**MINUTES- Regular Meeting of the Collins City Council**

# 1. CALL TO ORDER- Collins City Council met on Thursday, January 11, 2024, 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, Stephanie Smith. Absent- Council Member Marissa Welch, Public Works Director Darren Kennedy, Library Director Sara Coree. Guests- Deputy Logan Powers. City personnel present: City Clerk Katie Baldwin.

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

**4. CONSENT AGENDA:** December 14 & 18, 2023 Minutes, December Cash Report, December Revenue Report, December Expense Report, December Treasurer’s Report, January Bills- Motion by Howell to approve, 2nd by Pasquariello, All Ayes, M/C

**5. NOVEMBER SHERIFF’S REPORT-** Deputy Powers stated that the 2023 total patrol hours is miscalculated- he will work on getting it fixed.

**6. PUBLIC FORUM:** None

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| **DECEMBER CLAIMS REPORT** | |  | |  | |
| **VENDOR** | | **REFERENCE** | | **AMOUNT** | |
| ALLIANT ENERGY/IPL | | GAS/ELECTRIC | | 5,344.30 | |
| BADGER METER, INC. | | FEB/NOV 23 SERVICE FEE | | 40.98 | |
| KATIE BALDWIN | | MILEAGE REIMBURSEMENT | | 414.62 | |
| CARDMEMBER SERVICE | | CH, CWC, LIB, PWD EXPENSES | | 2,508.89 | |
| CENTRAL IOWA BROADBAND | | PHONE/INTERNET | | 438.51 | |
| CITY-CWC WATER | | DECEMBER BILL | | 78.31 | |
| COLLINS FIRE & RESCUE | | REIMBURSE-WORK GLOVES | | 33.16 | |
| SARA COREE | | MILEAGE REIMBURSEMENT | | 23.58 | |
| CENTRAL STATE BANK | | LOAN #65801 GOB INTEREST | | 1,131.05 | |
| CENTRAL STATE BANK | | LOAN #64649 GOB INTEREST | | 3,318.75 | |
| CENTRAL STATE BANK | | LOAN #66716 GOB INTEREST | | 4,618.06 | |
| DAKOTA SUPPLY GROUP | | WATER SERVICE SUPPLIES | | 3,168.64 | |
| DORSEY & WHITNEY LLP | | LEGAL FEES-GO STREET BOND | | 7,000.00 | |
| EFTPS | | FED/FICA TAXES | | 3,426.93 | |
| GARBAGE GUYS | | NOVEMBER GARBAGE PICK-UP | | 2,146.00 | |
| IOWA FINANCE AUTHORITY | | SRF LOAN MD0549R WTR MAINS | | 866.25 | |
| IOWA FINANCE AUTHORITY | | SRF LOAN MD0549R WTR MAINS | | 15,945.00 | |
| IOWA ONE CALL | | LOCATES | | 8.10 | |
| IPERS | | IPERS | | 1,994.39 | |
| IOWA REGIONAL UTILITIES ASSN | | DEC 5TH METER READ | | 3,206.00 | |
| JEAN BIENFANG | | CWC REIMBURSE-SOUP SUPPER | | 56.31 | |
| JOHN DEERE FINANCIAL | | TRACTOR LEASE PAYMENT | | 589.24 | |
| JOHN DEERE FINANCIAL | | THEISENS-SHOP SUPPLIES | | 238.94 | |
| JOHN DEERE FINANCIAL | | SKID LOADER LEASE | | 1,210.48 | |
| JOHN DEERE FINANCIAL | | LAWN MOWER PAYMENT | | 562.39 | |
| MICROBAC LABORATORIES, INC. | | WATER TESTING | | 259.00 | |
| KSM CONCRETE SERVICES | | STREET REPAIRS- 4TH AVE. & S. MAIN ST. | | 29,771.88 | |
| LAWSON PRODUCTS | | SHOP SUPPLIES | | 925.58 | |
| MARSHALL COUNTY LANDFILL | | NOVEMBER LANDFILL | | 1,404.80 | |
| MENARDS-AMES | | SHOP SUPPLIES | | 1,556.52 | |
| MID-IOWA COMMUNITY ACTION, INC | | BUDGET ALLOCATION-FY24 | | 250.00 | |
| RJ ELECTRIC | | CWC HANDICAP DOOR | | 274.21 | |
| TREASURER, STATE OF IOWA | | STATE TAXES | | 1,490.93 | |
| U.S.CELLULAR | | PWD LAPTOP | | 109.49 | |
| WINGS OF REFUGE | | CWC/SAC.MISS.SOUP SUP.DONATION | | 800.00 | |
| PAYROLL | | DECEMBER | | 12,468.62 | |
| **REPORT TOTAL** | |  | | **107,679.91** | |
| **FUND** | **REVENUES** | | **EXPENSES** | |
| GENERAL | 4,920.27 | | 10,072.26 | |
| LIBRARY | 0.00 | | 2,579.20 | |
| WELLNESS CENTER | 2,675.15 | | 2,877.70 | |
| ROAD USE TAX | 5,592.09 | | 15,966.46 | |
| EMPLOYEE BENEFITS | 642.70 | | 0.00 | |
| EMERGENCY LEVY | 124.05 | | 0.00 | |
| LOCAL OPTION SALES TAX | 7,699.07 | | 1,801.39 | |
| DEBT SERVICE | 1,738.19 | | 9,067.86 | |
| TIF | 209.46 | | 0.00 | |
| 2019/20STREETIMPR. | 0.00 | | 7,000.00 | |
| 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 | | 19,430.00 | |
| DETENTION POND | 0.00 | | 0.00 | |
| COMMUNITY CATALYST GRANT | 0.00 | | 0.00 | |
| WATER | 14,894.99 | | 9,885.15 | |
| WATER SINKING | 0.00 | | 866.25 | |
| SEWER | 16,646.20 | | 8,637.84 | |
| SEWER SINKING | 0.00 | | 15,945.00 | |
| LANDFILL/GARBAGE | 5,120.94 | | 3,550.80 | |
| **TOTAL FUNDS** | **60,263.11** | | **107,679.91** | |

**TRANSFERS**

SEWER TO SEWER SINKING- 5,990.84

WATER TO WATER SINKING- 2,831.67

**7. Discussed formal complaint regarding a loose dog- no action taken as complainant did not know who the dog belongs to and no picture.**

**8. Discussed Community Center use by morning coffee club- will revisit at May meeting.**

**9. Discussed sidewalks that need repaired or replaced- will revisit at May meeting.**

**10. Discussed remaining Story County ARPA funds- will revisit at February meeting.**

**11. Motion by Kennedy to approve Stacy Howell and Stephanie Smith as Alternate Members of the 2024 Story County Emergency Management Commission, 2nd by Pasquariello, All Ayes, M/C**

**12. Discussed the Rising Star program- no action taken.**

**13. Motion by Kennedy to approve CWC purchase of equipment (dumbbell rack and door strike), 2nd by Howell, All Ayes, M/C**

**14. Motion by Howell to approve Story County Housing Trust Fund FY25 matching commitment request, 2nd by Kennedy, All Ayes, M/C**

**15. Motion by Kennedy to set public hearing date for Amendment #1 for the 2023-2024 Budget, February 15th at 7pm at the Collins Community Center, 2nd by Howell, All Ayes, M/C**

**16. REPORTS- Mayor-** Gave update on a meeting he attended regarding Heart of Iowa Trail going east of Collins. Met with Greg Piklapp regarding housing and development in Collins. Gave update on CACC floor trim.  **Kennedy**- Reminded of the council meeting with Midwest Insurance on January 29th at 6pm at Community Center. Would like letters sent to department heads stating that budget money needs to be spent before May 1st and invoices received prior to June council meeting. Updated council that Daryl Kennedy has resigned as Fire Chief and Cory Sievers is the new Fire Chief. **Smith-** Asked if City is required to plow city-owned resident parking areas adjacent to resident’s property, the answer is no. **Howell-** Asked about business signs. Mayor has a quote from Nagle Signs. The cost for one sign is over $15,000. This topic will be added to the February agenda. **Pasquariello-** None.  **Library**- Motion by Kennedy to approve purchases totaling $300, 2nd by Smith, All Ayes, M/C. **CWC**- Written. **City Clerk-** Was contacted by Livability Ames about advertising in magazine. Council states that the city doesn’t have the budget for that right now.

**17. ADJOURNMENT- 9:15pm Motion by Howell, 2nd by Kennedy, All Ayes, M/C**