

MINUTES- Regular Meeting of the Collins City Council

1. CALL TO ORDER- Collins City Council met on Thursday, November 11, 2021, 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: Del Amsden, Dawnell Kennedy, Greg Schlueter. Absent- Mayor Brett Comegys, Council Members Andrew Coree and Stacy Howell. Guests- Chad Grandon, Marissa Welch, Dawn Pasquariello, Keith Warne, Jared Warne, Deputy Carson Linkenmeyer, Mark Atwood. City personnel present: Public Works Director Darren Kennedy, City Clerk Katie Baldwin.

3. APPROVAL OF POSTED AGENDA- Motion by Amsden to approve, 2nd by Schlueter, M/C

4. CONSENT AGENDA: October 14th Minutes, October Cash Report, November Bills- Motion by Amsden to approve, 2nd by Schlueter, M/C

5. OCTOBER SHERIFF'S REPORT- Written and Verbal. Discussed deputy response times, how time is calculated on the Sheriff's Reports, and a resident witnessing a drug deal take place on October 12th at the gas station.

OCTOBER 2021

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ADLAND ENGRAVING & SCREEN PRNT	MURAL PLAQUES	130.00
ALLIANT ENERGY/IPL	GAS/ELECTRIC	2,293.52
SYNCBAMAZON	LIBRARY	299.82
ARNOLD MOTOR SUPPLY	SHOP- HD CLAMP	4.46
CARDMEMBER SERVICE	FLAG POLE, LIBRARY, SHOP	1,103.29
CENTRAL IOWA SHORTLINE LLC	PWD SUPPLIES	341.74
CITY-CWC WATER	OCTOBER BILL	77.23
COINCO DESIGN & PRODUCTION	METAL TRAIN PRINTS	915.20
COLLECTION SERVICES CENTER	CHILD SUPPORT	39.54
SARA COREE	MILEAGE	63.82
DARREN KENNEDY	REIMBURSE-TRACTOR PARTS	110.00
EFTPS	FED/FICA TAXES	2,267.67
GARBAGE GUYS	SEPTEMBER	2,061.00
GATEHOUSE-DB IOWA HOLDINGS	PUBLISHING	373.58
HARLAN HUFFAKER	2ND AVE STREET PROJECT	645.98
INT.INSTITUTE MUNICIPAL CLERKS	CLERK FULL MEMBERSHIP	175.00
IMMENSE IMPACT LLC	CITY WEBSITE	549.45
SIMMERING-CORY &	RECODIFICATION-FINAL PYMNT	1,300.00
IOWA ONE CALL	IOWA ONE CALL	23.40
IPERS	IPERS	1,552.65
IPI - IOWA PRISON INDUSTRIES	STOP SIGNS	446.16
IOWA REGIONAL UTILITIES ASSN	OCTOBER 1 READ	2,611.75
IOWA STATE UNIVERSITY	FD STORYCOMM FEES- FY22	4,886.28
JOHN DEERE FINANCIAL	EQUIPMENT LEASE	1,128.98
JOHN DEERE FINANCIAL	SHOP SUPPLIES	403.00
KEYSTONE LABORATORIES, INC.	WATER TESTING	12.60
LAWNPRO	FALL APPLICATION-PARK	250.00
LAWSON PRODUCTS	SCREWS	60.57
IOWA LEAGUE OF CITIES	2021 FALL INSTITUTE	176.00
MANATT'S INC.	STORMWATER REPAIRS	469.13
MANATT'S, INC.	2ND AVE.ST.PROJ.PAY REQUEST #2	14,960.04

MID-AMERICAN RESEARCH CHEMICAL	SEWER LAGOON SUPPLIES	528.75
MARSHALL COUNTY LANDFILL	SEPTEMBER	2,289.75
MARTIN MARIETTA MATERIALS	2ND AVE.STREET PROJECT	990.49
MATTHEWS WHITE PLUMBING	CWC WATER FOUNTAIN INSTALL	550.00
MENARDS-AMES	LION'S CLUB PARK	293.69
MIDWEST CYLINDER HEAD	CYLINDER RENT	137.36
MSA PROFESSIONAL SERVICES INC	2ND AVE ST.PROJ.OVERSIGHT	3,080.00
NEW CENTURY FS	FUEL	117.70
POSTMASTER	CWC PO BOX	54.00
POSTMASTER	NOVEMBER UB POSTAGE	68.95
RICK PURDY	SCHTF- OOR GRANT 604 2ND AVE.	2,000.00
RACOM CORPORATION	FINAL PAYMENT- FD RADIOS	14,354.03
SAFEGUARD BUSINESS SYSTEMS	CHECKS	249.97
STAPLES	CITY HALL SUPPLIES, PWD INK	485.19
STAR EQUIPMENT, LTD	STORMWATER SUPPLIES	76.93
SUPERIOR WELDING SUPPLY CO.	GLASSES	66.63
U.S.CELLULAR	PWD LAPTOP	63.24
WARNE'S TREE SERVICE	TREE REMOVAL	5,938.50
WASTE MANAGEMENT	RECYCLING- SEPTEMBER	1,119.16
WINDSTREAM	CWC PHONE/INTERNET	118.60
WINDSTREAM	LIBRARY PHONE/INTERNET	174.42
WINDSTREAM	FD/CH PHONE/INTERNET	207.14
PAYROLL		7,699.59
REPORT TOTAL		80,395.95

FUND	REVENUES	EXPENSES
GENERAL	47,053.55	26,446.32
LIBRARY	1,185.43	2,435.84
WELLNESS CENTER	2,089.10	1,083.45
ROAD USE TAX	5,133.04	3,515.41
EMPLOYEE BENEFITS	4,984.83	0.00
EMERGENCY LEVY	1,210.90	0.00
LOCAL OPTION SALES TAX	5,954.54	749.06
DEBT SERVICE	18,413.62	0.00
TIF	74,190.70	0.00
2019/20STREETIMPR.	0.00	21,204.00
COMM.CTR.CAP. PROJ.	0.00	1,045.20
SCHTF-OOR GRANTS	0.00	2,000.00
FEMA/STATE DERECHO	0.00	3,424.00
ARP-FED	0.00	1,000.00
WATER	12,512.60	4,259.47
SEWER	17,211.59	7,643.29
SEWER SINKING	0.00	0.00
LANDFILL/GARBAGE	4,792.96	5,589.91
TOTAL FUNDS	194,732.86	80,395.95

TRANSFERS

SEWER TO SEWER SINKING 5,935.00

7. Motion by Amsden to approve gifting land east of tennis courts to Collins-Maxwell Community School District for construction of a bus barn, 2nd by Schlueter, M/C. Kennedy asked about noise level of busses and if busses parked outside will be left running. Grandon reassured that noise level would be low and busses will not be parked outside of the bus barn running. Discussed possibility of sharing resources such as restroom facilities and a wash bay.
8. Motion by Schlueter to approve Warne Tree Service contract, 2nd by Amsden, M/C
9. Motion by Amsden to table the request to approve subdivision of Kimberley Farm, 2nd by Schlueter, M/C
10. Motion by Amsden to approve 12-month time extension, from 11/11/21 to 12/11/21, of building permit- 700 1st Ave. Lot #7, 2nd by Kennedy, M/C, Schlueter abstained from vote
11. Motion by Schlueter to approve signing agreement and becoming a Vendor of the Low-Income Household Water Assistance Program (LIHWAP) administered by Mid Iowa Community Action, 2nd by Amsden, M/C
12. Motion by Schlueter to approve council and City Clerk attendance at Municipal Leadership Academy Part 1 done virtually on December 16th from 4-8pm, 2nd by Kennedy, M/C
13. Motion by Amsden to set public hearing date as December 9th at 7:00pm at the Collins Community Center for Amendment #1 for the 2021-2022 Budget, 2nd by Schlueter, M/C
14. Motion by Kennedy to set date as December 14th at 7:00pm at the Collins Community Center for budget workshop meeting, 2nd by Amsden, M/C
15. Motion by Amsden to approve Resolution 2021- 26. "Resolution directing city clerk to file lien for collection of municipal infraction fees", 2nd by Kennedy, Roll Call- All Ayes, M/C
16. Motion by Amsden to approve CWC janitor Lisa Fisher taking over the duties of City Hall, Library, and Community Center janitor, 2nd by Schlueter, M/C
17. Motion by Amsden to approve sale of city sander for \$1,000, 2nd by Schlueter, M/C
18. Motion by Amsden to approve Resolution 2021-27. "Resolution approving the sale of city sander for \$1,000", 2nd by Schlueter, Roll Call- All Ayes, M/C
19. Motion by Amsden to approve Walsh Door quote for cylinder lock on CACC addition, 2nd by Schlueter, M/C
20. Motion by Schlueter to approve Kimberley Painting quote for \$895 for painting the front area of the Community Center, and A & H Concrete quote for \$2,209 for waxing the floor at the Community Center, 2nd by Amsden, M/C
21. Motion by Amsden to approve expenditures for CACC portion of Albert & Vera Clement grant (\$3,000), 2nd by Schlueter, M/C
22. Motion by Schlueter to approve expenditures for CWC portion of Albert & Vera Clement grant, up to \$7,500, 2nd by Kennedy, M/C
23. Motion by Amsden to approve RJ Electric quote for electrical wiring at CWC, 2nd by Schlueter, M/C
24. Update from Clerk on Water and Water Sinking funds, update on \$13,539.02 transfer from Fema/State Derecho fund to Water fund, update on repayment from Water fund to Sewer fund. Motion by Schlueter to approve transferring \$13,539.02 from Fema fund to Water fund, 2nd by Amsden, M/C
25. Motion by Amsden to enter into new lease agreement with VanWall for a skid loader and high flow snow blower, to begin when the current skid loader lease is expired in 2022, 2nd by Schlueter, M/C
26. Discussed- Code of Ordinance Committee update
27. Reviewed permit fees- proposed Urban Chicken Code- no changes made
28. Motion by Schlueter to approve FY21 Street Finance Report, 2nd by Amsden, M/C
29. Motion by Kennedy to approve FY21 Urban Renewal Report, 2nd by Schlueter, M/C
30. Motion by Schlueter to approve FY21 Annual Financial Report, 2nd by Kennedy, M/C
31. Motion by Kennedy to approve TIF Debt Certification, 2nd by Amsden, M/C

32. Motion by Kennedy to table south city sign designs, 2nd by Schlueter, M/C

33. Discussed- water loss update- Clerk and PWD will compare numbers, PWD will call the guy with leak detection equipment to see when we can get on the schedule

34. REPORTS- Schlueter- None. Amsden- None. Kennedy- Story County Sheriff Department agreement- she has numbers for next fiscal year. Has call in to MIC for insurance prices for next fiscal year. PWD- Written and Verbal. Library- Written. CWC- Written. Motion by Kennedy to approve purchase of key fobs, 2nd by Schlueter, M/C. Clerk- Snowmobile Club wants to mark trails. Motion by Amsden to approve, 2nd by Kennedy, M/C.

35. ADJOURNMENT- 9:00pm, Motion by Kennedy, 2nd by Amsden, M/C