owner of the land. Then the property would need to be surveyed, need to be platted, get abstract and title. This process will take some time especially with finding the financing for it once a price is determined.

There was discussion with the city attorney about a property in the city that has been vacant for at least 12 years. The city inspector has gotten involved now and has told the owner to either take care of the property or place it on the market. The city inspector has given the resident 30 days to either clean it up or take further action. The city clerk will send the email from the city inspector to the city attorney.

The bids for the city's farmland were opened. Zach Wood placed a bid for \$1,073.00 and Tim Wilde placed a bid for \$1,025.00. The contract with Zach will be reviewed by the city attorney and signed for a 1-year lease which will run through August 31, 2024. The city attorney stated it needs to be published for open bids every year beginning in Jan. 2025 for next year. Gideon made a motion to rent the farmland to Zach Wood through Aug. 31, 2024; seconded by Peggy Halterman. On a roll call vote: Gideon, Aye; Hutchison, Aye; and Halterman, Aye. Mayor Prichard declared the motion carried unanimously. A termination letter will be sent to Zach Wood on August 15, 2024.

Warren Water has asked for a 2-mile radius Water Service Request for 8353 Hwy. 28 Prole for James and Gloria Tracy to receive water hook-up. Hutchison made a motion to approve the 2-mile radius water hook-up request for James and Gloria Tracy; seconded by Gideon. On a roll call vote: Gideon, Aye; Hutchison, Aye; and Halterman, Aye. Mayor Prichard declared the motion carried unanimously.

A two-mile radius request was received from Frank and Karen Cook, All of Parcel C and part of the NE ¼ of the SE ¼ of Section 29, T76N R25W, Warren County, Iowa. Gideon made a motion to approve the 2-mile request from Frank and Karen Cook; seconded by Halterman. On a roll call vote: Gideon, Aye; Hutchison, Aye; and Halterman, Aye. Mayor Prichard declared the motion carried unanimously.

DanLee Corporation, Hwy. 28, Martensdale, IA has sent in their tobacco/nicotine/vapor permit renewal. Gideon made a motion to approve the tobacco renewal permit; seconded by Hutchison. On a roll call vote: Gideon, Aye; Hutchison, Aye; and Halterman, Aye. Mayor Prichard declared the motion carried unanimously.

The city clerk told the city council that the Planning and Zoning committee will meet June 14 at 6:00 p.m. to discuss and possibly approve the 10-year comprehensive plan and land use map. Julie Robison from Iowa State will be attending the meeting for any questions they may have.

A public hearing for a Resolution Approving and Adopting the 10-year Comprehensive Plan was set for July 8, 2024, at 6:00 p.m.

Open Forum:

Mayor Prichard thanked the fire dept. and Zach Wood for helping during the storm the end of May, it was stated that it was a EF0. He also thanked the FAA for putting up the flags for Memorial Day.

There was discussion with the city attorney about the city agenda materials posted for the city council meeting at the post office is always being taken by someone. The clerk stated she can place it on Saturday and go back Sunday and it's gone, place a new one on Sunday and then it's gone too so the public has no way to review it at the post office. The city attorney stated that the only thing that needs to be posted according to the state code is the agenda and nothing else since the minutes and payables-receipts are published every month.

The next regular city council meeting will be July 8, 2024, at 6:00 p.m.

Hutchison made a motion to adjourn; seconded by Gideon. On a roll call vote: Gideon, Aye; Hutchison, Aye; and Halterman, Aye. Mayor Prichard declared the motion carried unanimously.

Mayor Brad Prichard

Donna Bahun, City Clerk

**City of Martensdale
May 2024 Disbursements**

Brad Prichard (phone reimburse) 50.00
Zach Wood (phone reimburse) 50.00
Donna Bahun (phone reimburse) 50.00
Donna Bahun (salary) 2001.00
Zach Wood (salary) 2,112.06
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Menards (supplies) 55.84
Titan Machinery (supplies) 127.00
Independent Advocate (publication costs) 323.53
City of Norwalk (EMS calls) 4,600.00
Core & Main (chlorine) 164.05
John Deere Financial (oil) 978.94
CNM Outdoor Equipment (sharpen chain saw) 48.99
Des Moines Water Works (lab analysis) 48.90
NAPA Auto Parts (supplies) 189.31
AT&T (pump) 40.15
Central IA Pest Control (city hall-fire dept.) 105.00
Windstream (city hall) 220.83
V&K (600 Burlington Ave. Kline permit) 56.25
Windstream (pump) 73.54
Iowa State Bank (fire truck bond payment) 25,291.79
Windstream (fire dept.) 275.86
Mid-American Energy (utilities) 957.43

Auto payments

IRS (Donna-Zach, city council taxes) 2,581.42
IPERS (Donna-Zach) 1,469.08
IA Dept. of Revenue (March WET tax) 807.82
IA Dept. of Revenue (March sales tax) 942.46
Wex Bank (fuel) 248.58
Warren Water (water purchase) 4,683.00
City State ACH fee (water-sewer auto payments) 25.00
USDA (sewer payment) 2,780.00

**Martensdale Rescue Dept.
May 2024 Disbursements**

Trivista Iowa (fire truck repair) 1,112.16
Radiant Fire Appartus (ambulance) 991.94
Karl Chevrolet (fire truck) 14,778.83
Van Wall (oil) 59.37
Interstate Battery (fire) 161.85
Verizon (ipad) 35.01

Auto payments

Linde Gas (oxygen) 124.05
Wex Bank (fuel) 50.23

City of Martendale
May 2024 Revenues

Water-sewer collections, 189.02
Ballard (water deposit), 100.00
Water-sewer collections 7,308.19
Water-sewer collections (auto payments), 1,349.72
Jefferson Twp. (fire) 2,026.11
State of Iowa (Road Use Tax funds), 4,794.38
Warren County (property taxes), 9,134.98
Water-sewer collections, 5,569.46
Vestueber (water deposit), 200.00
Water-sewer collections (auto payments), 926.48
Water-sewer collections (DOT garage), 108.32; 232.98
Water-sewer collections, 6,374.60; 176.32
State of Iowa (1 cent tax), 5,577.40
Water-sewer collections, 2,569.88