

**CITY OF ALBURNETT
OFFICE OF CITY CLERK
ALBURNETT, IOWA
(Subject to approval)**

The Alburnett City Council met in regular session on **Thursday July 14, 2011** in the Alburnett Fire Station Office. Mayor Boesenberg called the meeting to order at 7:00 PM with Lawrence, Schantz and Trumm present. Titler arrived at 7:05 PM and Wood arrived at 9:05 PM. Others present were Dave Haugen, Deputy LeMense and Kirk Sauer.

Motion to approve the agenda was moved by Lawrence, second by Schantz. Motion carried.

Fire Department Report – Steve Graham reported there were 5 calls last month. Four medical calls in town and 1 medical call in the township.

Sheriff's Report – Deputy LeMense handed out the call for service log sheets. There were 49 calls and 47 ½ hours of service last month.

Dave Haugen, MSA Professionals, recommended payment of \$56,738.75 to K & W Coating LLC for painting of the water tower and acceptance of change order #1, to paint the roof of public works garage for \$1,800.00. Motion to pay K & W Coatings LLC \$56,738.75 and to accept change order #1 was moved by Schantz, second by Trumm. Ayes – Lawrence, Trumm, Schantz, Titler. Nays – 0
Motion carried

MSA Professionals recommended acceptance of change order #2 from Rathje Construction in the amount of \$27,897.26 for additional labor and material for exploratory digging and additional water testing of water mains. Recommendation was made to pay Rathje Construction \$47,552.02 contingent on grinding of concrete at Main Avenue and 2nd Street and finish grading and seeding yards. Motion to accept change order #2 and Pay Application #6 for \$47,552.02 contingent on grinding concrete and finishing yards was moved by Lawrence, second by Trumm. Ayes – Titler, Lawrence, Schantz, Trumm. Nay – 0 Motion carried.

A preconstruction meeting was held with Municipal Pipe on Thursday July 14. Municipal Pipe had started cleaning sewer lines and was to begin lining sewer pipes on Monday July 18. The project should be completed in 3 – 4 weeks.

Kurt Sauer, Linn Co-Op Oil Co. Elevator, asked for the city's cooperation with installing a tile line to correct a drainage issue. Cost and ideas will be presented at the August council meeting.

Motion to approve the consent agenda with the addition of Master's Auto invoice for \$503.65 was moved by Schantz, second by Trumm. Motion carried.

| VENDOR | EXPENSES 6/1/2011- 6/30/2011 REFERENCES | \$TOTAL |
|----------------|----------------------------------------------------|----------------|
| Alliant Energy | Utilities | 1,674.28 |
| Bankers Trust | GO Bond Refunding | 430,885.00 |
| Charles Naylor | TIF Payment | 8,500.00 |

| | | |
|-------------------------|-----------------------------------|-----------------|
| Rex Naylor | TIF Payment | 8,500.00 |
| Hawkins | Rent on Cylinders | 20.00 |
| Custom Concrete | Main/2 nd I-Jobs Money | 6,650.00 |
| Hawkeye Fire & Safety | Fire Department | 344.50 |
| Allied Insurance | Insurance | 35.00 |
| Iowa Finance Authority | SRF Payment | 62,342.42 |
| Iowa Patch | High Performance Patch | 649.60 |
| Irish Green Lawn Care | Weed Control Parking Lot | 25.00 |
| Gary Holsinger | June Rent | 200.00 |
| Marion Fire Department | Fire Department | 40.00 |
| Matt Parrott & Sons | Doorhangers | 97.19 |
| Ipers | Ipers | 1,326.84 |
| Keystone Labs, Inc | Water/Wastewater testing | 38.10 |
| Linn Area Newsletter | Publishing | 432.23 |
| Midway Outdoor | Trimmer/Oil/Blades | 444.77 |
| Northern Waterworks | Annual Maintenance Contract | 1,743.00 |
| MSA Professionals | Sewer System Improvements | 2,976.12 |
| Porter Construction | Door Maintenance | 1,720.00 |
| Wellmark BC/BS | Health Insurance | 1,107.83 |
| Treasurer-State of Iowa | Sales/State Tax | 1,295.00 |
| URLated Website | May Web Maintenance | 75.00 |
| US Cellular | Maintenance Cell Phone | 56.26 |
| US Postmaster | Postage/utility Bills | 70.00 |
| USA Communications | Telecommunications | 247.48 |
| Visa | Truck Fuel | 398.74 |
| Department Treasury | Fed/FICA | 1,397.38 |
| Farmers State Bank | ACH Payment | 8.10 |
| Payroll | | <u>4,832.91</u> |
| | | \$ 538,132.75 |

REVENUE 6/1/2011-6/30/2011

| | |
|-------------------|---------------|
| General Fund | 1,621.40 |
| Road Use Tax | 2,183.20 |
| Employee Benefits | 92.59 |
| Emergency Fund | 29.42 |
| Local Option Tax | 7,388.90 |
| Debt Service | 312.66 |
| Water Total | 12,114.97 |
| Sewer Total | 6,297.95 |
| Storm Sewer Total | <u>379.98</u> |
| | \$ 30,421.07 |

The Personnel Policy handbook is ready to be reviewed by the City Attorney. Consideration was given to adding "additional funeral days may be granted upon manager's approval. Not to exceed 3 days."

City Clerk will contact Iowa Codification on the procedure for re-codifying the ordinance book.

Motion to renew URLated Website annual maintenance agreement was moved by Trumm, second by Lawrence. Motion carried.

Motion to get a bid from Dale Horak on removal of dead tree at 117 Moothart was moved by Titler, second by Lawrence. Motion carried.

Motion to approve Resolutions #07-2011-1 and #07-2011-2, to increase wages for Steve Graham and Sharon Robertson was moved by Lawrence, second by Trumm. Motion carried.

Motion to pursue Chapter 10, Junk and Junk Vehicles ordinance was moved by Schantz, second by Lawrence. Motion carried.

City Maintenance Report – Steve Graham reported that the power washer cannot be repaired. Motion to purchase a power washer from Spray-Land for \$1,550.00 was moved by Titler, second by Trumm. Motion carried.

Steve had an estimate from Dan Sherman Custom Concrete for 90' of concrete on Roosevelt St., manhole repair on Laurie Drive, and sidewalk repair on Main Avenue. Motion to accept Custom Concrete estimate #E101, contingent on a work session with the city engineer, was moved by Lawrence, second by Wood. Motion carried.

Motion to send Steve Graham to DNR water classes Sept. 27-28 was moved by Trumm, second by Titler. Motion carried.

Motion to accept Kluesner Construction estimate #9191, to double seal Roosevelt Street from edge of concrete to city limits was moved by Wood, second by Schantz. Motion carried.

Motion to adjourn was moved by Wood at 9:54 PM, second by Lawrence. Motion carried.

David Boesenberg, Mayor

Sharon Robertson, City Clerk