

**City of Guttenberg
Regular City Council Meeting
April 08, 2024**

The Guttenberg, Iowa City Council met in regular session Monday, April 08, 2024, at 6:00 P.M. in the Municipal Building City Council Chambers. Mayor Fred Schaub presided with Austin Greve, Jane Parker, Mandy Ludovissy, Steve Bahls and Michelle Geuder were present.

Guests: Brandie Tomkins, Derek Chambers, Patty Schwarz, Cassidy Brandel, Matt Herman.

Bahls made a motion approve the agenda and remove item numbers 14 and 20. Parker seconded. Ayes: Parker, Greve, Bahls, Geuder and Ludovissy. Nays: 0. Motion carried.

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

Approved by Consent Agenda vote:

- a) Approve Minutes of Regular Meeting – 03/11/2024 & Special Meetings #1 03/25/2024 and #2 03/25/2024
- b) Bills & Claims.

VENDOR	REFERENCE	AMOUNT	CHECK #
ACCESS SYSTEMS	COPIES & CONTRACT - LIBRARY	40.24	55709
AFLAC	EMPL SUPLMTL INS	279.23	55710
ALPINE COMMUNICATIONS	PHONE SERVICE	1,575.31	55697
ALPINE COMMUNICATIONS	PHONE SERVICE	89.45	55711
AMAZON CAPITAL SERVICES	PULL TAPE	803.59	55712
AMERICAN UNITED LIFE INS CO	EMPL LIFE INS BENEFIT	329.00	55705
AMERICAN WATER WORKS ASSOC	ANNUAL MEMBERSHIP	430.00	55713
RYAN AULWES	UTILITY DEPOSIT REFUND	320.00	55714
AUTO X-TRAS	VEHICLE DECALS	1,055.00	55715
AUTOTEK SERVICE CENTER, INC	BATTERY - CHIPPER	137.95	55716
BAKER & TAYLOR	BOOKS	704.05	55717
RORY BISSELL	UTILITY DEPOSIT REFUND	410.00	55718
BLACK HILLS ENERGY	GAS UTILITIES	2,065.90	55719
JAMIE BLUME	REIMB MILEAGE - ELKADER	30.82	55720
DEREK CHAMBERS	REIMB MILEAGE - DES MOINES	266.66	55721
CLAYTON CNTY SHERIFF	CASE #SCSC019577	328.59	55694
CLAYTON CNTY SHERIFF	CASE #SCSC019577	328.58	55706
CLAYTON COUNTY DEV GROUP	PARTNERSHIP MARKETING CAMPAIGN	2,000.00	55722
COMLEC SERVICES INC	REPLACE BATTERIES - N SIREN	659.00	55723
D.I.A.L./ELEVATOR SAFETY BUREA	ELEVATOR INSPECTION	75.00	55724
DELTA DENTAL OF IOWA	VISION/DENTAL INS APR 24	547.78	ACH
EMPLOYEE BENEFIT SYSTEMS	HRA FEES	3,203.77	ACH
EFTPS	FED/FICA TAX	16,806.91	ACH
COREY ELLERBACH	UTILITY DEPOSIT REFUND	286.06	55725
ERICSON LAND SURVEYING LLC	SURVEYING FEES	2,520.00	55726
EUROFINS ENVIR TESTING NC, LLC	TESTING - WWTR	423.47	55698

EUROFINS ENVIR TESTING NC, LLC	TESTING - WWTR	531.21	55727
FASSBINDER SMALL ENGINES	OPERATING SUPPLIES	1,010.21	55728
FLETCHER REINHART CO	ELECTRIC SUPPLIES	317.79	55699
FLETCHER REINHART CO	ELECTRIC SUPPLIES	827.38	55729
GORDON FLESCH COMPANY INC	COPIER FEES 03/08 TO 04/07	87.42	55700
GUTT CHAMBER OF COMMERCE	BUDGETED MONTHLY DONATION	1,666.67	55730
GUTTENBERG PRESS, INC	PUBLICATIONS/NOTICES	1,085.36	55731
GUTTENBERG RETAILERS	EMPL SAFETY INCENTIVES	290.00	55695
GUTTENBERG CITY UTILITY ACCTS	DEPOSITS APPLIED	158.94	55732
GUTTENBERG BREWING CO.	UTILITY DEPOSIT REFUND	560.00	55733
HACH COMPANY	WTR TESTING SUPPLIES	227.56	55734
HAWKINS, INC	CHEMICALS	3,711.48	55735
HEFEL PORTABLE SERVICES, LLC	PORTABLE RESTROOMS	642.00	55736
HEIAR BROTHERS FENCING, INC.	WARNING TRACK/REPAIRS - VET'S	3,244.36	55737
KRYSTAL HYDE	UTILITY DEPOSIT REFUND	150.00	55738
IA ASSOC OF MUNI UTILITIES	24/25 ELEC & WTR ANNUAL DUES	5,789.00	55739
SIMMERING CORY/IA CODIFICATION	2024 MARCH SUPPLEMENT	120.00	55740
IA DEPT REVENUE & FINANCE	SALES/USE/L OPT TAXES - MAR 24	10,295.55	ACH
IA DEPT REVENUE & FINANCE	WATER EXCISE TAX - MAR 24	2,195.05	ACH
IOWA CITY PUBLIC LIBRARY	REPLACE DAMAGED BOOK	18.00	55741
IPERS	IPERS - REGULAR	17,436.49	ACH
J & R SUPPLY INC	PVC CONE 6' & 4' COLLARS (24)	260.53	55701
HANNAH JASPER	UTILITY DEPOSIT REFUND	235.00	55742
KLUESNER SANITATION, LLC	SOLID WASTE REMOVAL	13,788.14	55743
KRYSTAL HYDE/LINDA HINES	UTILITY DEPOSIT REFUND	1,075.00	55744
KUEMPEL HARDWARE INC	OPERATING SUPPLIES	425.86	55745
LUDOVISSY & ASSOCIATES	ADDL INS/LESS REMOVED ITEMS	50.00	55746
LYNCH DALLAS, P. C.	LEGAL FEES	2,756.15	55747
MJ ELECTRIC	ELECTRIC SYSTEM UPDATES	95,426.70	ACH
MEUSER LUMBER CO	OPERATING SUPPLIES	237.71	55748
MEYER, MICHELLE	REIMB MILEAGE - DECORAH	76.38	55749
MICROBAC LABORATORIES, INC.	TESTING - WATER	87.75	55750
MUNICIPAL SUPPLY INC	6' MAG METER - WTR PLANT	3,585.49	55751
NATIONAL ELEVATOR INSP	ELEVATOR INSPECTION	85.00	55752
NE IA COMM ACTION CORP	LIHEAP REFUNDS	362.61	55753
PETTY CASH FUND	OPERATING SUPPLIES - LIB	130.04	55754
POSTMASTER GUTTENBERG	UTILITY BILL MAILING	460.57	55708
TODD RANDALL	REFUND MARINA RENTAL FEES	50.00	55755
VAL ROHNER	REFUND SETOFF COLLECTION	345.00	55707
RESALE POWER GROUP OF IOWA	WHOLESALE POWER/SUBSTATION RNT	117,877.65	55756
SCHUSTER, MICK & FRIEDMANN	LEGAL FEES	633.75	55757
TRACEY SMITH	UTILITY DEPOSIT REFUND	355.00	55758
SOLUTIONS BY MARK, LLC	COMPUTER REPAIRS - LIB	100.00	55759

BLAKE STANNARD	REIMB MILEAGE - ANKENY	290.78	55760
STATE WITHHOLDING	STATE TAXES	3,640.34	ACH
TERRY DURIN CO	ELECTRIC SUPPLIES - PICKLEBALL	695.50	55761
TUJETSCH AGENCY	CYBER LIABILITY RENEWAL	4,175.91	55762
UNIVERSAL ELECTRIC SUPPLY	ELECTRIC SUPPLIES - PICKLEBALL	1,088.90	55763
UPPER EXPL REG PLANNING COMM	CDBG WATER GRANT #22-WS-019	880.78	55764
USA BLUE BOOK	STENNER S420 PUMP - WWTR	1,533.09	55702
USA BLUE BOOK	ELECTRODE STORAGE SOLUTION	53.17	55765
UTILITIES	CITY UTILITIES	8,175.08	55766
VEENSTRA & KIMM, INC.	ENGINEERING EXPENSES	3,729.50	55767
VERIZON WIRELESS	CELLPHONES/TABLETS/HOT SPOTS	389.54	55696
WELLMARK BC/BS OF IOWA	MEDICAL INSURANCE - APR 24	21,230.69	55703
ZARNOTH BRUSH WORKS INC	STREET SWEEPER PARTS	797.10	55704

- b) Financial Reports for March 2024.
- c) Department Reports.
- d) Resolution No. 3406-24, Resolution for Official Appointments.
- e) Simplified Renewal for Class E Retail Alcohol License for Zameen 786 LLC d/b/a Guttenberg Tobacco & Liquor

HEARING OF DELEGATIONS: None.

Public hearing on FY 2024-2025 Budget was open and closed with no comments. Greve made a motion to approve Resolution No. 3407-24, A Resolution Adopting Budgets for Fiscal Year Ending June 30, 2025. Parker seconded. Roll Call Vote: Ayes: Parker, Greve, Bahls, Geuder and Ludovissy. Nays: 0. Motion carried.

Bahls made a motion to approve setting a public hearing for FY 2023-2024 budget amendment for May 13, 2024 at 6pm. Greve seconded. Ayes: Parker, Greve, Bahls, Geuder and Ludovissy. Nays: 0. Motion carried.

Discussed City projects. Eric with V & K will have a meeting 4/11/24 with Contractor regarding North 5th Street project.

Parker made a motion to approve Resolution No. 3408-24, A Resolution Authorizing The Placement of Traffic Control Device. Geuder seconded. Roll Call Vote: Ayes: Parker, Greve, Bahls, Geuder and Ludovissy. Nays: 0. Motion carried.

Greve made a motion to approve Resolution No. 3409-24, A Resolution Finally Approving and Confirming Plans, specifications, form of contract and estimate of cost for the Water Main Improvements- Phase 1 Project. Parker seconded. Roll Call Vote: Ayes: Parker, Greve, Bahls, Geuder and Ludovissy. Nays: 0. Motion carried.

Bahls made a motion to approve Resolution No. 3410-24, A Resolution Awarding Contract for the Water Main Improvements- Phase 1 Project. Geuder seconded. Roll Call Vote: Ayes: Parker, Greve, Bahls, Geuder and Ludovissy. Nays: 0. Motion carried.

Bahls made a motion to approve Resolution No. 3411-24, A Resolution to fix a date for a public hearing on proposal to enter into a Water Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$1,500,000. Parker seconded. Roll Call Vote: Ayes: Parker, Greve, Bahls, Geuder and Ludovissy. Nays: 0. Motion carried.

Discussed nuisance issues. Discussed sending letter to Brown property on Pryam Street for car and weeds.

Brandie discussed Community Garden grant. If awarded the grant would cover fence materials, signage and plants. Discussed there is a Boy Scout needing his Eagle Scout award, would build the fence, signage and map of layout. Horticulture class would plant, Kathryn Klaes would weed and harvest produce and Brandie would water if very dry. Bahls made a motion to approve request to write grant. Parker seconded. Vote: Ayes: Parker, Greve, Bahls, Geuder and Ludovissy. Nays: 0. Motion carried.

CV/Chamber job description was tabled.

Bahls made a motion to approve the second reading of Ordinance No. 711-24, An Ordinance Amending the Code of Ordinances of the City of Guttenberg, Iowa, By Amending Provisions Pertaining to Water Rates & Sewer Rates. Parker seconded. Roll Call Vote: Ayes: Parker, Greve, Bahls, Geuder and Ludovissy. Nays: 0. Motion carried.

Discussed employee handbook update regarding employee injury procedure. Bahls made a motion to approve update, with the addition of EMC before on-call nurse in the proposed change, to the handbook. Parker seconded. Vote: Ayes: Parker, Greve, Bahls, Geuder and Ludovissy. Nays: 0. Motion carried.

Dan Pierce, Public Works Director was present to discuss Alley report and request. Pierce shared that gravel alleys need the right conditions to work over potholes or grade smooth. If worked under the wrong conditions more damage can be done. Council discussed giving an explanation to citizens on how the process works by putting an article in the next newsletter. Bahls discussed the alley behind City Hall in regards to the upcoming GEIDC project.

Matt Herman with Bluffview LLC was present to address Council regarding request for a sewer adjustment due to a water leak. Bahls made a motion to approve adjustment request. Parker seconded. Vote: Ayes: Parker, Greve, Bahls, Geuder and Ludovissy. Nays: 0. Motion carried.

Parker made a motion to approve Resolution No. 3412-24, A Resolution Authorizing the Placement of Traffic Control Devices – deaf individual signs. Greve seconded. Roll Call Vote: Ayes: Parker, Greve, Bahls, Geuder and Ludovissy. Nays: 0. Motion carried.

Parker made a motion to approve Police Chief Derek Chambers' appointment of Cassidy Brandel as full time Police Officer. Bahl seconded Roll Call Vote: Ayes: Parker, Greve, Bahls, Geuder and Ludovissy. Nays: 0. Motion carried. Mayor Schaub administered the Oath of Office to Officer Brandel.

Reports:

- Fire Chief. Written report submitted.
- Chief of Police: Written report submitted. New squad will hopefully be here next week. Worked with Brandie on writing a grant for bodycams.
- Chamber of Commerce/Community Vitality: Written report submitted.
- Mayor Report: None.
- Council Report: Bahls discussed questions from Umbrella Arts regarding electric at pillars. Parker thanked Brandie for writing a grant for Friends of St. Mary's to help preserve a historic building.

Bahls made a motion to adjourn the meeting at 6:39 pm. Parker seconded. Council Vote: Ayes: Greve, Ludovissy, Bahls, Parker and Geuder. Nays: 0. Motion Carried.

Fred Schaub, Mayor

ATTEST:

Jamie Blume, City Manager

REVENUE

Mar-24

GENERAL	\$	87,989.13
AMBULANCE	\$	633.52
ROAD USE	\$	14,815.25
TRUST & AGENCY	\$	8,290.96
EMERGENCY	\$	450.86
LOCAL OPTION	\$	18,317.33
REVOLVING LOAN	\$	1,292.56
ENERGY	\$	15.00
LIBRARY TRUST	\$	31.96
DEBT SERVICE	\$	4,180.65
	\$	
CAP PROJECT-WATER	(30,037.00)	
CEMETERY PERPETUAL		
CARE	\$	214.30
WATER	\$	42,738.10
WATER IMPROVEMENT FUND	\$	48,713.00
SEWER	\$	47,958.61
ELECTRIC	\$	189,621.65
METER DEPOSIT	\$	870.00
STORM SEWER	\$	5,227.81
TOTAL	\$	441,323.69

EXPENDITURES

8-Apr-24

GENERAL FUND	\$	39,488.64
ROAD USE FUND	\$	2,241.73
TRUST AND AGENCY FUND	\$	3,203.77
CAP PROJECT-FLOOD		
CONTROL FUND	\$	2,150.00
CAP PROJECT - STREETS		
FUND	\$	1,579.50
WATER FUND	\$	10,724.22
WATER IMPROVEMENT FUND	\$	880.78
SEWER FUND	\$	10,150.35
ELECTRIC FUND	\$	236,173.60
UTILITY METER DEPOSITS		
FUND	\$	3,550.00
STORM SEWER FUND	\$	95.34
PAYROLL FUND	\$	60,927.61
TOTAL	\$	371,165.54