

**City of Guttenberg
Regular City Council Meeting
November 13, 2023**

The Guttenberg, Iowa City Council met in regular session Monday, November 13, 2023, at 6:00 P.M. in the Municipal Building City Council Chambers. Mayor Fred Schaub presided with Austin Greve, Michelle Geuder, Jane Parker, Steve Bahls and Mandy Ludovissy were present. Absent: None.

Guests: Ryan Hosch, Joe Zittergruen, Brandie Tomkins, Derek Chambers, Ann Moore, Jennifer Lake, Jeremy Nieland and Dan & Lori Gansen.

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

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

Approved by Consent Agenda vote:

- a) Approve Minutes of Regular Meeting – 10/09/2023, Special Meeting- 10/27/2023
- b) Bills & Claims.

VENDOR	REFERENCE	AMOUNT	CHECK #
ACCESS SYSTEMS	LIBRARY COPIER BASE/COPIES	190.01	56780
AFLAC	EMPL SUPLMTL INS	364.65	56752
AFLAC	EMPL SUPLMTL INS	364.65	56769
AGMERICA LLC	TOPSOIL	900.00	56753
AIRGAS USA LLC	CYLINDER RENTAL	96.68	56754
ALPINE COMMUNICATIONS	PHONE SERVICE	1598.26	56755
ALPINE COMMUNICATIONS	PHONE SERVICE	84.36	56770
AMERICAN TEST CENTER	TESTING-BKT TRK/DGR DRK/HT STK	1139.55	56771
AMERICAN UNITED LIFE INS CO	EMPL LIFE INS BENEFIT	399.50	56772
LISA ATHERTON	METER DEPOSIT REFUND	385.00	56781
AUTOTEK SERVICE CENTER, INC	MOUNT/BALANCE TIRES-21 TAHOE	210.40	56782
BAKER & TAYLOR	BOOKS	105.77	56783
BENDER FOODS	BOTTLED WATER/ICE - ELEC	36.86	56784
BLACK HILLS ENERGY	GAS UTILITIES	1013.65	56773
JAMIE BLUME	REIMB MILEAGE - BUDGET WRKSH	103.49	56785
BOB'S LAWN CARE	LIBRARY LAWN SPRAY/DUWE/VETS	210.00	56786
BROWN'S SALES & LEASING	VEHICLE MAINT - FD	320.74	56787
BUG BUSTERS	PEST CONTROL	170.00	56788
CLAYTON CNTY LAW ENFORCEMENT	VR TRAINING - 6 OFFICERS	120.00	56789
CRESCO PUBLIC LIBRARY	REIMB HOTEL - ILA CONFERENCE	139.52	56790
CULLIGAN	BOTTLED WATER SHOP	37.50	56756
CULLIGAN	BOTTLED WATER SHOP	37.50	56791

DEL-CLAY FARM EQUIPMENT	FILTER/OIL - RU	147.56	56792
DELTA DENTAL OF IOWA	DENTAL INS NOV 2023	510.98	ACH
DEMCO	LIB OPERATING SUPPLIES	56.56	56793
DENTONS DAVIS BROWN PC	LEGAL FEES	5331.00	56757
DRIFTWOOD DINER	RLF LOAN	35000.00	56861
DRIVE LINE INC	TORNADO - 1.8 CU YD	7979.75	56794
DUBUQUE CITY TREAS OFFC	TESTING - WTR	44.00	56795
DUBUQUE FIRE EQUIP, INC	EXTINGUISHER MAINTENANCE	2411.30	56796
EMPLOYEE BENEFIT SYSTEMS	HRA FEES	7818.07	ACH
EFTPS	FED/FICA TAX	28577.14	ACH
CONSOLIDATED ELECTRICAL DISTR	GENERATOR MAINTENANCE	4615.00	56797
EUROFINS ENVIR TESTING NC,LLC	TESTING - WWTR	423.47	56774
EUROFINS ENVIR TESTING NC,LLC	TESTING - WWTR	507.67	56798
FASSBINDER SMALL ENGINES	SHARPEN CHAIN - ELEC	10.00	56799
FEHR GRAHAM ENG	GIS UPDATES/ZONING MAPS	47.50	56800
FLETCHER REINHART CO	ELECTRIC SUPPLIES	4739.05	56801
MARSHA FOSS & RUTH HORSTMAN	METER DEPOSIT REFUND	550.00	56802
JEFF FRIEDLEIN	ROCK	580.54	56803
GAMETIME	ADAPTIVE SWING HARNESS	261.67	56758
GARNAVILLO OIL, INC	DIESEL FUEL	2537.35	56804
GORDON FLESCH COMPANY INC	IR ADVANCE DX C5850I COPIER	9943.86	56805
GUTTENBERG CHAMBER OF COMMERCE	BUDGETED MONTHLY DONATION	1666.67	56806
GUTTENBERG PRESS, INC	PUBLICATIONS/NOTICES	588.20	56807
GUTTENBERG RETAILERS	EMPL SAFETY INCENTIVES	290.00	56767
GUTTENBERG CITY UTILITY ACCTS	DEPOSITS APPLIED	635.00	56808
GWORKS	SOFTWARE LICENSE/SUPPORT	12632.00	56809
CHAD & KARI HARBAUGH	METER DEPOSIT REFUND	53.00	56810
HAWKINS, INC	CHEMICALS - WTR/WWTR	949.70	56811
HEFEL PORTABLE SERVICES, LLC	PORTABLE RESTROOMS	704.43	56812
HINZMAN FEED/LAWN CARE	GRASS SEED - PARK/FLOOD	420.00	56813
RON & SUE HOEFER	METER DEPOSIT REFUND	385.00	56814
KARI HOYHEIM	REIMB CLOTHING ALLOWANCE	192.97	56759
IA DEPT OF NATURAL RESOURCES	WATER TREATMENT TEST FEE - KZ	31.50	ACH
IA DEPT REVENUE & FINANCE	SALES/L OPT/USE TAXES SEPT 23	7977.79	ACH
IA DEPT REVENUE & FINANCE	WATER EXCISE TAX SEPT 23	2444.55	ACH
IA PRISON INDUSTRIES	CONCRETE BASES - SIGNS	51.75	56760
IA PRISON INDUSTRIES	REFLECTOR STRIPS-COMM SHED	121.40	56815
IA RURAL WATER ASSOC	MEMBERSHIP 2024	355.00	56816
IOWA UTILITIES BOARD	REMAINDER DIRECT ASSMNT FY23	713.00	56817
IPERS	IPERS - REGULAR	12860.53	ACH
J & R SUPPLY INC	WATER MARKER BLUE DECAL	240.00	56818

ADAM JAEGER	METER DEPOSIT REFUND	460.00	56819
KANN MFG CORP	FLOOR GRATES - SHOP	614.07	56775
KLUESNER SANITATION, LLC	SOLID WASTE REMOVAL	14594.00	56820
KOPPERS UTILITY & INDUST PROD	CLASS 3 POLES - 23	16882.00	56821
PAUL KREGEL	VA INSTALLATION	225.00	56761
KUEMPEL HARDWARE INC	OPERATING SUPPLIES	556.09	56822
KWIK TRIP INC. - CREDIT DEPT.	FUEL	2333.68	56762
LYNCH DALLAS, P. C.	LEGAL FEES	7647.00	56823
MJ ELECTRIC	ELECTRIC SYSTEM UPDATES	120081.08	56824
MA'S DAYCARE	GAX #15 20-CVN-067	4373.00	56776
MEUSER LUMBER CO	OPERATING SUPPLIES	1665.70	56825
MEYER COLLISION & SERVICE CNTR	VEHICLE MAINTENANCE	1828.80	56826
RUSS MEYER	ENERGY REBATE - A/C	200.00	56827
MICROBAC LABORATORIES, INC.	TESTING - WATER	286.75	56828
MORTON SALT, INC.	SALT - SNOW REMOVAL	2417.38	56829
MOSER MECHANICAL	FURNACE - CITY SHOP	2808.00	56763
MOSER MECHANICAL	125,000 BTU 95% FURNACE-SHOP	4851.00	56830
MUNICIPAL SUPPLY INC	WATER METERS/SMART POINTS	2061.20	56831
NAPA AUTO PARTS	NAF 2.5 DEF - RU	89.94	56832
NE IA COMM ACTION CORP	BUDGETED DONATION FY24	1817.00	56833
MARK & ABIGAIL NOACK	METER DEPOSIT REFUND	205.00	56834
PALMER HARDWARE	AIR COMPRESSOR RENTAL	150.00	56835
PETTY CASH FUND	OPERATING SUPPLIES/POSTAGE-LIB	114.29	56777
PRESS PRINTS	CLOTHING ALLOWANCE-NS	446.00	56836
QUALITY FLOW IOWA, INC	LIFTSTATION SVC/REPAIRS	2765.00	56837
RAUSCH PETRO LTD CO	TIRE REPAIR - PD	25.00	56838
RELIABLE TECHNOLOGY INC	NETWORK COMPUTER SET-UP	910.00	56839
JJ ROCHFORD	ENERGY REBATE - REMAIN. WINDOW	200.00	56840
RESALE POWER GROUP OF IOWA	WHOLESALE POWER/SUBSTATION RNT	128586.21	56778
S R CUSTOM METAL RAILINGS LLC	RAILING - REC STEPS	912.50	56841
SANDRY FIRE SUPPLY	FD EQUIPMENT	1548.78	56842
SCHMITZ JANITORIAL SUPPLY	JANITORIAL SUPPLIES	88.00	56843
SCHUSTER & MICK LAW OFFICE	LEGAL FEES	572.00	56844
CATHERINE SIMON	REIMB MILEAGE - DBQ/MANCHSTR	106.74	56845
SJ ELECTRO SYSTEMS INC.	ICONTROL SUBSCRIPTION - OND 23	321.00	56846
SOLUTIONS BY MARK, LLC	LIBRARY EQUIP/SET-UP	5473.35	56847
STATE WITHHOLDING	STATE TAX	2668.29	ACH
STOREY KENWORTHY	LIB. JANITORIAL SUPPLIES	198.10	56848
TERRY DURIN CO	REPLACEMENT GLOBES	807.46	56764
TERRY DURIN CO	ELECTRIC SUPPLIES	833.53	56849
UNITYPOINT CLINIC-OCC MED	RANDOM SCREENING	42.00	56850

UNIVERSAL ELECTRIC SUPPLY	ELECTRICAL SUPPLIES	1965.44	56851
UTILITIES	CITY UTILITIES	9122.19	56852
UTILITY SALES & SERVICE, INC.	ELECTRIC VEHICLE - HI RANGER	199246.00	56853
UTILITY SERVICE CO., INC.	QTLY MAINT - WTR TOWER	3202.35	56854
VEENSTRA & KIMM, INC.	ENGINEERING FEES	22337.20	56855
WASHINGTON NAT'L INS CO.	EMPL SUPL INS	710.40	56765
WASHINGTON NAT'L INS CO.	EMPL SUPL INS	710.40	56856
WELLMARK BC/BS OF IOWA	MEDICAL INSURANCE	21815.16	56779
WELLS FARGO	OPERATING SUPPLIES	2586.42	56766
WELLS FARGO	OPERATING SUPPLIES	3863.09	56857
BARB WESTHOFF	BURIAL	1600.00	56858
WINEGAR WORKS, INC	MOVE COURTESY DOCKS TO BUSSEY	300.00	56859
ZARNOTH BRUSH WORKS INC	GUTTER BROOM - STREET SWEEPER	167.50	56860

- c) Financial Reports for October 2023.
- d) Department Reports.
- e) Simplified Renewal for Class E Retail Alcohol License for Casey's Marketing Company d/b/a Casey's General Store.
 - a) Simplified Application for Class C Retail Alcohol License for Olive or Twist LLC d/b/a Olive or Twist LLC

HEARING OF DELEGATIONS: None.

Ryan Hosch from V&K spoke to council regarding City Projects. North 5th Street project, sent updates/pictures to DOT for approval. Water Improvement Project, updated service line information with Dan. Need to obtain a permit from the DNR, possible bidding in January. Discussed bridge inspection, should be completed for both bridges soon. Discussed Big Springs – project ceased, but V&K needs to send out a final billing to close out project. Discussed stopping the Storm Sewer project. Discussed cancelling the bioswale project. Ryan reported that he has discussed water service needs with the GEIDC for the new building.

Discussed nuisance issues. Rodenberg property, cleanup in progress. Schmitt property is an ongoing project.

Discussed pillars on Schiller Street. No action was taken.

Discussed 310th St. gate, discussed reaching out to gate owner to see if he is interested in purchasing city property including gate.

Discussed Miners Creek underground electric. Include this project in the FY 25 budget.

Dan Gansen requested to address Council regarding his property on River Park Drive and the letter that was sent to him. Discussed that the pillars and deck can remain the same. Discussed if the rocks start crumbling off of the posts, then it will need replaced.

Jeremy Nieland and Jennifer Lake addressed Council regarding his utility account. Discussed the utility account. Jennifer requested verification that a cash payment made on August 11, 2023 in the amount of \$179.44 was applied to the account. Discussed confusion with the messaging from Front Desk. City office staff will reach out to gWorks to see if notations can be added to these automatic emails regarding the charge applied to the account that triggers the email notification. Office staff will confirm the cash payment that was made was applied to the utility account and send information to Council and Jeremy Nieland.

Brandie Tomkins/Community Vitality and Chamber Director discussed holiday lighting contest. Greve made a motion to approve the holiday lighting request with the same pay-outs as last year. Parker seconded. Ayes: Parker, Bahls, Greve, Ludovissy, and Geuder. Nays: 0. Motion carried. Discussed two applications for the Business Accelerator Incentive. Bahls made a motion to approve the incentive payments at \$500.00 each. Parker seconded. Ayes: Parker, Bahls, Greve, Ludovissy, and Geuder. Nays: 0. Motion carried.

Parker made a motion to approve Resolution No. 3392-23, A Resolution to Appoint a Representative and Alternate Representative to the Clayton County E-911 Service Board, primary representative, Joe Zittergruen and Austin Greve as alternate representative. Bahls seconded. Roll Call Vote: Ayes: Parker, Bahls, Greve, Ludovissy, and Geuder. Nays: 0. Motion carried.

Bahls made a motion to approve Resolution No. 3393-23, A Resolution Authorizing the Execution of the City of Guttenberg, Iowa Procurement Policy Addendum. Parker seconded. Roll Call Vote: Ayes: Parker, Bahls, Greve, Ludovissy, and Geuder. Nays: 0. Motion carried.

Greve made a motion to approve Resolution No. 3394-23, A Resolution Approving the City of Guttenberg 2023 Annual Financial Report for Fiscal Year Ended June 30, 2023. Ludovissy seconded. Roll Call Vote: Ayes: Parker, Bahls, Greve, Ludovissy, and Geuder. Nays: 0. Motion carried.

Bahls made a motion to approve Resolution No. 3395-23, A Resolution to Approve the Street Finance Report for Fiscal Year Ending June 30, 2023. Greve seconded. Roll Call Vote: Ayes: Parker, Bahls, Greve, Ludovissy, and Geuder. Nays: 0. Motion carried.

Greve made a motion to approve Resolution No. 3396-23, A Resolution Approving the City of Guttenberg 2023 Annual Urban Renewal Report for Fiscal Year Ended June 30, 2023. Parker seconded. Roll Call Vote: Ayes: Parker, Bahls, Greve, Ludovissy, and Geuder. Nays: 0. Motion carried.

Discussed date/time for FY 2024-2025 Budget Workshop. Budget Workshop set for November 28, 2023 at 5pm in the Council Chambers.

*Conflicts were discovered after the council meeting and the Budget Workshop date will be changed to November 29, 2023.

Discussed 2024 Marina Leases. Bahls made a motion to reinstate early payment discount. Geuder seconded. Ayes: Parker, Bahls, Greve, Ludovissy, and Geuder. Nays: 0. Motion carried. Discussed having mooring dolphins in next fiscal year budget pending grant funds to support the project. Brandie Tomkins will begin seeking funding opportunities.

Discussed Channel 6 equipment. Equipment will cost \$13,516; software is \$12,450 and has an annual fee of \$2,700. Can rebroadcast churches live stream, will still livestream council meetings but have more options for viewing. Bahls made a motion to approve purchasing new Channel 6 equipment. Parker seconded. Ayes: Parker, Bahls, Greve, Ludovissy, and Geuder. Nays: 0. Motion carried.

Parker made a motion to approve the Voluntary Resignation and Release of Claims agreement from Denise Schneider. Geuder seconded. Ayes: Parker, Bahls, Greve, Ludovissy, and Geuder. Nays: 0. Motion carried.

Greve made a motion to approved Resolution No. 3397-23, A Resolution Authorizing Signatures for Banking and Investment Purposes. Bahls seconded. Roll Call Vote: Ayes: Parker, Bahls, Greve, Ludovissy, and Geuder. Nays: 0. Motion carried.

Bahls made a motion to approve Resolution No. 3398-23, A Resolution Authorizing A City of Guttenberg Revolving Loan Fund Loan to Driftwood Diner, LLC for Purposes of Economic Development and for payment of said loan funds to Driftwood Diner. Parker seconded. Ayes: Parker, Bahls, Greve, Ludovissy, and Geuder. Nays: 0. Motion carried.

Discussed Meet & Greet for incoming and outgoing Council & Hospital Board members and swearing in prior to the Council meeting. A public meet & greet will be held at 5:30pm on December 11, 2023.

Discussed levee walk-through updates. Public Works will keep an eye on levee and replace rip rap as needed.

Reports:

- Fire Chief. Written report submitted.
- Chief of Police: Written report submitted. Discussed COPs grant was turned down, new squad may be here by February.
- Chamber of Commerce/Community Vitality: Written report submitted.
- Mayor Report: Blake Stannard promoted to Electric Superintendent.
- Council Report: Electric at Triangle Park. Welcome signs need attention.

Greve made a motion to adjourn the meeting at 7:15 pm. Parker seconded. Council Vote: Ayes: Bahls, Greve, Ludovissy, Parker and Geuder. Nays: 0. Motion Carried.

Fred Schaub, Mayor

ATTEST:

Jamie Blume, Assistant City Manager

REVENUE	
Oct-23	
GENERAL	\$ 354,948.81
AMBULANCE	\$ 69.45
ROAD USE	\$ 20,522.70
TRUST & AGENCY	\$ 175,218.87
EMERGENCY	\$ 9,587.57
LOCAL OPTION	\$ 21,850.06
REVOLVING LOAN	\$ 605.72
ENERGY	\$ 15.00
LIBRARY TRUST	\$ 31.90
DEBT SERVICE	\$ 87,264.98
CEMETERY PERPETUAL CARE	\$ 303.58
WATER	\$ 43,268.08
SEWER	\$ 48,370.79
ELECTRIC	\$ 250,204.32
METER DEPOSIT	\$ 2,090.00
STORM SEWER	\$ 5,268.07
TOTAL	\$ 1,019,619.90

EXPENDITURES	
13-Nov-23	
GENERAL FUND	\$ 76,758.27
ROAD USE FUND	\$ 23,799.58
TRUST AND AGENCY FUND	\$ 7,818.07
LOCAL OPTION FUND	\$ 584.98
REVOLVING LOAN FUND FUND	\$ 35,000.00
CAP PROJECT - STREETS FUND	\$ 4,517.20
CDBG WATER FUND	\$ 17,820.00
WATER FUND	\$ 19,783.36
SEWER FUND	\$ 14,241.88
ELECTRIC FUND	\$ 457,983.07
UTILITY METER DEPOSITS FUND	\$ 2,673.00
EQUIPMENT FUND	\$ 33,759.29
STORM SEWER FUND	\$ 103.74
PAYROLL FUND	\$ 68,981.70
TOTALS	\$ 763,824.14

