

**City of Guttenberg**  
**Regular City Council Meeting**  
**January 09, 2023**

The Guttenberg, Iowa City Council met in regular session Monday, January 09, 2023, at 6:00 P.M. in the Municipal Building City Council Chambers. Mayor Fred Schaub presided with Jane Parker, Austin Greve, Michelle Geuder, Mandy Ludovissy, Steve Bahls present.

Guests: Steve Thompson, Amelia Thompson, Tashawn Vance, Darla Kelchen, Julia & Todd Lammers, Al Troester, Shaun Nelson, Tina Boyer, Derek Chambers, Mike & Tonya Schaefer, Susie Nehls, Brandie Tomkins, Roy Blair, and Chad Van Daele.

Parker made a motion approve the agenda. Greve seconded. Ayes: Bahls, Greve, Parker, Geuder and Ludovissy. Nays: 0. Motion carried.

Bahls made a motion to approve the Consent Agenda. Greve seconded. Ayes: Bahls, Greve, Ludovissy, Parker and Geuder. Nays: 0. Motion carried.

Approved by Consent Agenda vote:

- a) Approve Minutes of Regular Meeting – 12/12/2022
- b) Bills & Claims.

VENDOR	REFERENCE	AMOUNT	CHECK #
ACCESS SYSTEMS	LIBRARY COPIES	32.41	55391
ACCESS SYSTEMS	COPIER 2923B/928C	92.30	55396
AFLAC	EMPL SUPLMTL INS	85.42	55397
AIRGAS USA LLC	CYLINDER RENTAL	70.23	55358
ALPINE COMMUNICATIONS	PHONE SERVICE	1,535.59	55377
ALPINE COMMUNICATIONS	PHONE SERVICE	79.60	55392
SYNCB/AMAZON	LIBRARY SUPPLIES	67.69	55398
AMERICAN UNITED LIFE INS CO	EMPL LIFE INS BENEFIT	376.00	55378
AUTOTEK SERVICE CENTER, INC	VEHICLE REPAIRS - PD	3,913.60	55399
AVALON SERVICE CENTER	DUMP TRAILER	19,045.00	55359
AXON ENTERPRISE, INC.	TASERS - PD	7,421.91	55400
BAKER & TAYLOR	BOOKS	54.06	55401
BLACK HILLS ENERGY	GAS UTILITIES	6,650.25	55379
BROWN'S SALES & LEASING	OIL CHANGE - 19 F350	147.62	55360
BROWN'S SALES & LEASING	OIL CHANGE - 19 F250	168.88	55380
BROWN'S SALES & LEASING	REARVIEW MIRRORS - RU	440.00	55402
ROGER BUTZ	REFUND MARINA BLDG RENT	50.00	55403
DEREK CHAMBERS	REIMB MILEAGE	23.75	55404
CLAYTON COUNTY DEV GROUP	ANNUAL MEMBERSHIP 22/23	1,800.00	55405
CLAYTON COUNTY LIBRARY ASSOC	APOLLO RENEWAL	1,110.00	55406
CRANK'S TREE SERVICE	TREE TRIMMING	1,560.00	55407
CULLIGAN	BOTTLED WATER SHOP	28.00	55361
DEL-CLAY FARM EQUIPMENT	WHEEL FOR MULE	289.98	55408
DELTA DENTAL OF IOWA	VISION/DENTAL INS JAN 23	310.70	ACH
DES MOINES STAMP MFG	HD DATER STAMP	68.00	55409

DOLLAR GENERAL	OFFICE SUPPLIES	105.40	55410
DRIVE LINE INC	SHOP SUPPLIES	12.00	55411
EMPLOYEE BENEFIT SYSTEMS	HRA FEES	2,529.61	ACH
EMPLOYEE BENEFIT SYSTEMS	HRA ADMIN FEES	120.00	ACH
EDGEWOOD AUTO & TIRE	VEHICLE REPAIRS - RU	1,204.76	55412
EFTPS	FED/FICA TAX	18,297.01	ACH
EMERGENCY APPARATUS MAINT, INC	MAINT FD VEHICLES	12,604.37	55362
EUROFINS ENVIR TESTING NC,LLC	TESTING/WWTR	843.92	55413
FASSBINDER SMALL ENGINES	GENERATOR REPAIRS	103.50	55414
FLETCHER REINHART CO	ELECTRIC SUPPLIES	283.57	55363
FORTE	ACH FEES - FRONTDESK PAYMENTS	181.58	ACH
FRATERNAL ORDER OF EAGLES	ENERGY REBATE - LED LIGHTS	30.00	55415
JOHN GAICH	UMD REFUND	50.00	55416
GARNAVILLO OIL, INC	DIESEL FUEL - 362.1 GALLONS	1,572.08	55417
GLENN'S LOCK AND KEY	REKEY PD DOOR	58.25	55418
GUTTENBERG CHAMBER OF COMMERCE	MONTHLY DONATION/BANQUET	1,307.00	55419
GUTTENBERG PRESS, INC	PUBLICATION/NOTICES	338.59	55420
GUTTENBERG RETAILERS	RETIREMENT GIFT - DW	180.00	55393
GUTTENBERG ROTARY CLUB	2023 MEMBERSHIP FEE	135.00	55364
GUTTENBERG CITY UTILITY ACCTS	METER DEPOSIT APPLIED	370.00	55421
HACH COMPANY	POCKET PRO+, PH REPL. SENSOR	161.59	55365
HACKER, NELSON & CO, PC	ANNUAL EXAM FY22	5,150.00	55422
HAWKINS, INC	AZONE/LPC-4 - WATER CHEMICALS	1,045.72	55423
HEFEL PORTABLE SERVICES, LLC	PORTABLE RESTROOMS	570.00	55424
KARI HOYHEIM	REIMB CAFE PLAN EXPENSES FY23	23.32	55425
IA CODIFICATION INC	NOV 2022 SUPPLEMENT	85.00	55426
IA DEPT PUBLIC SAFETY	TERMINAL BILLING - JAS 2022	300.00	55427
IA ONE CALL	LINE LOCATES	32.40	55428
IA PRISON INDUSTRIES	GOLF CART PERMITS - 2023	214.50	55429
IPERS	IPERS - REGULAR	11,736.76	ACH
JEFF'S AUTO SERVICE	TIRES FOR 21 TAHOE	747.86	55430
JOHN DEERE FINANCIAL	CLOTHING ALLOWANCE - BS	83.96	55366
JOHN DEERE FINANCIAL	CLOTHING ALLOWANCE - DP	241.98	55431
KLUESNER SANITATION, LLC	SOLID WASTE REMOVAL	16,757.00	55432
KLUESNER CONSTRUCTION, INC	REPAIR HOLES - WTR PROJECT	16,152.00	55381
KN SMALL ENGINES & RENTAL EQUI	MOWER REPAIRS	2,044.06	55433
KUEMPEL HARDWARE INC	OPERATING SUPPLIES	383.75	55434
KWIK TRIP INC. - CREDIT DEPT.	FUEL	1,932.96	55367
LYNCH DALLAS, P. C.	LEGAL FEES	5,821.50	55435
MA'S DAYCARE	GAX #3 20-CVN-067	5,520.00	55436
MARTIN EQUIPMENT IA-IL	LOADER PARTS	854.14	55382
MERLO CREATIONS	ELECTRIC SHIRTS - BS	75.00	55368
MEUSER LUMBER CO	OPERATING SUPPLIES	21.77	55437
MEYER COLLISION & SERVICE CNTR	BRAKE PADS/ROTORS - 14 F150	396.29	55438
MICROBAC LABORATORIES, INC.	TESTING - WATER	44.00	55369

MICROBAC LABORATORIES, INC.	TESTING - WATER	44.00	55439
MORTON SALT, INC.	BULK SALT - SNOW REMOVAL	2,335.29	55440
MUNICIPAL SUPPLY INC	9S ELECRTIC METERS - 4	1,460.00	55370
MUNICIPAL SUPPLY INC	2S STRATUS IQ NET METERS - 4	428.60	55441
NAPA AUTO PARTS	BACKUP CAMERA KIT/LED WORK LAM	456.03	55371
NAPA AUTO PARTS	ARMORALL/DEF	47.49	55442
NEW YORK LIFE INS CO	EMPL LIFE INS DEDUCTS	29.80	55383
PLATINUM TRUCK & EQUIPMENT LLC	09 IH DIGGER DERRICK	59,472.00	55443
PORTZEN CONSTRUCTION INC	WINTERIZE POOL-16 HRS @ \$97.00	1,688.50	55384
POSTMASTER GUTTENBERG	UTILITY BILL MAILING	381.48	55387
RAUSCH PETRO LTD CO	BATTERIES TRUCK 78	537.03	55444
RELIABLE TECHNOLOGY INC	FIREWALL UNIT FAILURE/REPAIRS	1,545.00	55445
RESALE POWER GROUP OF IOWA	WHOLESALE POWER/SUBSTATION RNT	133,163.10	55446
RUSS LOVEN DONOR ADVISED FUND	MEMORIAL GIFT	25.00	55447
SANDRY FIRE SUPPLY	STRUCTURAL BOOTS	512.25	55385
SCHUSTER & MICK LAW OFFICE	LEGAL FEES	164.00	55448
CATHERINE SIMON	SUPPLIES FOR LIBRARY OPEN HSE	84.45	55449
STATE WITHHOLDING	STATE TAXES	2,908.00	ACH
STOREY KENWORTHY	JANITORIAL SUPPLIES - LIB	86.22	55394
STOREY KENWORTHY	OFFICE SUPPLIES	5.21	55450
ERIC SULLIVAN	CHRISTMAS FAMILIES GIFTS	1,336.57	55451
TELEGRAPH HERALD	SUBSCRIPTION RENEWAL	335.50	55395
UMB BANK NA	ADMIN FEES - 2018 GO BOND	300.00	55372
UPPER EXPL REG PLANNING COMM	GRANT ADMIN FEES	1,242.23	55452
UTILITIES	CITY UTILITIES	9,567.46	55453
UTILITY SERVICE CO., INC.	QTLY MAINT - WTR TOWER	3,202.35	55454
VEENSTRA & KIMM, INC.	PROJECT ENGINEERING	10,350.00	55455
VERIZON WIRELESS	CELLPHONES/TABLETS/HOT SPOTS	393.29	55373
VERIZON WIRELESS	CELLPHONES/TABLETS/HOT SPOTS	418.97	55456
VFC DISTRIBUTORS	SOFTENER SALT	5,784.32	55386
DANNY WALKE	REIMB CAFE PLAN EXPENSES FY23	279.21	55374
WASHINGTON NAT'L INS CO.	EMPL SUPL INS	268.70	55457
WELLMARK BC/BS OF IOWA	MEDICAL INSURANCE - JAN 2023	19,376.60	55375
WELLS FARGO	OPERATING SUPPLIES	3,251.62	55458

- c) Financial Reports for December 2022.
- d) Department Reports.
- e) Simplified Renewal for Class C Retail Alcohol License with Outdoor Service and Catering Privilege for Lakeside Ballroom LLC d/b/a Lakeside Ballroom. \*\*Ownership Change
- f) Simplified Renewal for Class C Retail Alcohol License with Outdoor Service for Moonshine Real Estate LLC, d/b/a The Dam Bar.

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HEARING OF DELEGATIONS: None.

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Public Hearing regarding Ron Hoefer's request to purchase City property- Portion of Van Buren Street and adjoining alley was opened. Chad Van Daele spoke to council regarding request. Public Hearing was closed with no further comments. Bahls made a motion to approve sale of property for \$2,250.00

and Resolution No. 3360-23, A Resolution Approving the Disposal of the 33-Foot Wide Alley Adjacent to Lot 1, Lot 2 Block 145 and West 33 Feet of Van Buren Street Lying Between the North Right-of-Way Line and the South Right-of-Way Line Extended Westerly As Shown on a Charles Schecker Plat, All in the City of Guttenberg, Iowa. Parker seconded. Roll Call Vote: Ayes: Greve, Ludovissy, Parker, and Bahls. Nay: Geuder. Motion Carried.

Public Hearing regarding Amendment of Chapter 165 of the City Code regarding minimum yard requirements for detached garages was open and closed with no comments. Parker made a motion to approve the first reading of Ordinance No. 700-23, An Ordinance Amending the Code of Ordinances of the City of Guttenberg, Iowa Regarding Minimum Front, Side, and Rear Yard Requirements in the R-2 and R-3 Districts. Greve seconded. Roll Call Vote: Ayes: Greve, Geuder, Ludovissy, Parker, and Bahls. Nay: 0. Motion Carried. Greve made a motion to waive the second reading of Ordinance No. 700-23. Bahls seconded. Roll Call Vote: Ayes: Greve, Geuder, Ludovissy, Parker, and Bahls. Nay: 0. Motion Carried. Greve made a motion to approve the final reading and passage of Ordinance No. 700-23. Parker seconded. Roll Call Vote: Ayes: Greve, Geuder, Ludovissy, Parker, and Bahls. Nay: 0. Motion Carried.

Darla Kelchen with Clayton County Development spoke to the Council regarding a Marketing Partnership. Discussed CCDG Annual Report/Accomplishments. Discussed the support request for 2024 Marketing, Housing Study and Revolving Loan Fund is being established. Clayton County Development is requesting a marketing campaign pledge of \$3,000.00.

Todd and Julia Lammers were present to discuss their request to speak to the Council regarding North Bluff Street Drainage. The Lammers stated that they are concerned with getting water in their house, that there is less parking since the sale of right-of-way to the Dental Clinic, there is more pavement now instead of grass to absorb the water, there are drainage issues onto highway, lighting issues- security lights on new clinic building are too bright, and presented concerns with street being too high when it gets paved. They would like to see the street tore out and paved at the current elevation. Discussed asking Alicia at the Dental clinic to stop grading until Steve at V&K can look at it.

Shaun Nelson and Tina Boyer spoke to the Council regarding Valleyview Campground power charges. Shaun advised that he should have \$1,000.00 credit on the account per his attorney. The City Manager stated that Shaun's account payments were correct and that his account has been delinquent; all the payments he made are reflected on his utility account. The council discussed having the meter tested with possible State inspection prior to reinstalling meter. If no fault is found with the meter, a \$200 fee would be assessed to Shaun; he will let the City Staff know what he wants to do regarding the meter by Tuesday 01/10/23.

Tonya Schaefer addressed the Council regarding her request for the Community Catalyst Grant. Discussed that she bought the property in disrepair. Parker made a motion to approve the City partnering with Tonya & Mike Schaefer on Catalyst Grant Pre-Application. Geuder seconded. Vote: Ayes: Parker, Geuder, Bahls, Greve and Ludovissy. Nays: 0. Motion Carried.

Discussed Dog Park Project – licensing, vaccinations, liability and City Public Works Staff access. Bahls made a motion to approve committing the city to maintaining the Dog Park (mowing, trash, etc.) once construction is complete. The City Manager has a message into the USACE regarding installation of the fence in the floodplain. Ludovissy seconded. Vote: Ayes: Parker, Geuder, Bahls, Greve and Ludovissy. Nays: 0. Motion Carried.

Steve Thompson with V&K was present to discuss City Projects. Fifth Street project- planning April bid letting. Water Project- vibration monitoring- apply for permits, private service lines/per foot bid amount for private property owners, may include section of Prince Street Storm Sewer. Steve advised that he needs Rail Road contacts for trail project. The council discussed RAISE Grant application with City Manager and engineer. The council will consider allying in 2024.

Update was given on Nuisance properties.

Discussed gas franchise. Bahls made a motion to approve setting a 1% franchise fee. Documents will be drawn up for the February meeting. Greve seconded. Vote: Ayes: Parker, Geuder, Bahls, Greve and Ludovissy. Nays: 0. Motion Carried.

Discussed PW/Water Operator Position. Geuder made a motion to approve Kyle Zebuhr, Part-time status effective immediately, will change to Full Time on or before April 1, 2023. Will be paid at Union Wage Rate with benefits. Greve seconded. Vote: Ayes: Parker, Geuder, Bahls, Greve and Ludovissy. Nays: 0. Motion Carried.

Discussed Digger Derrick Truck purchase. Bahls made a motion to approve the purchase of the 2009 International 7300 4X4 Altec Digger Derrick Truck from Platinum Truck & Equipment Co for \$60,472.00. Parker seconded. Vote: Ayes: Parker, Geuder, Bahls, Greve and Ludovissy. Nays: 0. Motion Carried.

Discussed setting FY 2023-2024 Budget/Max Levy Public Hearing. Bahls made a motion to set \$15.67 Levy Rate with Max Levy Public Hearing to be held on 02/13/2023 at 6pm. Greude seconded. Vote: Ayes: Parker, Geuder, Bahls, Greve and Ludovissy. Nays: 0. Motion Carried.

Greve made a motion to approve Resolution No. 3361-23, A Resolution Authorizing the Execution of the Iowa Department of Transportation STBG Federal Aid Agreement. Parker seconded. Roll Call Vote: Ayes: Parker, Geuder, Bahls, Greve and Ludovissy. Nays: 0. Motion Carried.

Discussed River Front Lease Rates. Geuder made a motion to approve \$8.00 per foot lease rate for 2023 per Riverfront Advisory Board's recommendation. Bahls seconded. Vote: Ayes: Parker, Geuder, Bahls, Greve and Ludovissy. Nays: 0. Motion Carried.

Discussed Marina Slip Rates/Issues. Bahls made a motion to approve keeping the rates the same and re-evaluating in the Spring. Second by Geuder. Vote: Ayes: Parker, Geuder, Bahls, Greve and Ludovissy. Nays: 0. Motion Carried.

Discussed City Surplus Auction Bids. Greve made a motion to approve bids. Parker seconded. Vote: Ayes: Parker, Geuder, Bahls, Greve and Ludovissy. Nays: 0. Motion Carried.

Bahls made a motion to table Acuity Insurance/Myers Cox Co Property Damage Release. Greve seconded. Vote: Ayes: Parker, Geuder, Bahls, Greve and Ludovissy. Nays: 0. Motion Carried.

Reports:

- Fire Chief. Written report submitted.

- Chief of Police: Written report submitted.
- Chamber of Commerce/Community Vitality: Written report submitted.
- Mayor Report: None.
- Council Report: None.

Bahls made a motion to adjourn the meeting at 8:20 pm. Parker seconded. Council Vote: Ayes: Bahls, Greve, Parker, and Geuder. Nays: 0. Motion Carried.

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Fred Schaub, Mayor

ATTEST:

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Denise Schneider, City Manager

REVENUE

Dec-22

GENERAL	\$	110,618.22
AMBULANCE	\$	485.58
ROAD USE	\$	21,304.80
TRUST & AGENCY	\$	15,575.28
EMERGENCY	\$	1,247.16
LOCAL OPTION	\$	50,373.09
TIF 2008	\$	351.86
TIF R	\$	211.11
TIF 2003	\$	11,314.82
REVOLVING LOAN	\$	618.54
ENERGY	\$	15.00
LIBRARY TRUST	\$	30.38
DEBT SERVICE	\$	10,609.72
WATER	\$	40,971.59
SEWER	\$	46,827.21
ELECTRIC	\$	219,369.82
METER DEPOSIT	\$	810.00
EQUIPMENT	\$	71.58
STORM SEWER	\$	5,164.24
TOTAL	\$	535,970.00

EXPENDITURES

12-Jan-23

GENERAL FUND	\$	86,615.01
ROAD USE FUND	\$	15,899.62
TRUST AND AGENCY FUND	\$	2,649.61
LOCAL OPTION FUND	\$	3,500.00
DEBT SERVICE FUND	\$	300.00
CAPITAL PROJECT - PARK FUND	\$	7,500.00
CDBG WATER FUND	\$	348.01
WATER FUND	\$	31,069.88
SEWER FUND	\$	9,927.96
ELECTRIC FUND	\$	144,229.85
UTILITY METER DEPOSITS FUND	\$	420.00
EQUIPMENT FUND	\$	60,472.00
STORM SEWER FUND	\$	1,000.00
PAYROLL FUND	\$	53,691.52
TOTAL	\$	417,623.46