

MINUTES- Regular Meeting of the Collins City Council

1. CALL TO ORDER- Collins City Council met on Thursday, July 17, 2025, at 7pm 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, Stephanie Smith, Dawn Pasquariello (arrived at 7:06pm). Absent- Marissa Welch. Guests- Nichole Albrecht, Karin Sevde, Mark Atwood, Shelby Smith (arrived at 9pm). City personnel present: City Clerk Katie Baldwin, Library Director Sara Coree, Public Works Director Darren Kennedy.

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

4. CONSENT AGENDA: June 12, 2025 Minutes, June Cash Report, June Revenue Report, June Expense Report, June Treasurer's Report, July Bills- Motion by Kennedy to approve, 2nd by Smith, All Ayes, M/C

5. MAY SHERIFF'S REPORT- No deputy present.

6. PUBLIC FORUM: Karin Sevde- Executive Director of the Story County Community Foundation gave an update on grant funding that is available.

JUNE 2025

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
3E ELECTRICAL ENGINEERING &	FIRE STATION GENERATOR	750.79
ALLIANT ENERGY/IPL	GAS/ELECTRIC	4,806.57
CARDMEMBER SERVICE	CACC, PWD, CH, LIB, CWC PURCHASES	728.15
CENTRAL IOWA BROADBAND	PHONE/INTERNET	822.77
CITY-CWC WATER	MAY & JUNE CWC BILLS	177.16
CENTRAL STATE BANK	FIRE STATION/WATER MAINS GOB	41,316.38
CENTRAL STATE BANK	STREETS GOB	43,728.75
CENTRAL STATE BANK	STREETS GOB	98,626.55
EFTPS	FED/FICA TAXES	3,327.87
GARBAGE GUYS	GARBAGE- APRIL/MAY	4,538.00
GCMOA	GCMOA ANNUAL DUES	25.00
IOWA FINANCE AUTHORITY	SRF LOAN- SWR LAGOONS	56,345.00
IOWA FINANCE AUTHORITY	SRF LOAN- WTR MAINS	33,753.75
IPERS	IPERS	2,247.87
IOWA REGIONAL UTILITIES ASSN	MAY 1 & JUNE 1 METER READ	7,478.50
JEAN BIENFANG	CWC BENCH REIMBURSEMENT	150.00
JOHN DEERE FINANCIAL	PWD THEISENS PURCHASES	570.96
JOHN DEERE FINANCIAL	LAWN MOWER PAYMENT	558.67
JOHN DEERE FINANCIAL	SKID LOADER LEASE	1,210.48
JOHN DEERE FINANCIAL	TRACTOR LEASE PAYMENT	589.24
JOHN DEERE FINANCIAL	LAWN MOWER PAYMENT	566.11
MACQUEEN	FIRE DEPT.COATS & PANTS	6,696.00
MARSHALL COUNTY LANDFILL	LANDFILL- APRIL & MAY	2,732.95
MENARDS-AMES	PWD SHOP SUPPLIES	539.02
MIDWEST BREATHING AIR LLC	FD QUARTERLY AIR TEST	203.75
POSTMASTER	JUNE UB POSTAGE	35.00
POSTMASTER	CITY HALL PO BOX FEE	84.00
POSTMASTER	CERTIFIED MAIL	9.68
RJ ELECTRIC	CH/LIB GENERATOR INSTALL	2,675.00
SHOTTENKIRK CHEVROLET	TIRES-NEW CITY PICKUP TRUCK	1,026.08
SHOTTENKIRK CHEVROLET	2011 PWD TRUCK REPAIR	679.13
TREASURER, STATE OF IOWA	STATE TAXES	1,181.54

TREASURER - STATE OF IOWA	MAY WET TAXES	733.84
U.S.CELLULAR	PWD LAPTOP	129.58
WASTE MANAGEMENT	RECYCLING	2,916.00
PAYROLL	JUNE	11,306.06
REPORT TOTAL		333,266.20

FUND	REVENUES	EXPENSES
GENERAL	3,527.67	13,170.96
LIBRARY	0.00	2,835.20
WELLNESS CENTER	1,743.63	1,419.57
ROAD USE TAX	7,261.15	4,268.56
EMPLOYEE BENEFITS	95.40	0.00
EMERGENCY LEVY	0.00	0.00
LOCAL OPTION SALES TAX	6,284.90	2,675.00
DEBT SERVICE	231.22	183,671.68
TIF	0.00	0.00
2019/20STREETIMPR.	0.00	0.00
CACC & PARKS CAP. PROJECTS	7,692.31	0.00
SCHTF-OOR GRANTS	0.00	0.00
FEMA/STATE DERECHO	0.00	0.00
AMERICAN RESCUE PLAN ACT	0.00	0.00
DETENTION POND	0.00	0.00
214 MAIN STREET PROJECT	0.00	0.00
WATER	17,292.25	13,056.12
WATER SINKING	0.00	33,753.75
SEWER	17,384.83	11,872.41
SEWER SINKING	0.00	56,345.00
LANDFILL/GARBAGE	5,665.46	10,197.95
TOTAL FUNDS	67,178.82	333,266.20

TRANSFERS

SEWER TO SEWER SINKING- 5,990.84

WATER TO WATER SINKING- 2,831.67

7. Motion by Kennedy to approve SCHTF project- 111 4th Street (Clear Creek Renovations quote for \$3,875 and BAM Basements quote for \$11,010.47), 2nd by Howell, All Ayes, M/C

8. Motion by Kennedy to table to August meeting- Willie Beeler- drainage project on south end of town, 2nd by Pasquariello, All Ayes, M/C

9. Motion by Kennedy to approve the tree removal quote (Brandon Haynes quote for \$2,500) contingent on the placement of the property line pin being located on the south side of the tree meaning the tree is completely on city property- 112 4th Street, 2nd by Howell, All Ayes, M/C

10. Motion by Kennedy to approve Resolution 2025-12. "Resolution authorizing a change in compensation for Katie Baldwin, City Clerk", 2nd by Pasquariello, Roll Call- All Ayes, M/C

11. Motion by Kennedy to approve appointing Brandie Chevalier and Cody Coffelt to another Library Board term, 2nd by Pasquariello, All Ayes, M/C. Discussion ensued regarding the Library Board not holding monthly meetings (Library Director Sara Coree stated that they have not met in at least 10 months), and as a result of that, the library is going to lose its Tier 3 status and will lose at least \$1,500 in annual funding due to that.

12. Motion by Kennedy to approve Nicole & Quinn Albrecht's proposal to establish a Parks Committee for Collins, 2nd by Howell, All Ayes, M/C

13. Discussed new park equipment to be paid with Story County TIF grant funds. Stephanie and Darren are going to work together with a sales rep to have ideas/options to be presented at the August meeting. Motion by Howell to table and put this on the August agenda, 2nd by Smith, All Ayes, M/C

14. Discussed Story County TIF grant Trailside Park expenditures

15. Motion by Kennedy to table the purchase of new trash cans at Trailside Park, 2nd by Smith, All Ayes, M/C

16. Motion by Kennedy to table Trailside Park tunnel mural options, 2nd by Howell, All Ayes, M/C

17. Discussed purchasing business name plaques for city business sign on highway. Will get information for the August meeting.

18. No action taken because we didn't have the invoice to approve final invoice for business sign framing (cost increase due to work order changes/increase in material costs)

19. Motion by Kennedy to approve acting on formal complaint- fireworks at 306 3rd Avenue on July 11th- will send a certified letter and assess a \$50 fine for 1st offense, 2nd by Pasquariello, All Ayes, M/C

20. Discussed sidewalk ordinance. Will add Ordinance 2025-2 to the August agenda- adding the words "continuous pour" to code 136.07 in city code.

21. Discussed employee evaluations. Council member Howell would like them done at least once per year. Council member Kennedy would like a resolution added to the August agenda that states that full time employees will get a performance-based raise every year on July 1st in addition to the Cost of Living raise that is given on July 1st of each year.

22. REPORTS- Mayor- None. **Kennedy-** None. **Smith-** Asked if Collins Days could be moved to a month in the fall rather than June. Asked if she can label the drawers in the CACC kitchen. **Howell-** Asked about a 4-way yield intersection at the corner of 1st Street and 3rd Avenue. Does not want food trucks in Collins at the Aug. 9th Heart of Iowa Nature Trail grand opening event. Asked clerk to send a letter to 403 Main Street to submit a deck permit, and a letter to 224 Main Street regarding grass/weeds being longer than 6 inches. Asked clerk to ask Story County Conservation if they can put "bike crossing" signs at the intersection of 1st Avenue and 1st Street since the trail is now closed at the tunnel due to the park construction, and bicyclists are entering town via that intersection on the highway. **Pasquariello-** None. **Library-** Written and verbal. **CWC-** Written. **City Clerk-** None. **PWD-** Written and verbal. Council approved for the C-M Athletic Boosters to pour a small cement slab at the softball field concession stand.

23. ADJOURNMENT- 10:03pm Motion by Kennedy, 2nd by Smith, All Ayes, M/C