

MINUTES- Regular Meeting of the Collins City Council

1. CALL TO ORDER- Collins City Council met on Thursday, November 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 via GoogleMeets, Dawnell Kennedy, Dawn Pasquariello, Marissa Welch. Absent- Mayor Brett Comegys. Guests- Cliff Dalbey, Deputy Schroeder, Mark Atwood, Aaron and Dale Fisher. 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 Pasquariello, M/C

4. CONSENT AGENDA: October 13, 2022 Minutes, October Cash Report, October Revenue Report, October Expense Report, October Treasurer's Report, November Bills- Motion by Coree to approve, 2nd by Welch, M/C

5. OCTOBER SHERIFF'S REPORT- Deputy stated that there have been car thefts in Story County lately- don't leave cars unlocked

6. PUBLIC FORUM: Cliff Dalbey would like city council to send a letter to the person who owns the post office building requesting that he fixes the parking area. Council directed clerk to send the letter. Mark Atwood asked how the water leak situation is progressing. Council let him know that the water leak/loss was only 9% last month, so it is getting much better.

OCTOBER 2022

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
B FABULOUS BBQ & CATERING	COMMUNITY MEAL #5	4,050.00
CHEMSEARCH	STING-X PRO AEROSOL	227.68
CITY-CWC WATER	OCTOBER WATER BILL	77.78
EFTPS	FED/FICA TAXES	3,180.33
GIRARD'S CARPENTRY, LLC	STREETS BUILDING	4,950.00
IPERS	IPERS	2,033.65
TREETOP PRODUCTS, INC	BOB TITUS MEMORIAL BENCH	1,206.59
TWIN ANCHORS	COMMUNITY MEAL #4	4,050.00
PAYROLL	OCTOBER	9,773.31
REPORT TOTAL		29,549.34

FUND	REVENUES	EXPENSES
GENERAL	53,337.02	3,887.62
LIBRARY	0.00	1,349.45
WELLNESS CENTER	2,309.01	683.21
ROAD USE TAX	5,347.82	6,337.20
EMPLOYEE BENEFITS	6,069.90	0.00
EMERGENCY LEVY	1,208.48	0.00
LOCAL OPTION SALES TAX	3,666.49	0.00
DEBT SERVICE	17,650.70	0.00
TIF	84,395.42	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	1624.36	8,100.00
WATER	16,825.70	1,720.30
WATER SINKING	0.00	0.00
SEWER	18,580.82	7,471.56
SEWER SINKING	0.00	0.00

LANDFILL/GARBAGE	5,454.84	0.00
TOTAL FUNDS	216,470.56	29,549.34

7. Motion by Coree to approve car port building permit- 609 1st Ave., 2nd by Pasquariello, All Ayes, M/C. Motion by Coree to approve lean-to building permit- 609 1st Ave., 2nd by Welch, All Ayes, M/C
8. Motion by Coree to approve deck permits- 11 4th Street, 2nd by Welch, All Ayes, M/C
9. Motion by Howell to approve sewer credit- 603 1st Ave., 2nd by Welch, All Ayes, M/C
10. Motion by Coree to approve Purchase Agreement with Globe Life for the property at 111 3rd Street, 2nd by Pasquariello, Roll Call- All Ayes except Kennedy- Nay, M/C
11. No Vote- Request to approve Resolution 2022-33. "Resolution directing City Clerk to file lien for collection of mowing fees- 111 3rd Street"
12. Motion by Welch to approve revised bus barn land parcel- Bishop Engineering, 2nd by Coree, All Ayes, M/C
13. Motion by Welch to approve Resolution 2022-36. "Resolution to transfer funds for the fiscal year ending June 30, 2023, pending changes made to TIF to Debt Service amount and Parks and CACC FY2023", 2nd by Pasquariello, Roll Call- All Ayes, M/C
14. Table to December meeting- Request to approve FY22 Street Finance Report
15. Motion by Coree to approve FY22 Urban Renewal Report, 2nd by Howell, All Ayes, M/C
16. Table to December meeting- Request to approve FY22 Annual Financial Report
17. Review of policy that exempts sanitary sewer and WWTP fees. City code 99.02 states "A two-month grace period from paying the minimum sewer fee and the WWTP fee will be provided, upon written request, to property owners between rental contracts to provide time for property maintenance." Council advised clerk to send letters to each residence and business that is currently not paying the minimum sewer fee and the WWTP fee, to let them know the ordinance will now be enforced and they will be charged the minimum sewer fee and the WWTP fee each month.
18. Discussed "snow bird" policy. Council advised clerk to have an ordinance on the December agenda that adds section 99.08 SNOWBIRD POLICY to the City Code. Clerk will also create a Temporary Utility Service Change Request form that will be required to be submitted to the city for a resident to utilize the "snowbird policy", for approval at December meeting.
19. (Moved up to after #9)- Aaron and Dale Fisher- Discussed plans for a future business- Will be purchasing a property on Main Street and opening a firearms business.
20. **REPORTS-** Coree- None. Pasquariello- None. Kennedy- Spoke about Garbage Guys service. Howell- Asked if 4x4 is available to be used for clearing snow from sidewalks on Main Street. PWD says no it is not. Asked how many hours have been put on the 4x4 and PWD says it is not many. Welch- None. PWD- Written and verbal. Motion by Kennedy to approve the revised building permit submitted by Scott Girard for the addition at the elementary school, moving the addition from the east side of the school to the north side, which was requested by Alliant Energy due to their main gas and electric lines being right where the addition on the east was going to be, 2nd by Pasquariello, All Ayes, M/C. Library- Written and verbal. Motion by Kennedy to approve purchases in the amount of \$429.67 for supplies, 2nd by Welch, All Ayes, M/C. CWC- Written. Clerk- Notified council that Iowa Rural Utilities Association (IRUA) gave notice of a 4% water rate increase beginning with the January 2023 billing cycle. Clerk and council will keep an eye on the city's Water Fund to make sure current water rates are sufficient to keep up with the IRUA rate increases. Motion by Coree to approve purchase of a new all-in-one printer up to \$350, 2nd by Welch, All Ayes, M/C.
21. **ADJOURNMENT- 9:00pm** Motion by Coree, 2nd by Kennedy, M/C