

## MINUTES- Regular Meeting of the Collins City Council

- 1. CALL TO ORDER-** Collins City Council met on Thursday, June 12, 2025, at 6:30pm 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. Absent- Marissa Welch. Guests- Deputy Logan Powers, Deputy Hamilton, Shelby Smith, Willie Beeler, Mark Atwood, Rick Purdy, Alex Rainey, Megan Toney, Rob Toney, Crystal Davis, Mike Cox, Ben Bentil & nephew, Shannon Ellis, Jessica Jones and son. City personnel present: City Clerk Katie Baldwin, Library Director Sara Coree, Public Works Director Darren Kennedy.
- 3. APPROVAL OF POSTED AGENDA-** Motion by Howell to approve, 2<sup>nd</sup> by Smith, All Ayes, M/C
- 4. CONSENT AGENDA:** May 8, 2025 Minutes, May Cash Report, May Revenue Report, May Expense Report, May Treasurer's Report, June Bills- Motion by Kennedy to approve, 2<sup>nd</sup> by Pasquariello, All Ayes, M/C
- 5. MAY SHERIFF'S REPORT-** Deputy Powers asked if there was anything the City would need extra during Collins Days. Smith asked if they can provide a vehicle for the Touch a Truck event at Collins Days. Howell asked if a speed limit sign can be added south of town. Updated on fireworks ordinance. New state law states that cities cannot restrict fireworks on July 3<sup>rd</sup> and July 4<sup>th</sup> during certain times. Deputy Hamilton gave update on the Trailside Park tunnel graffiti incident. The boy who did most of it wanted to come to this meeting to apologize to the City. His mother brought him and he and mayor/council had a discussion.
- 6. PUBLIC FORUM:** Willie Beeler proposed a drainage ditch starting on property he owns on the southeast part of town and heading along the south side of town. He is willing to allow the drainage ditch to utilize part of his property. He has been speaking with PWD Kennedy about this possible project. This will be added to the July agenda. Shelby Smith asked if the city is going to do anything about a fence that was built without submitting a fence permit or paying the permit fee. This will be discussed during the Mayor Report at the end of the meeting. Ben Bentil spoke about the city sign on Hwy 65 that he is in the process of building. This will be added to the July agenda.

### MAY 2025

#### CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
KATIE BALDWIN	MILEAGE REIMBURSEMENT	230.30
BRANDON HAYNES	MAIN ST TREE REMOVAL	4,000.00
CARDMEMBER SERVICE	CWC, LIBRARY, PWD PURCHASES	934.53
EFTPS	FED/FICA TAXES	2,584.21
IPERS	IPERS	1,787.30
JAMES LAXTON	CWC PAINTING- HAIL DAMAGE	1,300.00
POSTMASTER	MAY UB POSTAGE	36.05
POSTMASTER	CERTIFIED MAIL	9.68
RJ ELECTRIC	ELECTRICAL- PARK, CWC, CH/LIB GEN.	10,634.94
SAMUEL SUMMERFIELD IOWA, LLC	CITY BUSINESS SIGN MATERIALS	3,700.41
SHELBY SMITH	FERTILIZER-MAIN STREET FLOWERS	17.89
STORY CO RECORDER	SCHTF DEED RELEASE	7.00
SUNBELT RENTALS, INC	SCISSOR LIFT RENTAL	972.71
PAYROLL	MAY	8,775.97

**REPORT TOTAL 34,990.99**

FUND	REVENUES	EXPENSES
GENERAL	7,959.43	7,186.65
LIBRARY	0.00	1,700.40
WELLNESS CENTER	2,306.60	1,295.85
ROAD USE TAX	5,227.56	2,250.55
EMPLOYEE BENEFITS	1,352.57	0.00
EMERGENCY LEVY	0.00	0.00
LOCAL OPTION SALES TAX	7,921.07	14,150.74
DEBT SERVICE	3,278.13	0.00
TIF	0.00	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	0.00
DETENTION POND	0.00	0.00
214 MAIN STREET PROJECT	0.00	0.00
WATER	14,121.98	2,229.95
WATER SINKING	0.00	0.00
SEWER	17,616.66	6,164.80
SEWER SINKING	0.00	0.00
LANDFILL/GARBAGE	5,871.24	12.05
<b>TOTAL FUNDS</b>	<b>65,655.24</b>	<b>34,990.99</b>

#### **TRANSFERS**

SEWER TO SEWER SINKING- 5,990.84

WATER TO WATER SINKING- 2,831.67

TIF TO DEBT SERVICE- 12,133.00

LOCAL OPTION SALES TAX TO GENERAL- 49,475.00

GENERAL TO LIBRARY- 9,750.00

**7. Crystal Davis from Story County Community Outreach and Mike Cox from Story County Conservation gave a presentation on the Heart of Iowa Nature Trail Ribbon Cutting Ceremony and “The Heart’s New Beat Bike Ride” to be held on August 9<sup>th</sup>, 2025**

**8. Motion by Pasquariello to approve Addendum to Easement Agreement between D & Z Storage and the City of Collins, 2<sup>nd</sup> by Smith, Roll Call- All Ayes, M/C**

**9. Motion by Kennedy to have PWD get an estimate for removal of tree at 112 4<sup>th</sup> Street, 2<sup>nd</sup> by Pasquariello, All Ayes, M/C. This will be added to the July agenda**

**10. No action taken as owners of Lucky’s Pub have decided not to hold this event- Lucky’s Pub hosting a band at city amphitheater on July 19, 2025**

**11. Motion by Kennedy to approve building permit- 407 3<sup>rd</sup> Avenue, 2<sup>nd</sup> by Smith- Roll Call- Kennedy, Pasquariello, and Smith- Ayes, Howell-Abstained, M/C**

**12. Motion by Pasquariello to approve increase in Clerk pay to \$25 per hour effective immediately, 2<sup>nd</sup> by Smith, Roll Call- All Ayes, M/C. A wage increase resolution will be added to the July agenda.**

**13. Motion by Pasquariello to approve a 3-month building permit time extension to October 20, 2025- 427 2<sup>nd</sup> Street, 2<sup>nd</sup> by Howell, All Ayes, M/C**

**14. Motion by Kennedy to hold off on any sidewalk regulations at 410 3<sup>rd</sup> Avenue until all renovations are complete and the yard is not being driven on continuously, renovations and sidewalk to be complete by September 20<sup>th</sup>, if that date cannot be accomplished, homeowner will attend the September council meeting and ask for another time extension, at that time council can either approve or deny the requested extension, 2<sup>nd</sup> by Smith, All Ayes, M/C. City will let homeowner know asap if what he has currently installed for the sidewalk is against City Code.**

**15. Motion by Smith to approve purchase of chairs and tables for Community Center (16 tables & 100 chairs- up to \$8,015.30 to be paid out of CACC Capital Project Fund), 2<sup>nd</sup> by Kennedy, All Ayes, M/C. Motion by Smith to approve donating the old tables and chairs from the CACC to the Collins American Legion to rent out to community members as a funding source for the Legion, 2<sup>nd</sup> by Pasquariello, All Ayes, M/C**

**16. Motion by Kennedy to approve Story County Economic Development Group annual funds (\$7,692.31) placement into the CACC Capital Project fund, to be used for additional security cameras at Trailside Park, 2<sup>nd</sup> by Pasquariello, All Ayes, M/C**

**17. Motion by Kennedy to approve FY26 Story County Animal Control Contract, 2<sup>nd</sup> by Pasquariello, All Ayes, M/C**

**18. Motion by Smith to approve new CWC board member- Andrew Lindemoen, 2<sup>nd</sup> by Howell, All Ayes, M/C**

**19. Motion by Pasquariello to approve appointing Gloria Christie and Don Moody to another 2-year Library Board term, 2<sup>nd</sup> by Kennedy, All Ayes, M/C**

20. Motion by Howell to approve Promissory Note with Exchange State Bank for \$44,583.95 for purchase of new PWD pickup truck, 2<sup>nd</sup> by Kennedy, Roll Call- All Ayes, M/C
21. Motion by Howell to approve purchase of snow plow (\$11,428 paid for with Garbage, RUT, Water, and Sewer funds) for new PWD pickup truck, 2<sup>nd</sup> by Smith, All Ayes, M/C
22. Motion by Howell to approve purchase of city decals for new PWD pickup truck (up to \$500 paid for with RUT fund), 2<sup>nd</sup> by Smith, All Ayes, M/C
23. Motion by Howell to approve a 6-month payment plan for \$479.45 past utility bill, 2<sup>nd</sup> by Smith, All Ayes, M/C
24. Discussed Story County ARPA grant expenditures- sewer project and water project remaining grant funds
25. Motion by Kennedy to approve contract with MSA for water main engineering, 2<sup>nd</sup> by Smith, Roll Call- All Ayes, M/C
26. Motion by Kennedy to approve Story County TIF grant Trailside Park expenditures as they are related to the safe room component of the grant, including concrete pads, not to exceed \$60,000, 2<sup>nd</sup> by Smith, Roll Call- All Ayes, M/C
27. Tabled until further notice- First reading of Ordinance 2025-2. "Property Maintenance and Residential Rental Code"
28. Motion by Howell to approve sending letters to properties that are out of compliance with mowing, 2<sup>nd</sup> by Kennedy, All Ayes, M/C. Howell asked to have a reminder also posted on the City Facebook page and sent out to the mass email list.
29. Due to the fact that the City of Collins received a lot of grant money, and expended in excess of \$1,000,000 for two years in a row, the State of Iowa mandates that we have an annual exam for FY25. Motion by Howell to approve awarding a contract to Gronewold, Bell, Kyhnn & Co. PC (up to \$6,600, paid for with General, RUT, Water, Sewer, and Garbage funds), for FY25 Annual Exam, 2<sup>nd</sup> by Smith, Roll Call- All Ayes, M/C
30. Motion by Kennedy to approve updating alarm agent at sewer lagoons (\$4,960 paid for with Sewer fund), 2<sup>nd</sup> by Howell, All Ayes, M/C
31. Motion by Howell to rescind CWC roof repair quote that was approved at the May 2025 council meeting, and to table approving a new quote for CWC roof repair, 2<sup>nd</sup> by Smith, All Ayes, M/C
32. **REPORTS- Mayor-** Someone has approached him about turning the elementary school track into a velodrome. Motion by Pasquariello to approve painting the tunnel at Trailside Park to cover all graffiti (up to \$1,000, paid for with CACC Capital Project fund), 2<sup>nd</sup> by Smith, All Ayes, M/C. **Kennedy-** Would like the end of month reports to be sent to the City Treasurer on or before the Monday before council meeting. Would like paychecks to be done on Friday afternoons so they can be signed and submitted to the bank by 9:30am on Mondays. **Smith-** None. **Howell-** Would like council packets to be sent on Mondays instead of Tuesdays. Would like City Clerk to not answer the City Hall door or the City Hall phone when it is outside of City Hall's open hours (M, T, W, F from 9am-1pm, Thurs. from 2-6pm). Mayor suggested that the Clerk only open the top portion of the City Hall door if someone knocks outside of open hours. **Pasquariello-** Trash cans at Trailside Park were full and overflowing during the softball games last week. Clerk will send the softball schedule to the volunteer in charge of emptying the garbage cans. Would like a reminder sent out regarding people obeying stop signs. She has seen and experienced near tragedies from people rolling through stop signs. Would like Clerk to reach out to Story County Conservation regarding a stop sign on the HOINT to see if sensors for approaching vehicles can be added to it. **Library-** Written and verbal. **CWC-** Written. **City Clerk-** Asked if council would like to move the date of the July council meeting since she will be gone on the July 10<sup>th</sup> regular meeting date. Council opted to move the meeting to July 17<sup>th</sup> instead of the 10<sup>th</sup>. Asked if City Hall can rent an internet extender from Colo Telephone to hopefully help the internet signal get from the back of the Library to City Hall. The cost is \$6.50 per month. Motion by Smith to approve, 2<sup>nd</sup> by Pasquariello, All Ayes, M/C. **PWD-** Written and verbal.
33. **ADJOURNMENT- 10:08pm** Motion by Howell, 2<sup>nd</sup> by Pasquariello, All Ayes, M/C