

MINUTES- Regular Meeting of the Collins City Council

1. CALL TO ORDER- Collins City Council met on Thursday, December 14, 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: Stacy Howell, Dawnell Kennedy, Dawn Pasquariello, Andrew Coree. Absent- Council Member Marissa Welch and City Clerk Katie Baldwin. Guests- Mallory Chiquito, Deputy Timothy Schroeder. City personnel present: Public Works Director Darren Kennedy, Library Director Sara Coree.

3. APPROVAL OF POSTED AGENDA- Motion by Kennedy to approve, 2nd by Howell, All Ayes, M/C

4. CONSENT AGENDA: November 9 & 29, 2023 Minutes, November Cash Report, November Revenue Report, November Expense Report, November Treasurer's Report, December Bills- Motion by Howell to approve, 2nd by Pasquariello, All Ayes, M/C

5. NOVEMBER SHERIFF'S REPORT- Update snow ordinances. Deputy gave info on Roland's snow ordinance that Collins could follow.

6. PUBLIC FORUM: None

NOVEMBER CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCUJET, LLC	SANITARY MAINLINER, TELEVISIONING	47,880.00
ALLIANT ENERGY/IPL	GAS/ELECTRIC	2,149.14
STORY COUNTY ANIMAL CONTROL	2 WELFARE CHECKS & 3 CATS	165.50
ARNOLD MOTOR SUPPLY	PWD TRUCK OIL	717.96
BADGER METER, INC.	17830 SVC RENEW	43.38
COLLINS-MAXWELL YEARBOOK	DONATION FROM L.O.S.T. FUND	50.00
CARDMEMBER SERVICE	CH INK	1,999.44
CENTRAL IOWA BROADBAND	PHONE/INTERNET	439.68
CITY-CWC WATER	CITY UTILITY BILL	78.31
CJ COOPER & ASSOC., INC.	2024 ADMIN FEES	270.00
DAKOTA SUPPLY GROUP	CURB BOX SUPPLIES	253.23
DOOR AND FENCE STORE INC	FIRE STATION DOOR	420.40
EFTPS	FED/FICA TAXES	2,636.18
GARBAGE GUYS	OCTOBER GARBAGE	2131.00
GATEHOUSE MEDIA IA HOLDINGS	PUBLISHING	1681.70
GWORCS	ANNUAL LICENSE FEE	6,875.50
INT.INSTITUTE MUNICIPAL CLERKS	2024 ANNUAL MEMBERSHIP FEE	185.00
IMMENSE IMPACT LLC	WEBSITE ANNUAL FEE	605.00
IOWA ONE CALL	LOCATES	18.00
IPERS	IPERS	1,739.48
IOWA REGIONAL UTILITIES ASSN	OCT.16TH METER READ	3,567.58
IOWA RURAL WATER ASSOCIATION	2024 ANNUAL DUES	305.00
IOWA STATE UNIVERSITY	STORYCOMM SUBSCRIBER FEES	6,352.16
JEAN BIENFANG	REIMBURSE- CWC EXPENSE	29.86
JOHN DEERE FINANCIAL	LAWN MOWER PAYMENT	558.67
JOHN DEERE FINANCIAL	CHAINSAW, SHOP SUPPLIES	884.72
JOHN DEERE FINANCIAL	TRACTOR LEASE	1,767.72
JOHN DEERE FINANCIAL	SKID LOADER LEASE	1,210.48
MICROBAC LABORATORIES, INC.	WATER TESTING	71.00
LAWNPRO L.C.	FALL WEED AND FEED	997.50
LAWSON PRODUCTS	VEHICLE PARTS	80.27
MID-AMERICAN RESEARCH CHEMICAL	LAGOON CHEMICALS	245.55
MARSHALL COUNTY LANDFILL	OCTOBER LANDFILL	1,174.50

MITCH MYERS	CWC KEY FOB BUY-BACK	5.00
MSA PROFESSIONAL SERVICES INC	2ND AVE.ST.PROJ. CRS #5	2,572.50
MIDWEST BREATHING AIR LLC	QUARTERLY AIR TEST	195.00
POSTMASTER	CWC PO BOX & UB POSTAGE	122.35
TREASURER - STATE OF IOWA	OCTOBER WET TAXES	1,262.39
TREASURER - STATE OF IOWA	NOVEMBER WET TAXES	646.41
U.S.CELLULAR	PWD LAPTOP	79.49
WALSH DOOR & SECURITY	EAST PARK BATHROOM SECURITY	6,950.00
WASTE MANAGEMENT	OCTOBER RECYCLING	1,318.00
PAYROLL	NOVEMBER	8,392.94
REPORT TOTAL		109,127.99

FUND	REVENUES	EXPENSES
GENERAL	7,173.19	22,323.73
LIBRARY	461.27	2,513.13
WELLNESS CENTER	3,290.57	1,096.50
ROAD USE TAX	5,139.30	6,211.24
EMPLOYEE BENEFITS	909.62	0.00
EMERGENCY LEVY	175.59	0.00
LOCAL OPTION SALES TAX	9,134.24	50.00
DEBT SERVICE	2,431.67	0.00
TIF	0.00	0.00
2019/20STREETIMPR.	0.00	2,572.50
COMM.CTR.CAP. PROJ.	6,000.00	0
SCHTF-OOR GRANTS	0.00	0.00
FEMA/STATE DERECHO	0.00	0.00
AMERICAN RESCUE PLAN ACT	117105.60	47,880.00
DETENTION POND	0.00	0.00
COMMUNITY CATALYST GRANT	0.00	0.00
WATER	11,537.88	10,770.47
WATER SINKING	0.00	0.00
SEWER	15,928.79	10,491.07
SEWER SINKING	0.00	0.00
LANDFILL/GARBAGE	4,971.39	5,219.35
TOTAL FUNDS	184,259.11	109,127.99

TRANSFERS

SEWER TO SEWER SINKING- 5,990.84
WATER TO WATER SINKING- 2,831.67
GENERAL TO LIBRARY- 9,750.00
L.O.S.T. TO GENERAL- 17,763.23
L.O.S.T. TO GENERAL- 22,800.00
RETENTION POND TO T.I.F.- 8,000.00
SEWER TO RETENTION POND- 15,000.00
T.I.F. TO DEBT SERVICE- 86,240.03

7. Motion by Kennedy to approve FY23 Street Finance Report, 2nd by Howell, All Ayes, M/C

8. Motion by Pasquariello to approve the request from Saylorville Dam Snowmobile Club to mark and groom snowmobile trail, 2nd by Coree, All Ayes, M/C. Clerk will notify the Club that council would like the chance to approve their request prior to them marking the trail each year.

9. Motion by Howell to approve quote for CACC flooring replacement, (Strand's quote- \$13,994.88- paid with CACC capital project funds and L.O.S.T. funds if needed), and to adjust the position of the kitchen island, 2nd by Pasquariello, All Ayes, M/C. Council requested the mayor get a quote for new baseboards for CACC also.

10. Discussed sidewalks that need repaired or replaced. Discussion will be continued at the January meeting.

11. Motion by Howell to set Public Hearing date for Amendment #1 for the 2023-2024 Budget- January 11, 2024 at 7pm at the Collins Community Center, 2nd by Kennedy, All Ayes, M/C

12. Discussed Rising Star program- council asked mayor to get additional info and report back

13. REPORTS- Mayor- Has a meeting scheduled with County and land owners regarding bike trail improvements in early January. Will inform the council when the meeting is so they may attend. **Kennedy-** Council checks to be issued after budget meeting on the 18th. Will discuss Front Desk option of agendas and minutes with Clerk. **Coree-** None. **Howell-** Asked to adjust February meeting to the 15th instead of the 8th. Council had no objections to this. Asked about business signs. Mayor has been in contact with Nagle Signs and they are putting together ideas and a bid. Stated she has noticed Snyder & Associates on the bike trail starting their engineering documentation. **Pasquariello-** None. **PWD-** Written and verbal. One camera license may need updated- it may have been missed. Kennedy motioned to approve camera license (\$1,325 for 10 years), 2nd by Howell, All Ayes, M/C. **Library-** Written and verbal. Director is looking for a part time/temporary employee to assist with programming. Will create job description and report back. **CWC-** Written.

14. ADJOURNMENT- 8:30pm Motion by Coree, 2nd by Kennedy, All Ayes, M/C