

City of Durant
City Council Meeting 03/11/2019

Mayor Spengler called meeting to order at 6:00pm. Roll call of members present: Utter, Quiram, Mundt, Sterner, and Schulz. City staff present: PW Dir. Jared Semsch, Police Chief Orville Randolph, and City Opr. Ofcr/Clerk Deana Cavin. Consent agenda: Approval of Agenda, City Bills, and minutes for 2/25/2019 council meeting. Clerk reported Treas. Richman requested the review of financial statements be moved to the March 25th due to tax season. Member Sterner motioned, seconded by Member Quiram, to approve the consent agenda items. Ayes: Schulz, Mundt, Sterner, Quiram, Utter Nays: None Motion carried. Public Input: None

Member Utter motioned, seconded by Member Sterner, to open the public hearing for the Fiscal Year 2020 budget. Ayes: Utter, Quiram, Sterner, Mundt, Schulz Nays: None Motion carried.

There were no comments received, and no changes to the budget. Budget was published as required.

Member Schulz motioned, seconded by Member Utter, to close the public hearing. Ayes: Utter, Quiram, Sterner, Mundt, Schulz Nays: None Motion carried.

Consider Resolution 2019-15 Approval of FY 2020 Budget: Member Utter motioned, seconded by Member Sterner, to approve the Fiscal Year 2020 Budget. Ayes: Mundt, Schulz, Sterner, Quiram, Utter Nays: None Motion carried.

Police Dept.: Member Mundt motioned, seconded by Member Utter, to approve the monthly police report. Ayes: Mundt, Utter, Quiram, Sterner, Schulz Nays: None Motion carried.

Consider Approval for Sgt. Meier to attend GTSB program: Member Mundt motioned, seconded by Member Utter, to approve Sgt. Meier's travel and attendance for Governor's Traffic Safety Bureau (GTSB) training in April. Ayes: Schulz, Sterner, Utter, Quiram, Mundt Nays: None Motion carried.

Chief Randolph reminded citizens that a lot of scam calls have started from people claiming to be from D.E.A., I.R.S., and Social Security office. Citizens should not verify or give out any information to these callers-just hang up.

Public Works Update: Consider approval for 3rd Street Water Tower inspection agreement: Dir. Semsch provided a quote from Liquid Engineering for inspection of the tower at \$2,765. If there are places on the bottom that sediment needs removed, that will be an additional charge of \$42 per cubic yard in excess of 3 inches thick. Dir. Semsch explained the divers disinfect themselves before going in to the tower. The divers take a video of the inside and provide that to the city at the end of the day. Member Sterner motioned, seconded by Member Quiram, to approve the price at \$2,765 to Liquid Engineering. Ayes: Sterner, Mundt, Schulz, Utter, Quiram. Nays: None Motion carried.

Clerk Report: Discuss/Consider February Financial Statements—Tabled per Mitch request:

Discuss/Consider Approval of Clerk to attend IMFOA and User Conference: Member Quiram motioned, seconded by Member Mundt, to approve the clerk's attendance to the GWorks (Formerly Data Tech) Software update conference April 10th; and attendance to Iowa Municipal Finance Officer Assoc. conference April 10th-12th in Des Moines. Ayes: Utter, Quiram, Sterner, Mundt, Schulz Nays: None Motion carried.

Discuss/Consider Approval Rec. 2019-16 for Records Retention Manual: Clerk explained the city staff follows the Retention Manual that the Iowa League of Cities published. Auditors suggested the city adopt their own manual and retention policy. Member Mundt motioned, seconded by member Sterner, to approve Res. 2019-16 for the record retention manual. Ayes: Sterner, Mundt, Schulz, Utter, Quiram Nays: None Motion carried.

Approval Res. 2019-17 Approval of updated ID Theft Manual (required for Utilities): Clerk explained all municipal utilities are required to comply with the Red Flag Rule issued by Federal Agencies to protect personal information; and provide procedures to detect, prevent, and mitigate identity theft. Member Sterner motioned, seconded by Member Mundt, to approve the Res. 2019-17 and the updated ID Theft Manual. Ayes: Quiram, Sterner, Utter, Schulz, Mundt Nays: None Motion carried.

Saving Lives with numbers update-number designs: Nate Werner provided several samples of house numbers from metal to plastic. He also provided samples from Letters and Numbers Company out of

Newton, Iowa. These are 5 ½ inches in height, light reflective, and attach by adhesive peel and stick. The material is a flexible PVC and reflects light. The attractiveness of this product is that no screws or nails need to be used. The numbers are guaranteed for one year, and in fifty below temperatures. The numbers must be installed on a flat surface. The owner of the company is offering the numbers in the three colors of White, Gold and Black at half price since it is an Eagle Scout project. The letters will be sent out by April 1 to the property owners of homes not properly displaying house numbers. With no other business before council, meeting was adjourned at 6:23 p.m.

 Scott Spengler, Mayor

ATTEST:

 Deana Cavin, City Operations Officer/Clerk

City of Durant	Claims List 3-11-2019	
Vendor Name		
Advocate News	CH-Publishing	663.74
Airgas USA LLC	CC bar rent CO2 cylinders	16.65
Alliant Energy	Scott Co Electric-Wa tower & Lift station	269.15
Apex Ink & Apparel Inc	Tappendorf shirts (4)	50.00
Blue Tarp Financial Inc	Fire-charger & worklight	158.99
Brockway Land Planning Assoc	Consulting Fees	1215.00
Central City Electric Inc	WWTP-Replace wall packs w/LED	2100.00
Central States H & W Funds	Health & Life Insurance	10168.20
Cintas Corporation #342	Shop towels & CH mats	127.86
City of Durant	Water	1238.20
Compass Minerals America	Roads-salt (25.19 ton)	1930.81
Culligan-Quad Cities	Distilled water	43.95
Dell Marketing LP	Police-Latitude 14 Rugged 5414	2445.40
Durant Municipal Electric	Electric	5246.58
Durant Post Prom	CC deposit refund	125.00
EFTPS	Fed/Fica Tax	8191.40
Gloria Dei Lutheran Church	CC deposit refund	250.00
IAWEA	SW-register region 6 mtg	180.00
Iowa Association Municipal Utilities	Eiasso dues Mar-May 2019	248.06
IPERS	IPERS	1200.15
Iowa State University	2019 GTSB conference-Meier	50.00
JAE Properties Inc	TIF rebate Yr 9 Pymt 2	32769.00
Jeff's Market	Misc supplies & CC bar liquor	315.62
Liberty Trust & Savings Bank	ACH fees	53.36
MSA Professional Services Inc	Eng Fees- Yankee Ave wa/sw ext study	4590.00
North Central Laboratories	WWTP lab supplies	215.03
NWTF	CC deposit refund	250.00
Oveson Refuse & Recycling LLC	March GB service & stickers, PW dumpster	12006.00

Postmaster	Wa billing postage & annual box fee	316.04
Price Oil Co Inc	Fuel	1675.14
Rajceвич, Amber	CH-website maintenance	250.00
Ron Alpen Ford Inc	13 Explorer brake repair	60.00
Sprague Law PC	Legal Fees 10-16-18 to 2-15-19 & 8th Street	5468.00
Staples	Office supplies	1150.07
Teamsters Local Union #238	Union Dues	170.50
The American Bottling Company	Pop & water community visioning	184.20
Thompson Truck & Trailer Inc	Battery box cover & filters (2)	290.44
Treasurer State of Iowa	Sales & WET tax, water refund checks	2007.43
UPS	Postage to return part to ODB	30.10
US Postal Service	Personalized stamped envelopes	940.00
Van Sloten, Kiley	CC deposit refund	250.00
Verizon Wireless	Telephones, internet, cell, hotspot, GIS, IT	716.57
WEX Bank	Fuel	874.63
Payroll		14652.15
Total		115,153.42

Fund Totals	
General	55,552.54
Road Use Tax	6,989.96
Tax Increment Financing	32,769.00
Fire Department	1,096.93
Capital Project Fund	418.00
Water	5,529.93
Sewer	12,797.06
Total	115,153.42

February 2019 Revenues	
General	79903.66
Road Use Tax	19808.47
Durant LOSST (75% Share)	8718.93
Special Levy (Emp Ins)	551.02
Urban Renewal Fund (TIF)	892.18
Fire Fund	3017.90
Debt Service	2576.04
Water	29376.24
Wa Rev Bond Sinking Fund	6806.00
Sewer	61443.86
SW Rev Bond Sinking Fund	29,272.71
Total	242,367.01