

## MINUTES- Regular Meeting of the Collins City Council

1. **CALL TO ORDER-** Collins City Council met on Thurs., August 8, 2024, 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: Dawnell Kennedy, Stephanie Smith, Dawn Pasquariello, Stacy Howell, Marissa Welch. Absent: None. Guests- Shelby Smith, Ben and Brittney Bentil, Lukkas Gartin, Leanne Schulz, Michelle Fricke. City personnel present: City Clerk Katie Baldwin, Public Works Director Darren Kennedy, City Janitor Frank Andrew.

3. **APPROVAL OF POSTED AGENDA-** Motion by Kennedy to approve, 2<sup>nd</sup> by Smith, All Ayes, M/C

4. **CONSENT AGENDA:** July 18, 2024 Minutes, July Cash Report, July Revenue Report, July Expense Report, July Treasurer's Report, August Bills- Motion by Kennedy to approve, 2<sup>nd</sup> by Welch, All Ayes, M/C

5. **JULY SHERIFF'S REPORT-** No deputy was present.

6. **PUBLIC FORUM:** City Janitor Frank Andrew asked for vents to be added to the Trailside Park restrooms. PWD Kennedy said he will add that to his "to-do list".

### JULY 2024

#### CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ALLIANT ENERGY/IPL	GAS/ELECTRIC	4,928.61
STORY COUNTY ANIMAL CONTROL	TRIP CHARGES JUNE 2024	50.00
BADGER METER, INC.	SERVICE FEE JUNE 2024	21.78
CARDMEMBER SERVICE	CH, CWC, LIB, PWD	3,186.12
CENTRAL IOWA BROADBAND	PHONE/INTERNET	439.64
CENTRAL IOWA SHORTLINE LLC	DUMP TRUCK PARTS	1,077.61
CITY-CWC WATER	JULY WATER/SEWER	84.21
DAKOTA SUPPLY GROUP	CURB STOP SUPPLIES	12.74
IOWA DEPT.OF NATURAL RESOURCES	FY25 PWS ANNUAL FEE	56.91
EFTPS	FED/FICA TAXES	3,377.81
EXCHANGE STATE BANK	SAFETY DEPOSIT BOX	12.00
FISHER'S FIREARMS LLC	CERAKOTE MILITARY SIGNS	214.00
GANNETT HOLDINGS- CENTRAL	TRI-COUNTY TIMES 12 MONTHS	46.80
GARBAGE GUYS	JUNE GARBAGE	2,193.00
GANNETT IOWA LOCALIQ	PUBLISHING	1,447.55
IOWA ONE CALL	LOCATES	54.90
IPERS	IPERS	2,242.95
IREAD	LIBRARY SUMMER READING PROGRAM	133.22
IOWA REGIONAL UTILITIES ASSN	JULY 1 READ	3,353.92
JARED WARNE	TREE REMOVAL- 415 MAIN ST.	3,000.00
JEAN BIENFANG	CWC REIMBURSEMENT	11.62
JOHN DEERE FINANCIAL	SHOP SUPPLIES	119.10
JOHN DEERE FINANCIAL	SKID LOADER LEASE	1,210.48
JOHN DEERE FINANCIAL	LAWN MOWER PAYMENT	558.67
JOHN DEERE FINANCIAL	TRACTOR LEASE PAYMENT	1,203.48
KEITH COOPER & SONS, INC.	WATER LINE SERVICES	38,100.00
MICROBAC LABORATORIES, INC.	WATER TESTING	152.50
LAWSON PRODUCTS	PWD TRUCK SUPPLIES	338.52
LEAF	CITY SECURITY CAMERAS	8,127.38
MARSHALL COUNTY LANDFILL	JUNE LANDFILL	1,279.50
MENARDS - ALTOONA	SHOP SUPPLIES	152.25
MENARDS-AMES	PARKS, SHOP, CACC, STREETS	775.43
MOMAR, INC	ONE-STEP	3,482.20

MIDWEST BREATHING AIR LLC	AIR COMPRESSOR PAD	64.66
POSTMASTER	JULY UB POSTAGE	34.30
POSTMASTER	CERTIFIED MAIL	44.37
RJ ELECTRIC	SEWER ELECTRICAL	240.00
RJ ELECTRIC	CACC GENERATOR	9,496.08
STORY COUNTY TREASURER	SHERIFF- FY25 1ST QUARTER	8,473.17
SPORT CONSTRUCTION MIDWEST	PICKLEBALL COURTS	55,560.00
TREASURER - STATE OF IOWA	JUNE WET TAXES	722.10
U.S.CELLULAR	PWD LAPTOP	64.49
WASTE MANAGEMENT	JUNE RECYCLING	1,388.00
PAYROLL	JULY	10,952.37
<b>REPORT TOTAL</b>		<b>168,484.44</b>

<b>FUND</b>	<b>REVENUES</b>	<b>EXPENSES</b>
GENERAL	9,236.91	25,077.76
LIBRARY	100.00	4,106.73
WELLNESS CENTER	2,114.49	2,665.84
ROAD USE TAX	5,282.92	5,853.19
EMPLOYEE BENEFITS	146.11	0.00
EMERGENCY LEVY	28.20	0.00
LOCAL OPTION SALES TAX	8,141.75	66,687.38
DEBT SERVICE	430.48	0.00
TIF	320.62	0.00
2019/20STREETIMPR.	0.00	0.00
COMM.CTR.CAP. PROJ.	0.00	0.00
SCHTF-OOR GRANTS	0.00	0.00
FEMA/STATE DERECHO	0.00	0.00
AMERICAN RESCUE PLAN ACT	0.00	38,100.00
DETENTION POND	0.00	0.00
214 MAIN STREET PROJECT	0.00	0.00
WATER	11,783.58	7,554.09
WATER SINKING	0.00	0.00
SEWER	15,942.49	13,568.65
SEWER SINKING	0.00	0.00
LANDFILL/GARBAGE	5,113.80	4,870.80
<b>TOTAL FUNDS</b>	<b>58,641.35</b>	<b>168,484.44</b>

#### **TRANSFERS**

SEWER TO SEWER SINKING- 5,974.25  
WATER TO WATER SINKING- 2,861.75

**7. Discussed fence permit at 211 Main Street, no action taken.**

**8. Motion by Howell to approve fence permit- 318 Main Street, 2<sup>nd</sup> by Smith, All Ayes, M/C**

**9. Motion by Welch to approve Luktas Gartin to place a car cover in good condition over his Mercedes in his back yard to be able to keep his car in his back yard indefinitely until he is able to get it fixed, 2<sup>nd</sup> by Pasquariello, All Ayes, M/C**

**10. Motion by Kennedy to approve purchasing materials to make city business signs (approximately \$6,995 paid for with LOST funds), 2<sup>nd</sup> by Howell, All Ayes, M/C**

**11. Motion by Kennedy to approve agreement with the Coffee Club charging them a cleaning fee each month and implementing a daily cleaning checklist, 2<sup>nd</sup> by Smith, Roll Call- All Ayes, M/C**

**12. Motion by Howell to approve tabling the purchase of a larger sink for the Community Center due to size constraints between cabinets, 2<sup>nd</sup> by Smith, All Ayes, M/C**

**13. Motion by Howell to approve RJ Electric quote (\$2,675 to be paid for with LOST funds) to install the old generator from CACC at City Hall/Library, 2<sup>nd</sup> by Smith, All Ayes, M/C**

**14. Motion by Kennedy to approve Resolution 2024-12. "A resolution directing city clerk to file liens for collection of unpaid utility bills", 2<sup>nd</sup> by Howell, Roll Call- All Ayes, M/C**

**15. Motion by Kennedy to approve Resolution 2024-13. "A resolution directing city clerk to file liens for collection of municipal infraction fees", 2<sup>nd</sup> by Pasquariello, Roll Call- All Ayes, M/C**

**16. Motion by Howell to approve Resolution 2024-14. "A resolution to appoint CIRHA representatives (Katie Baldwin as Representative and Dawn Pasquariello as Alternate), 2<sup>nd</sup> by Welch, Roll Call- All Ayes, M/C**

**17. Discussed garbage and recycling contracts. Council gave guidance to the Clerk to notify Waste Management by certified mail of cancellation of current recycling contract that expires October 31, 2025 and to contact Garbage Guys to ask for an extension of current garbage contract to extend to October 31, 2025 (City will reach out to both companies in spring of 2025 to get a quote for both garbage and recycling starting November 1, 2025).**

**18. Motion by Howell to approve tabling the purchase of sand box cover, 2<sup>nd</sup> by Welch, All Ayes, M/C**

**19. Motion by Howell to approve purchase of mower for tractor (\$8,750 paid for with Sewer funds and Park funds), 2<sup>nd</sup> by Welch, All Ayes, M/C**

**20. REPORTS- Mayor-** Updated Story County TIF grant application per Story County's request. Asked if the city is interested in purchasing two canopy tents from a local business that is going out of business, who reached out to him. Council advised that yes they would like to purchase them. Was contacted by a resident who believes they have a water leak in their yard- they asked if the City would assist in paying for it to be fixed since it's the city who is paying for the leaking water since the leak is before the meter. This will be added as an agenda item next month. **Kennedy-** Asked about the city burn pile- would like sign updated to say that the burn pile is for Collins residents only. Asked about nuisance abatement properties who received letters after the last council meeting. 30 days have not passed yet so we will revisit these at the September council meeting. **Smith-** Food trucks are going well and they are scheduled on Monday evenings thru September for now. Reported glass on sidewalk at 223 Main Street. Discussed concerns about the library that will be addressed with the Library Board. **Howell-** Was notified by contractor on the Heart of Iowa Trail that people will start being fined for utilizing the trail since it is a construction zone. **Pasquariello-** None. **Welch-** None. **CWC-** Written. **Library-** Written. **PWD-** Written and verbal. Would like to add a guard rail to the city burn pile. Council gave him the go-ahead to do that. Discussed the ongoing issues with city dumpster diving and misuse of the metal dumpster. City will institute a curfew and look at codification options, will speak to county attorney about enforcement options and fines, and to Story County Sheriff dept. about increased surveillance. **City Clerk-** The City received donations from the Elaine Anderson memorial (\$455 to the Collins Public Library and \$725 to the Collins Area Community Center) and the Becky Jordan memorial (\$1,295 to the Collins Public Library and \$1,090 to the Collins Wellness Center). The City is very appreciative of these donations. Library Director, Wellness Center Director, and City Council need to decide how best to utilize these funds. Discussed the five nuisance abatement notices that are over 30 days old. Two of them were agenda items earlier in the meeting, with decisions already made by council. Council advised Clerk to send letters to the other three thanking them for working on their nuisances and to update City Clerk with continued progress.

**21. ADJOURNMENT- 9:39pm Motion by Howell, 2<sup>nd</sup> by Pasquariello, All Ayes, M/C**