

MINUTES- Regular Meeting of the Collins City Council

- 1. CALL TO ORDER-** Collins City Council met on Thursday, December 10, 2022, at 7:00pm at the Collins Area Community Center, 219 Main St.
- 2. ROLL CALL-** Mayor Pro-Tem Dawnell Kennedy asked for Roll Call. Council Members present: Andrew Coree, Stacy Howell, Dawnell Kennedy. Absent- Mayor Brett Comegys, Councilmembers Dawn Pasquariello and Marissa Welch. Guests- Steve and Tonia Hopkin, Deputy Logan Powers. City personnel present: Public Works Director Darren Kennedy, Library Director Sara Coree, City Clerk Katie Baldwin.
- 3. APPROVAL OF POSTED AGENDA-** Motion by Coree to approve, 2nd by Howell, All Ayes, M/C
- 4. CONSENT AGENDA:** November 10, 2022 Minutes, November Cash Report, November Revenue Report, November Expense Report, November Treasurer's Report, December Bills- Motion by Howell to approve, 2nd by Coree, All Ayes, M/C
- 5. NOVEMBER SHERIFF'S REPORT-** Written and Verbal.
- 6. PUBLIC FORUM:** None.

NOVEMBER 2022

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCUJET, LLC	MUNICIPAL CLEAN & TELEWISE	28,687.05
ACCUJET, LLC	SEWER LINER INSTALLATION	58,860.00
ALLIANT ENERGY/IPL	GAS/ELECTRIC	2,342.30
SYNCBAMAZON	LIBRARY AND CWC SUPPLIES	1,511.44
STORY COUNTY ANIMAL CONTROL	WELFARE CHECK- TRIP CHARGE	25.00
ARNOLD MOTOR SUPPLY	TANK RENT	137.36
BADGER METER, INC.	AUG/SEPT/OCT WATER METER HOSTING	57.12
KATIE BALDWIN	MILEAGE	382.50
BLAKE BUCHANAN	CWC EQUIPMENT REPAIR	75.00
BROWN SUPPLY CO	LOCATES SUPPLIES	205.00
CARDMEMBER SERVICE	CH, LIB, PWD SUPPLIES	1,216.66
CC CUSTOM CONTRACTORS,LLC	SCHTF-OOR GRANT- 316 3RD ST.	16,277.75
CITY-CWC WATER	CWC WATER/SEWER	77.78
CJ COOPER & ASSOC., INC.	RANDOM DRUG SCREENING	45.00
DOOR AND FENCE STORE INC	STREETS SHED SPRING RELEASE	292.50
EDISON LIGHTING SUPPLY & DIST.	LIGHTS- CACC, CITY HALL	2,190.60
EFTPS	NOVEMBER	2,832.79
AARON FISHER	FD TRAINING REIMBURSEMENT	125.00
GARBAGE GUYS	AUG/SEPT/OCT GARBAGE PICK-UP	6,623.00
GATEHOUSE MEDIA IA HOLDINGS	LEGALS PUBLISHING	539.47
GWORKS	ANNUAL LICENSE FEE	2,905.00
HOKEL MACHINE SUPPLY	SHOP SUPPLIES	270.78
HARLAN HUFFAKER	STONE FREIGHT	1,278.20
CASHIERS OFFICE	SHOP/PARKS/CACC SUPPLIES	681.37
INT.INSTITUTE MUNICIPAL CLERKS	CLERK MEMBER FEES 2023	210.00
IMMENSE IMPACT LLC	WEBSITE-ANNUAL SUBSCRIPTION	565.95
IOWA ONE CALL	LOCATES	60.30
IPERS	NOVEMBER	1,807.50
IOWA REGIONAL UTILITIES ASSN	METER READS OCT.1 & NOV.1	5,294.16

IOWA RURAL WATER ASSOCIATION	MEMBERSHIP DUES 2023	225.00
IOWA STATE UNIVERSITY	FIRE DEPT. SUBSCRIBER FEES	5,089.88
JEAN BIENFANG	REIMBURSEMENT- CWC SUPPLIES	146.68
JOHN DEERE FINANCIAL	LAWN MOWER,SKID LOADER,SUPPLIES	1,842.73
KEYSTONE LABORATORIES, INC.	WATER TESTING	366.00
LAWSON PRODUCTS	DUMP TRUCK DRILL- SNOW REMOVAL	2,051.58
MID-AMERICAN RESEARCH CHEMICAL	WEED KILLER AND LOCATE SUPPLY	1,249.78
MARSHALL COUNTY LANDFILL	JUL/AUG/SEPT/OCT & PER CAPITA	4,964.25
MARTIN MARIETTA MATERIALS	EROSION STONE- LAGOONS	2,662.64
MATTHEWS WHITE PLUMBING	CWC SEWER CLEANING	417.30
MENARDS-AMES	SHOP, PARK, FD, WATER SUPPLIES	504.65
METERING & TECHNOLOGY SOLUTION	WATER METERS/SUPPLIES	4,664.37
MIDWEST CYLINDER HEAD	ACETYLENE TANKS	135.00
MIDWEST INSURANCE CORP	ADDITION OF EQUIPMENT	547.00
MOM'S	COMMUNITY MEAL #6	4,392.00
MOMAR, INC	WEED KILLER- LAGOONS	3,513.02
MSA PROFESSIONAL SERVICES INC	ENGINEERING-4 PROJECTS	17,247.00
MIDWEST BREATHING AIR LLC	QUARTERLY AIR TEST	193.50
NILAND'S CAFE	COMMUNITY MEAL #7	4,500.00
POSTMASTER	NOV/DEC POSTAGE,CWC PO	
QUALITY FLOW SYSTEMS, INC.	BOX,CERT.MAIL	296.74
RACO	LAGOON SERVICE CHECK	300.00
RJ ELECTRIC	LAGOON ALARM SYSTEM 2022-2023	450.00
ROD BIENFANG	CACC LIGHTING	2,083.69
SHIPTON SERVICES LLC	CWC- FAN- LABOR/MATERIALS	75.00
SIGN PRO	FIRE STATION CASCADE SYSTEM	831.55
STAPLES	SOUTH CITY SIGN	4,155.00
STORY COUNTY MEDICAL CENTER	PWD AND CH INK	357.30
STORY COUNTY TREASURER	DRUG SCREEN COLLECTION	32.00
SUPERIOR WELDING SUPPLY CO.	FY23 QUARTER 2-SHERIFF	8,064.79
TREASURER - STATE OF IOWA	PWD SHOP SUPPLIES	276.15
TRUCK EQUIPMENT, INC	OCT.2022 WET TAX	692.63
U.S.CELLULAR	SNOW PLOW OIL	39.33
WASTE MANAGEMENT	CACC/PWD PEPLINK	168.5
WINDSTREAM	RECYCLING- SEPTEMBER & OCTOBER	2,636.00
PAYROLL	PHONE/INTERNET	1040.58
	NOVEMBER	8,794.93
REPORT TOTAL		220,583.15

FUND	REVENUES	EXPENSES
GENERAL	5,322.65	22,784.33
LIBRARY	8,167.69	3,690.10
WELLNESS CENTER	3,385.78	2,493.88
ROAD USE TAX	5,049.87	5,984.19
EMPLOYEE BENEFITS	610.51	0.00
EMERGENCY LEVY	121.54	0.00
LOCAL OPTION SALES TAX	0.00	0.00
DEBT SERVICE	1,789.10	0.00
TIF	741.45	0.00
2019/20STREETIMPR.	0.00	7,527.00
COMM.CTR.CAP. PROJ.	0.00	3,902.89

SCHTF-OOR GRANTS	0.00	16,277.75
FEMA/STATE DERECHO	0.00	4,155.00
AMERICAN RESCUE PLAN ACT	7200.00	110,918.62
WATER	12,377.57	10,402.68
WATER SINKING	0.00	0.00
SEWER	15,801.77	17,216.06
SEWER SINKING	0.00	0.00
LANDFILL/GARBAGE	5,109.90	15,230.65
TOTAL FUNDS	65,677.83	220,583.15

TRANSFERS

SEWER TO SEWER SINKING 5,919.25
WATER TO WATER SINKING- 3,021.50
TIF TO DEBT SERVICE- \$73,513.42
GENERAL TO LIBRARY- \$9,500.00
L.O.S.T. TO GENERAL- \$35,204.07

7. Property update- 11 4th Street- Written. Council requests clerk to ask for progress pictures of the inside of the house.

8. Motion by Howell to move this item to the January agenda in order to do locates and check for underground utilities, 2nd by Coree, All Ayes, M/C. Proposal by Tonia Hopkin for a street light to be installed on Main Street between 3rd Street and 4th Street

9. Motion by Kennedy to table to January meeting- Discussion of CIP and grant opportunities- Greg Pklapp, 2nd by Coree, All Ayes, M/C

10. Motion by Coree to approve Resolution 2022-37. "A resolution directing city clerk to file lien for collection of municipal infraction fees.", 2nd by Kennedy, Roll Call- All Ayes, M/C

11. Motion by Howell to table until the January meeting, Ordinance 2022-5. "An ordinance amending the Code of Ordinances of the City of Collins, Iowa, by adding a new section defining a Snowbird Policy", 2nd by Kennedy, All Ayes, M/C

12. Motion by Kennedy to approve FY22 Street Finance Report, 2nd by Coree, All Ayes, M/C

13. Motion by Coree to table to the January meeting- Request to approve FY22 Annual Financial Report, 2nd by Howell, All Ayes, M/C

14. Motion by Coree to approve Windstream proposed project on 310th Street in Collins, 2nd by Howell, All Ayes, M/C

15. Set Date for Budget Workshop Meeting- Thursday, January 19th at 6:00pm

16. REPORTS- Coree- None. **Kennedy-** None. **Howell-** The trail now has mileage markers, installed by the county. They look very nice. There has been more use on the trail near Collins. Concerns about people who do not live in Collins or rural Collins partaking in the free meals program. **PWD-** Written and verbal. **Library-** Written and verbal. Motion by Coree to approve the purchase of a laptop, up to \$2,000, which is accounted for in the library's budget and already approved by the Library Board, 2nd by Howell, All Ayes, M/C. **CWC-** Written. **Clerk-** Gave an update on the periodic exam report. Passed out exam review books to each council member. SCHTF- received \$15,000 in additional funding. Motion by Howell to reserve all future funding to be allocated to households that have not previously applied for funding, 2nd by Kennedy, All Ayes, M/C. Story County Emergency Management Commission Appointments- Brett, Stacy, and Andrew for 2023, same as in 2022.

17. ADJOURNMENT- 7:54pm Motion by Coree, 2nd by Howell, M/C