

MINUTES- Regular Meeting of the Collins City Council

- 1. CALL TO ORDER-** Collins City Council met on Thursday, August 10, 2023, at 7:00pm at the Collins Area Community Center, 219 Main St.
- 2. ROLL CALL-** Mayor Brett Comegys asked for Roll Call. Council Members present: Andrew Coree, Stacy Howell, Marissa Welch, Dawnell Kennedy. Absent- Dawn Pasquariello. Guests- Stephanie Coughenour, Steve Twohey, Frank Andrew, Dodi Petersen, Mike Cox, Pat Shehan, Caitlyn Kiesling, Dalton Zeiser, Deputy Timothy Schroeder. City personnel present: Public Works Director Darren Kennedy, Library Director Sara Coree, City Clerk Katie Baldwin.
- 3. APPROVAL OF POSTED AGENDA-** Motion by Kennedy to approve, 2nd by Howell, All Ayes, M/C
- 4. CONSENT AGENDA:** July 20, 2023 Minutes, July Cash Report, July Revenue Report, July Expense Report, July Treasurer's Report, August Bills- Motion by Howell to approve, 2nd by Welch, All Ayes, M/C
- 5. JULY SHERIFF'S REPORT-** Written and Verbal. Deputy Schroeder updated that the hours for the July 3rd contract were included on the July Sheriff's Report. There were no fireworks related calls on July 3rd during the extra contracted patrol. The deputy did hear fireworks once but could not pinpoint where they were coming from. There has been a child defecating in private yards and at the city park. Deputy said to call Story County if it happens again and they will handle it.
- 6. PUBLIC FORUM-** Mike Cox and Pat Shehan from Story County Conservation gave an update on the progress of the Heart of Iowa Trail paving project. They received a 1.5 million dollar Destination Iowa grant, and also funding from Story County federal ARPA dollars. The trail is currently paved to the Skunk River in Cambridge, and it will be paved all the way to Collins next summer. Mike and Pat communicated that they are very appreciate of Mayor Comegys working closely with them and supporting them with this project over the past few years. They stated "These trail projects are very important and provide a major boost to communities, bringing in many new people to the communities."

JULY 2023

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCUJET, LLC	SANITARY MAINLINE LINER INSTAL	43,735.00
ALLIANT ENERGY/IPL	GAS/ELECTRIC	5,166.33
CARDMEMBER SERVICE	PWD,LIBRARY,CWC SUPPLIES	3,323.19
CENTRAL IOWA BROADBAND	PHONE/INTERNET	868.62
CITY-CWC WATER	CWC-UTILITY BILL	197.09
CJ COOPER & ASSOC., INC.	CLEARINGHOUSE QUERY	10.00
EFTPS	FED/FICA TAXES	3,398.08
ELLIOTT EARTHWORKS LLC	111 3RD STREET DIRTWORK	7,000.00
EXCHANGE STATE BANK	SECURITY BOX FEE	12.00
GATEHOUSE MEDIA IA HOLDINGS	PUBLISHING	599.68
IOWA ONE CALL	LOCATES	36.40
IPERS	IPERS	2,192.40
IPI - IOWA PRISON INDUSTRIES	PWD CLOTHING	118.00
IOWA REGIONAL UTILITIES ASSN	JUNE 16 AND JULY 16 READS	8,896.52
JOHN DEERE FINANCIAL	EQUIPMENT LEASE & MOWER PAYMENT	3,131.13
LEAF	CITY CAMERAS PAYMENT	8,222.38
MID-AMERICAN RESEARCH CHEMICAL	SOAP, DEODERIZER,WEED KILLER	1,786.52
MENARDS - ALTOONA	CACC CABINETS, SHOP SUPPLIES	974.32
MENARDS-AMES	CACC REMODEL, SHOP	231.36
MSA PROFESSIONAL SERVICES INC	WATERMAIN CONSTRUCTION SERVICE	20,700.00
NEW CENTURY FS	FUEL	2,371.97
GANNETT HOLDINGS- CENTRAL	TRI-COUNTY TIMES SUBSCRIPTION	46.80
U.S.CELLULAR	PWD LAPTOP	128.98
WASTE MANAGEMENT	JUNE RECYCLING	1,318.00
PAYROLL	JULY	10,973.70

REPORT TOTAL	125,438.47	
FUND	REVENUES	EXPENSES
GENERAL	12,212.97	6,891.10
LIBRARY	100.00	5,222.28
WELLNESS CENTER	2,177.64	1,527.17
ROAD USE TAX	5,217.95	6,949.16
EMPLOYEE BENEFITS	92.33	0.00
EMERGENCY LEVY	18.38	0.00
LOCAL OPTION SALES TAX	6,820.06	8,222.38
DEBT SERVICE	258.46	0.00
TIF	0.00	0.00
2019/20STREETIMPR.	0.00	0.00
COMM.CTR.CAP. PROJ.	0.00	989.21
SCHTF-OOR GRANTS	0.00	0.00
FEMA/STATE DERECHO	653.00	0.00
AMERICAN RESCUE PLAN ACT	56678.24	64,435.00
DETENTION POND	0.00	7,000.00
COMMUNITY CATALYST GRANT	0.00	0.00
WATER	16,432.01	12,583.92
WATER SINKING	0.00	0.00
SEWER	17,396.48	9,984.52
SEWER SINKING	0.00	0.00
LANDFILL/GARBAGE	5,207.68	1,633.73
TOTAL FUNDS	123,265.20	125,438.47

TRANSFERS

SEWER TO SEWER SINKING- 5,919.25
 WATER TO WATER SINKING- 5,990.84
 EMERGENCY LEVY TO GENERAL- 3,408.25

7. Dodi Petersen and Frank Andrew presented their proposal for the City of Collins to participate in the Trap, Neuter, Release program with Story County Animal Control. It was agreed that Dodi and Frank will hold a public meeting in September to gauge community interest, with a goal to recruit 5-7 households committed to participating in the TNR program. This topic will be placed on the October agenda, and they will present info gathered between now and then at that time. In order to participate in the Story County TNR program, an amendment would need to be made to Chapter 55 of the Code of Ordinances. Council, Dodi, and Frank agreed that a reasonable timeline would be for the program to start next spring. This is all dependent on the amount of community interest and participation.

8. Motion by Coree to approve fence permit- 109 3rd Avenue, 2nd by Howell, All Ayes, M/C

9. Motion by Welch to approve fence permit- 408 2nd Avenue, 2nd by Coree, All Ayes, M/C

10. Motion by Howell to approve ramp permit- 303 1st Avenue, with the knowledge that there could potentially be a deviation to the design of the ramp with an added platform, 2nd by Kennedy, All Ayes, M/C

11. Motion by Howell to approve the updated building permit form, 2nd by Coree, All Ayes, M/C

12. Motion by Kennedy to approve Resolution 2023-18. "Resolution approving mileage reimbursement rate", 2nd by Welch, Roll Call- All Ayes, M/C

13. Motion by Howell to approve Resolution 2023-19. "Resolution authorizing and approving a Loan Agreement, providing for the issuance of a \$500,000 General Obligation Street Improvement Note, Series 2023 and providing for the levy of taxes to pay the same", 2nd by Coree, Roll Call- All Ayes, M/C

14. Discussed properties in violation of Chapter 51- Junk and Junk Vehicles- Clerk will send mass email regarding Code 51.02 and 51.03 and Dawnell will put on City Facebook page. Howell will gather a list of properties and they will be contacted specifically.

15. Discussed properties in violation of Chapter 52- Grass and Weeds- Clerk will send mass email regarding Code 52.02 and Dawnell will put on City Facebook page. Howell will gather a list of properties and they will be contacted specifically.

16. Motion by Howell to table to September meeting- Central State Bank's proposal for the City of Collins to deposit funds, 2nd by Kennedy, All Ayes, M/C

17. Motion by Howell to approve the 48-month payment schedule on the lease of a 2024 John Deere 5067E Open Operator Station Utility Tractor, payments being \$610.64 monthly, paid equally with RUT funds, Sewer funds, and Park funds, and PWD will sell the old tractor at auction, 2nd by Kennedy, All Ayes, M/C

18. Discuss CACC improvements- PWD purchased the moveable table and the cart for tables and chairs

19. REPORTS- Mayor- Reminded those with council seats up for election in November to get their forms turned in if they plan to run again. Speed camera study will take place soon. Updated on progress of business directory signs. **Coree-** None. **Welch-** Asked if the city or the property owner is responsible for trimming trees that sit between the sidewalk and the street. Upon looking at Chapters 135.10 and 151.03 of the Code of Ordinances, the abutting property owner is responsible for the trimming and maintenance of the those trees. The city is responsible for the removal of those trees if they are diseased or dead. **Kennedy-** None. **Howell-** Will be emailing templates from Story County Emergency Management to council to review. **PWD-** Written and verbal. After seeking guidance from the Iowa League of Cities regarding proper use of public funds, the city will not be purchasing the materials for the resident-requested meter pit at 509 2nd Avenue, and will not donate the PWD's labor time to help with installment of the meter pit. Cameras are up at City Hall, Community Center, PWD shop and office, and Trailside Park. The new locks and security system are installed on the Trailside Park bathroom doors. School bus barn build is on schedule and going smoothly. Paving the rest of 2nd Avenue is to happen soon. Will get quote from Warne Tree Service for several trees that need to be taken down. **Library-** Written and verbal. Asked if the city would pay half for a water bottle filling station/drinking fountain for the City Hall and Library entrance, if the Friends of the Library group would pay for the other half. Will add this to the September agenda. **CWC-** Written. **Clerk-** FrontDesk has 143 out of 240 online accounts set up by residents so far. New printer is working great.

20. ADJOURNMENT- 9:17pm Motion by Coree, 2nd by Welch, All Ayes, M/C