

**City of Guttenberg
Regular City Council Meeting
December 11, 2023**

The Guttenberg, Iowa City Council met in regular session Monday, December 11, 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, Tom Pittman, Callen Geuder, Raj Rajan with SOO Green, Jim Osterhaus and Patty Schwarz.

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

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

Approved by Consent Agenda vote:

- a) Approve Minutes of Regular Meeting – 11/13/2023, Special Meeting- 11/29/2023
- b) Bills & Claims.

| VENDOR | REFERENCE | AMOUNT | CHECK # |
|-------------------------------|------------------------------|-------------|---------|
| ACCESS SYSTEMS | LIBRARY COPIES | \$49.20 | 56888 |
| AFLAC | EMPL SUPLMTL INS | \$364.65 | 56889 |
| AIRGAS USA LLC | CYLINDER RENTAL | \$98.68 | 56862 |
| ALPINE COMMUNICATIONS | PHONE SERVICE | \$1,600.95 | 56884 |
| ALPINE COMMUNICATIONS | PHONE SERVICE | \$87.01 | 56890 |
| ALTEC INDUSTRIES, INC | VEHICLE MAINT - BUCKET TRUCK | \$2,061.21 | 56891 |
| AMERICAN UNITED LIFE INS CO | EMPL LIFE INS BENEFIT | \$164.50 | 56879 |
| AUTOTEK SERVICE CENTER, INC | VEHICLE MAINT - JD LOADER | \$786.21 | 56892 |
| BAKER & TAYLOR | BOOKS | \$1,040.27 | 56893 |
| BLACK HILLS ENERGY | GAS UTILITIES | \$1,542.24 | 56885 |
| BODENSTEINER IMPL. INC | VEHICLE MAINT | \$364.21 | 56894 |
| ANDY BURNS | UTILITY CREDIT REFUND | \$9.50 | 56895 |
| CLAYTON COUNTY LIBRARY ASSOC | APPOLLO RENEW/UNBOUND ENHNCD | \$1,550.00 | 56896 |
| DELTA DENTAL OF IOWA | DENTAL INS DEC 2023 | \$475.36 | ACH |
| DENTONS DAVIS BROWN PC | LEGAL FEES | \$1,922.00 | 56897 |
| DOLLAR GENERAL | OFFICE SUPPLIES | \$26.95 | 56863 |
| DRIFTWOOD DINER | BUSINESS ACCELERATOR GRANT | \$500.00 | 56886 |
| EMPLOYEE BENEFIT SYSTEMS | HRA FEES | \$5,297.05 | ACH |
| EFTPS | FED/FICA TAX | \$45,484.93 | ACH |
| ESSER'S CLOTHING | CLOTHING ALLOWANCE - SB | \$121.00 | 56898 |
| EUROFINS ENVIR TESTING NC,LLC | TESTING - WWTR | \$560.43 | 56899 |
| FASSBINDER SMALL ENGINES | SAW CHAIN | \$25.14 | 56900 |

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|--------------------------------|--------------------------------|-------------|-------|
| FLETCHER REINHART CO | ELECTRIC SUPPLIES | \$1,414.56 | 56864 |
| GORDON FLESCH COMPANY INC | COPIES 11/8/23 - 12/7/23 | \$87.42 | 56865 |
| GRAINGER | SOLENOID VALVE - WATER | \$194.38 | 56901 |
| GUTT CHAMBER OF COMMERCE | BUDGETED MONTHLY DONATION | \$1,666.66 | 56902 |
| GUTTENBERG MUNICIPAL HOSPITA | RANDOM SCREENING - BS | \$80.00 | 56866 |
| GUTTENBERG PRESS, INC | ADS/NOTICES | \$601.38 | 56903 |
| GUTTENBERG RETAILERS | EMPL SAFETY INCENTIVE | \$280.00 | 56867 |
| GUTTENBERG RETAILERS | MARINA ASSISTANCE | \$100.00 | 56904 |
| GUTTENBERG CITY UTILITY ACCTS | METER DEPOSITS APPLIED | \$500.00 | 56905 |
| GWORKS | SOFTWARE LICENSE/SUPPORT | \$371.00 | 56880 |
| HACKER, NELSON & CO, PC | ANNUAL EXAM FY23 | \$5,350.00 | 56906 |
| HEFEL PORTABLE SERVICES, LLC | PORTABLE RESTROOMS | \$700.00 | 56907 |
| HENDERSON TRUCK EQUIP | VEHICLE MAINT | \$66.25 | 56908 |
| IA DEPT REVENUE & FINANCE | SALES/L OPT/USE TAXES OCT 23 | \$5,902.97 | ACH |
| IA DEPT REVENUE & FINANCE | WATER EXCISE TAX OCT 23 | \$2,219.97 | ACH |
| IA FINANCE AUTHORITY | SRF LOAN PAYMENTS | \$15,605.00 | ACH |
| IA ONE CALL | LINE LOCATES | \$40.50 | 56909 |
| IPERS | IPERS - REGULAR | \$12,271.49 | ACH |
| J & R SUPPLY INC | MARKING PAINT - EL | \$60.00 | 56910 |
| JOHN DEERE FINANCIAL | CLOTHING ALLOWANCE - KZ | \$291.96 | 56868 |
| KARL CHEVROLET | 2023 TAHOE - PD | \$41,782.00 | 56869 |
| KLUESNER SANITATION, LLC | SOLID WASTE REMOVAL | \$14,366.32 | 56911 |
| KLUESNER CONSTRUCTION, INC | ASPHALT PLACEMENT - VALLEYVIEW | \$17,866.00 | 56870 |
| FL KRAPFL, INC | WATER MAIN REPAIR - SUNSET LN | \$3,359.20 | 56912 |
| KUEMPEL HARDWARE INC | OPERATING SUPPLIES | \$589.58 | 56913 |
| KUEMPEL MASONRY | INSTALL VENTILATION FAN-SHOP | \$1,445.25 | 56914 |
| KWIK TRIP INC. - CREDIT DEPT. | FUEL | \$2,631.67 | 56871 |
| DEREK LUDOVISSY | CROSSING PROJECT | \$3,400.00 | 56872 |
| DEB LUENSMANN | MARINA SLIP DISCOUNT | \$98.00 | 56915 |
| JOHN & TINA LUTGEN | MARINA SLIP DISCOUNT | \$103.00 | 56916 |
| MJ ELECTRIC | ELECTRIC INFRASTRUCTURE UPDTS | \$73,736.27 | 56917 |
| MAR-MAC POLICE DISTRICT | 1/2 BALLISTICS VEST - MB | \$668.33 | 56918 |
| LINDA MCCANN | LIBRARY SPEAKER/BOOK | \$145.00 | 56878 |
| MEUSER LUMBER CO | OPERATING SUPPLIES | \$48.47 | 56919 |
| MEYER COLLISION & SERVICE CNTR | VEHICLE MAINT - WWTR | \$50.55 | 56873 |
| MICROBAC LABORATORIES, INC. | TESTING - WATER | \$17.00 | 56874 |
| MICROBAC LABORATORIES, INC. | TESTING - WATER | \$245.00 | 56920 |
| STEVE MILLER | MOWING/TRIMMING - CEMETERY | \$4,750.00 | 56921 |
| MOSER MECHANICAL | BOILER FEED PUMP/LABOR | \$1,924.00 | 56922 |
| MOSER TREE SERVICE | TREE TRIMMING - 15' CLEARANCE | \$668.75 | 56875 |
| NAPA AUTO PARTS | OPERATING SUPPLIES | \$8.90 | 56923 |
| PORTZEN CONSTRUCTION INC | WINTERIZE POOL BUILDING | \$867.32 | 56876 |
| POSTMASTER GUTTENBERG | UTILITY BILL MAILING | \$448.29 | 56881 |

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| VICKIE PRUETT | UTILITY DEPOSIT REFUND | \$230.00 | 56924 |
| RAUSCH PETRO LTD CO | VEHICLE REPAIRS - GRADER | \$996.93 | 56925 |
| RIVER CITY PAVING, INC | NORTH 5TH STREET PROJECT | \$15,848.86 | 56926 |
| RESALE POWER GROUP OF IOWA | WHOLESALE POWER/SUBSTATION RNT | \$114,853.90 | 56887 |
| SANDRY FIRE SUPPLY | MINOR EQUIPMENT | \$9,795.00 | 56927 |
| SCHUSTER & MICK LAW OFFICE | LEGAL FEES | \$1,136.00 | 56928 |
| STATE WITHHOLDING | STATE TAX | \$5,782.83 | ACH |
| TELEGRAPH HERALD | LIB SUBSCRIPTION RENEWAL | \$372.00 | 56929 |
| TERRY DURIN CO | ELECTRIC SUPPLIES | \$897.65 | 56930 |
| THE DAILY GRIND | BUSINESS ACCELERATOR GRANT | \$500.00 | 56882 |
| UMB BANK NA | GO BOND PAYMENTS | \$42,225.00 | ACH |
| UNIVERSAL ELECTRIC SUPPLY | ELEC SUPPLIES - FUEL TANK/SHOP | \$44.45 | 56931 |
| UPPER EXPL REG PLANNING COMM | CDBG WATER GRANT #22-WS-019 | \$355.30 | 56932 |
| USA BLUE BOOK | SAMPLE CUP/GLOVES | \$187.19 | 56933 |
| UTILITIES | CITY UTILITIES | \$8,673.99 | 56934 |
| VEENSTRA & KIMM, INC. | BIG SPRINGS TRAIL EXT ENGINEER | \$18,750.00 | 56935 |
| VERIZON WIRELESS | CELLPHONES/TABLETS/HOT SPOTS | \$851.14 | ACH |
| WBC MECHANICAL | SERVICE CALL - BOILER | \$699.80 | 56936 |
| WELLMARK BC/BS OF IOWA | MEDICAL INSURANCE | \$22,955.16 | 56883 |
| BARB WESTHOFF | BURIAL | \$425.00 | 56877 |

- c) Financial Reports for November 2023.
- d) Department Reports.
- e) Resolution No.3398-23 Resolution to Approve Official Appointments.
- f) Simplified Renewal for Class C Retail Alcohol License with Outdoor Service Privileges for BSADEWASSER LLC d/b/a Sodes Green Acre.
- g) Simplified Renewal for Class C Retail Alcohol License with Outdoor Service and Catering Privileges for Lakeside Ballroom LLC d/b/a Lakeside Ballroom.
- h) Pay Request: River City Paving #2 for \$15,848.86 (N. 5th Street.)

HEARING OF DELEGATIONS: None.

Ryan Hosch from V&K spoke to council regarding City Projects. North 5th Street project, start audit process and final paperwork will be submitted by December 15th. Water Improvement Project: construction permit will be submitted to the DNR this week, starting to take bids January 19th, opening bids on March 6th and award contract on March 11th. Discussed bridge inspection, V&K completed site visit and will begin to work on the report. Discussed trying to have some write up and recommendation for January meeting. Bahls a made a motion to approve Change Order #3. Parker seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Discussed nuisance issues. Storage unit still out on Miners Creek, letter was sent. Discussed junk vehicle behind the old Big A building, Derek said he will look into it and talk with Dave Brown about removal.

Discussed pillars on Schiller Street. Bahls made a motion to table until Spring. Parker seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Discussed the Text My Gov proposal. Brigham from Text My Gov presented information to the council via zoom. Discussed \$3,500 annual fee and a one-time \$500 set up fee which was discounted from \$1,700. Discussed various uses for the text option. Bahls made a motion to approve purchasing the Text My Gov services. Greve seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Tom Pittman was present to discuss his request to purchase City Property out on Miners Creek. Greve made a motion to approve moving forward with the steps for Tom to purchase City property. Bahls seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Discussed Jeremy Nieland's request. Discussed late fees and also the payment that his mother addressed at last month's meeting was on the account. Parker made a motion to deny waiving the fees. Greve seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Brandie Tomkins/Community Vitality and Chamber Director discussed Food Truck Money for Accelerator Incentive, advised that it is worded incorrectly. Currently only amount that can be used is from previous fiscal year, she is requesting that a rolling total of the amount received be used for incentive. After Council discussion, this item was tabled for further information. Discussed dog park rules, Council advised the only change to the dog park rules are to remove where it says bags will be provided in case there is a time where the dog waste station is out of bags. Discussed registration fee, currently registering a dog costs \$5. Parker made a motion to approve raising the fee to \$10. Greve seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried. Discussed the possibility of having the Public Works crew help with the holiday tree lighting, discussed that not many people volunteer. Council recommended to discuss with the Public Works Director during that time to see if they have time to help.

Bahls made a motion to approve the Catalis website renewal. Parker seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Greve made a motion to approve Mary Jo Shear/River Rumble Revival request to camp in the park July 2024. Ludovissy seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Raj Rajan with SOO Green was present to discuss franchise agreement and plans with the Council. Discussed going through 8 counties in Iowa to run a power transmission line in rail road right-of-way. Discussed the project will begin in 2025 and be completed by 2029. Jim Osterhaus advised that this would be a great opportunity for the town. Patty Schwarz also commented that this will help small businesses and the motel has

already received business from this project. Parker made a motion to have Schuster look further into the agreement. Bahls seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Parker made a motion to approve purchasing policy. Greve seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Discussed skid-loader replacement. Greve made a motion to approve updating skid-loader with Bodensteiner and also track loader with Del-Clay Implement for an estimated total cost with trade-ins of around \$65,000. Ludovissy seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Discussed Union Contract TA. Discussed changes that were made, including wages, comp time, grievance process and discipline & discharge. Bahls made a motion to approve the Union contract TA. Parker seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Discussed Canal Cleaning estimates. Bahls made a motion to table due to more information needed, unsure what the low bid was. Greve seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Discussed Energy Efficiency Grant Consideration. Discussed this would be to upgrade motors. Discussed the Public Works Director should be involved in process. Bahls made a motion to table until January meeting for more information and need more facts on this grant. Parker seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Police Chief Derek Chambers discussed concerns with the stop sign at North Second Lane and also the yield sign on the north bond lane of South Second. Proposed change would be to move the stop sign that is on South Second Lane to where the yield sign currently is. Bahls made a motion to approve moving the stop sign. Parker seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Discussed Janitorial Position/job description. Discussed interviews were done and would like to offer the position to an applicant. Parker made a motion to approve offering Jordan Millard that position. Ludovissy seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Discussed Cemetery Mowing Contract. Parker made a motion to approve Miller's Lawn Care contract for 2024-2028. Geuder seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Reports:

- Fire Chief. Written report submitted.

- Chief of Police: Written report submitted. Discussed speed camera, company to do a study and will get information to Council. Discussed wanting to purchase UTV from the Fire Department for \$5,000, will be put on January Agenda.
- Chamber of Commerce/Community Vitality: Written report submitted. Soup cook off had 11 entries and 32 people participated for first year.
- Mayor Report: Christmas Parade was good this year and bigger.
- Council Report: Electric at Triangle Park is a work in progress. Met with John Finch to discuss sewer line on property that he wants to build on.

Greve made a motion to go into closed session per Iowa Code 21.5(i.) To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Parker seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Parker made a motion to come out of closed session. Greve seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Parker made a motion to approve items discussed in closed session. Geuder seconded. Roll Call Vote: Ayes: Parker, Greve, Geuder, Bahls and Ludovissy. Motion Carried.

Greve made a motion to adjourn the meeting at 7:50 pm. Geuder seconded. Council Vote: Ayes: Bahls, Greve, Ludovissy, Parker and Geuder. Nays: 0. Motion Carried.

Fred Schaub, Mayor

ATTEST:

Michelle Meyer, Administrative Assistant

| REVENUE | |
|-------------------------|---------------|
| Nov-23 | |
| GENERAL | \$ 130,436.30 |
| AMBULANCE | \$ 83.07 |
| ROAD USE | \$ 20,112.55 |
| TRUST & AGENCY | \$ 30,499.00 |
| EMERGENCY | \$ 1,537.65 |
| LOCAL OPTION | \$ 26,740.84 |
| REVOLVING LOAN | \$ 603.09 |
| ENERGY | \$ 15.00 |
| LIBRARY TRUST | \$ 30.88 |
| DEBT SERVICE | \$ 15,507.83 |
| CAP PROJECT-WATER | \$ 30,037.00 |
| CEMETERY PERPETUAL CARE | \$ 2,172.07 |

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|---------------|----|------------|
| WATER | \$ | 43,566.45 |
| SEWER | \$ | 48,742.09 |
| ELECTRIC | \$ | 273,453.38 |
| METER DEPOSIT | \$ | 2,570.00 |
| EQUIPMENT | \$ | 27.69 |
| STORM SEWER | \$ | 5,479.54 |
| TOTAL | \$ | 631,614.43 |

EXPENDITURES

11-Dec-23

| | | |
|-------------------------|----|------------|
| GENERAL FUND | \$ | 98,536.21 |
| ROAD USE FUND | \$ | 5,831.45 |
| TRUST AND AGENCY FUND | \$ | 5,297.05 |
| LOCAL OPTION FUND | \$ | 17,866.00 |
| DEBT SERVICE FUND | \$ | 42,225.00 |
| CAP PROJECT - PARK FUND | \$ | 18,750.00 |
| CAP PROJECT - STREETS | \$ | 19,248.86 |
| CDBG WATER FUND | \$ | 355.30 |
| WATER FUND | \$ | 8,605.80 |
| WATER REV SINKING FUND | \$ | 1,365.00 |
| SEWER FUND | \$ | 6,540.67 |
| SEWER LOAN FUND | \$ | 14,240.00 |
| ELECTRIC FUND | \$ | 199,543.07 |
| UTILITY DEPOSITS FUND | \$ | 730.00 |
| STORM SEWER FUND | \$ | 100.80 |
| PAYROLL FUND | \$ | 87,498.92 |
| TOTAL | \$ | 526,734.13 |