

MINUTES- Regular Meeting of the Collins City Council

1. CALL TO ORDER- Collins City Council met on Thursday, January 13, 2022, 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 via Google Meet, Dawnell Kennedy, Dawn Pasquariello, Marissa Welch. Absent- None. Guests- Deputy Jordan Lentz, Mark Atwood, Cindy Kendall. 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 Coree, M/C

4. CONSENT AGENDA: December 14, 2021 Minutes, December Cash Report, January Bills- Motion by Kennedy to approve, 2nd by Pasquariello, M/C

5. DECEMBER SHERIFF'S REPORT- Written and Verbal. Deputy Jordan Lentz attended the meeting. He reported there was a burglary south of Collins recently. Mayor reported that there have been kids playing "ding, dong, ditch" in Collins recently.

DECEMBER 2021

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ALLIANT ENERGY/IPL	GAS/ELECTRIC	6,230.23
AMAZON	LIB & CWC SUPPLIES	2,386.10
STORY COUNTY ANIMAL CONTROL	BORDER COLLIE, WELFARE CHECK	70.50
ARNOLD MOTOR SUPPLY	VEHICLE SUPPLIES	178.13
BROWN SUPPLY CO	METER PIT	496.00
COLLINS-MAXWELL YEARBOOK	GOLD SPONSOR	200.00
CAHILL LAW OFFICES	PHONE CALLS	150.00
CARDMEMBER SERVICE	CH, LIB, SHOP, CWC	4002.35
CITY-CWC WATER	DECEMBER BILL	77.23
CJ COOPER & ASSOC., INC.	2022 ANNUAL FEES	245.00
CENTRAL STATE BANK	LOAN #64649 GOB INTEREST	4,487.19
CENTRAL STATE BANK	LOAN #65801 GOB INTEREST	2,061.25
DISPLAY SALES	LIGHT BULBS	131.00
EFTPS	FED/FICA TAXES	2,920.32
GARBAGE GUYS	OCTOBER/NOVEMBER	4,215.00
GATEHOUSE-DB IOWA HOLDINGS	PUBLISHING	695.19
GWORKS	ANNUAL LICENSE FEES	2,650.00
BRIAN HELLAND, CIEMSD	FD-DAWNELL KENNEDY TRAINING	150.00
IAMU	PWD OPERATOR TRAINING	300.00
CASHIERS OFFICE- IDOT	JANITORIAL & STREET SUPPLIES	429.66
IOWA FINANCE AUTHORITY	SRF LOAN C0508RR SWR	17,070.00
IOWA FINANCE AUTHORITY	SRF LOAN MD0549R WTR MAINS	1,417.50
INTERSTATE ALL BATTERY CENTER	SEWER LAGOONS	22.50
IPERS	IPERS	1,688.32
IOWA REGIONAL UTILITIES ASSN	DEC.1 METER READING	2,766.77
IOWA RURAL WATER ASSOCIATION	2022 DUES	225.00
IOWA WORKFORCE DEVELOPMENT	21 QUTR 3	35.00
JOHN DEERE FINANCIAL	VAN WALL-SUPPLIES	107.76
JOHN DEERE FINANCIAL	EQUIPMENT LEASE	2,232.96
KEYSTONE LABORATORIES, INC.	WATER TESTING	247.70
KIMBERLEY PAINTING	CACC ADDITION-PAINTING	1,816.00
LAWSON PRODUCTS	SHOP SUPPLIES	489.51

MARSHALL COUNTY LANDFILL	OCTOBER/NOVEMBER	2,081.70
MENARDS - ALTOONA	SHOP SUPPLIES	547.20
MENARDS-AMES	PARKS, CACC, SHOP SUPPLIES	1,508.29
SWANK MOVIE LICENSING USA	2022 LIB.COMPLIANCE LICENSE	176.00
MIDWEST BREATHING AIR LLC	QUARTERLY AIR TEST	192.00
PETE'S TRUCK & DIESEL SERVICE	VEHICLE REPAIRS	354.95
POSTMASTER	STAMPS, JAN.UB POSTAGE	185.65
RICK PURDY	SCHTF-OOR GRANT-105 RAILWAY ST	2,750.00
RJ ELECTRIC	CWC/STREET LIGHT POLE REPAIRS	533.69
STORY COUNTY HOUSING TRUST	GRANT REPAYMENT	14,426.48
TREASURER, STATE OF IOWA	STATE TAXES	1,504.00
STERLING FIRE & SAFETY, INC	FIRE EXTINGUISHER INSPECTIONS	282.50
STILES MECHANICAL SERVICES	CACC ADDITION, PWD SHOP	19,350.00
LUCY MARTIN, AUDITOR	NOV 2021 ELECTION	754.37
STORY COUNTY TREASURER	SHERIFF- FY22 QUARTER 2	7,868.03
SUPERIOR WELDING SUPPLY CO.	SHOP SUPPLIES	193.07
U.S.CELLULAR	PWD LAPTOP	126.48
U.S.CELLULAR	CACC INTERNET	70.45
USABlueBook	WATER SAMPLE SUPPLIES	179.92
WALSH DOOR & SECURITY	CACC KEY FOBS/PROGRAMMING	350.00
WASTE MANAGEMENT	OCTOBER & NOVEMBER	2,222.00
WINDSTREAM	LIB PHONE/INTERNET	173.67
WINDSTREAM	CH/FD PHONE/INTERNET	206.53
PAYROLL	DECEMBER	11,323.21
		127,554.36

REPORT TOTAL

6

FUND	REVENUES	EXPENSES
GENERAL	47,174.48	20,371.77
LIBRARY	9,690.81	4,056.64
WELLNESS CENTER	3,025.22	4,302.43
ROAD USE TAX	4,601.32	8,290.16
EMPLOYEE BENEFITS	704.05	0.00
EMERGENCY LEVY	171.02	0.00
LOCAL OPTION SALES TAX	6,507.77	2952.64
DEBT SERVICE	79,212.16	6548.44
TIF	3,451.94	0.00
2019/20STREETIMPR.	0.00	0.00
COMM.CTR.CAP. PROJ.	6874.26	19,246.72
SCHTF-OOR GRANTS	14426.48	17,176.48
FEMA/STATE DERECHO	1694.25	0.00
ARP-FED	0.00	0.00
WATER	26,019.40	7,602.13
WATER SINKING	13,539.02	1,417.50
SEWER	16,705.63	9,446.10
SEWER SINKING	5935.00	17,070.00
LANDFILL/GARBAGE	5,074.35	9,073.35
TOTAL FUNDS	244,807.16	127,554.36

TRANSFERS

SEWER TO SEWER SINKING 5,935.00
TIF TO DEBT SERVICE 76,359.45

GENERAL TO LIBRARY 9,500.00
FEMA/STATE DERECHO TO WATER 13,539.02
WATER TO WATER SINKING 13,539.02
LOCAL OPTION SALES TAX TO GENERAL 25,642.01
LOCAL OPTION SALES TAX TO GENERAL 14,610.00

6. PUBLIC FORUM: Sara Coree stated her grandfather recently passed away and his house will be sold to a family member, February utility bill may not be paid on time, please don't shut the water off, the bill will get paid.

7. City Consultant Cindy Kendall- FY23 budget, cost of living raises, valuations, other property tax discussions

8. Discussed the formal complaints from Sara Craft regarding a dog that resides at 506 3rd Avenue being off its property and not under control, entering her property at 611 Main Street and causing injury to her pets. Story County Animal Control is involved in this case. Mayor advised Clerk to send a second notice nuisance abatement letter to the owner of the dog.

9. Discussed the formal complaint from Charlene Mullihan regarding the same dog that resides at 506 3rd Avenue being off its property and not under control and entering her property at 514 3rd Avenue.

10. Discussed the definition of "under control" in Chapter 55 "Animal Control and Welfare" of the Code of Ordinances. "Definitions" 55.02.11 states "Control is established when an animal is secured by a leash or lead, confined in a fenced area, or is restrained in a vehicle, or is obedient to a responsible person's commands within a reasonable distance from that person, and such person has in his or her possession a leash or lead appropriate to control such animal." "Prohibited Acts" 55.03.1 states "It is the duty of the animal owner to keep his or her animal under control at all times. It is unlawful for an animal to run at large. All pets must be on a leash. It is unlawful for an owner to allow his or her animal to cause a disturbance or nuisance. Violations of this section may be charged as a civil infraction or criminal violation."

11. Request to approve waiving all or part of January utility bill- 700 1st Avenue Lot #4- this resident has been referred to MICA to apply for their LIHWAP program assistance.

12. Motion by Kennedy to set public hearing on maximum property tax dollars to certify for levy for FY 2022-2023 as February 10th at 7pm at the Collins Community Center, 2nd by Welch, M/C

13. Motion by Howell to open the public hearing on Amendment #1 for the 2021-2022 Budget at 8:28pm, 2nd by Kennedy, M/C. No questions or comments from the public. Motion by Howell to close the public hearing at 8:29pm, 2nd by Kennedy, M/C.

14. Motion by Howell to approve Resolution 2022-1. "City Budget Amendment and Certification Resolution- FY2022- Amendment #1", 2nd by Coree, Roll Call- All Ayes, M/C

15. Motion by Pasquariello to open the public hearing on Adoption of Code Book at 8:30pm, 2nd by Kennedy, M/C. No questions or comments from the public. Motion by Kennedy to close the public hearing at 8:31pm, 2nd by Coree, M/C.

16. Motion by Howell to do the first reading of Ordinance 2022-1. An Ordinance Adopting the "Code of Ordinances of the City of Collins, Iowa", 2nd by Kennedy, Roll Call- All Ayes, M/C. Motion by Kennedy to suspend the statutory rule requiring an ordinance to be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed, 2nd by Coree, Roll Call- All Ayes, M/C. Motion by Howell to put Ordinance 2022-1 upon its final consideration and to adopt Ordinance 2022-1, 2nd by Coree, Roll Call- All Ayes, M/C, Ordinance passed.

17. Motion by Kennedy to approve Resolution 2022-2. "Resolution to approve the City of Collins becoming a member of the Mid-Iowa Planning Alliance for Community Development", 2nd by Pasquariello, Roll Call- All Ayes, M/C

18. Motion by Pasquariello to approve Colo Telephone Company Right of Way Permit, 2nd by Coree, M/C

19. Table to February meeting- Request to approve agreement with Colo Telephone and Huxley Communications

20. Motion by Coree to approve Sign Pro bid in the amount of \$4,155 for the south city sign, 2nd by Pasquariello, M/C

21. Discussed CACC deep-cleaning needs assessment- Council asked for Jean Bienfang to give them a price quote for doing the deep cleaning, Clerk will present it at the February council meeting. PWD will purchase the needed supplies and will get a cleaning check-list made for the CACC janitor.

22. Discussed Capital Improvement Plan

23. Discussed Comprehensive Plan

24. Motion by Coree to appoint two new representatives to the Story County Economic Development Group, Mayor Brett Comegys as Primary Representative and City Clerk Katie Baldwin as Secondary Representative, 2nd by Pasquariello, M/C.

25. Motion by Kennedy to appoint two new representatives to the Story County Emergency Management Commission, Mayor Brett Comegys as Primary Representative, Councilmember Stacy Howell as the Elected Alternate Representative, and Councilmember Andrew Coree as the Appointed Alternate, 2nd by Welch, M/C

26. Motion by Welch to appoint two new representatives to the Solid Waste Management Commission of Marshall County, Councilmember Andrew Coree as Primary Representative, Councilmember Dawn Pasquariello as Alternate Representative, 2nd by Kennedy, M/C

27. Set date for MLA Part 2 Training- Clerk will forward the email from the Iowa League of Cities with the videos and each person will watch them on their own time

28. Motion by Coree to purchase 6 additional 2022 Iowa Municipal Policy Leaders' Handbooks from Iowa League of Cities, 2nd by Pasquariello, M/C

29. Mayor advised Clerk to send 2nd notice nuisance abatement letter to 206 3rd Avenue for violation of diagonal parking code, and 1st notice nuisance abatement letter to 308 2nd Avenue for violation of diagonal parking code.

30. Discussed water loss update

31. REPORTS- Mayor- Asked council to look over the draft agreement with the CM School District to see if any changes are needed. #11 needs to state that the school district will incur all closing costs since the city is gifting the land to the school district. Gave Story County ARPA application update. **Welch-** None. **Pasquariello-** None. **Kennedy-** None. **Coree-** Received a complaint from a citizen regarding trees being cut down on the east side of the tennis court in the city park where the new bus barn will be built. Everyone agreed that this will be up to the engineer's designs. **Howell-** Asked PWD why the City Hall bathrooms don't have hot water- he responded that there is not a hot water heater in City Hall. Asked what the definition of "skirting" is pertaining to the RV that is parked at the mobile home park. Mayor advised Clerk to send a letter to tenant, mobile home park owner, and mobile home park manager stating that the black plastic they are using for skirting does not fit the definition of skirting. **PWD-** Written and Verbal. **Library-** Written and Verbal. Motion by Coree to approve expenditures of \$404.89, 2nd by Welch, M/C. **CWC-** Written and Verbal. Motion by Kennedy to approve expenditures up to \$411, 2nd by Pasquariello, M/C. **Clerk-** Asked if she could get price quotes for an IT person or company to help set up her desktop and laptop computers. Mayor and council advised that she can do that and present prices at February meeting.

32. ADJOURNMENT- 9:57pm Motion by Howell, 2nd by Coree, M/C