

## MINUTES- Regular Meeting of the Collins City Council

**1. CALL TO ORDER-** Collins City Council met on Thursday, November 9, 2023, 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: Stacy Howell, Dawnell Kennedy, Dawn Pasquariello, Andrew Coree. Absent- Mayor Brett Comegys and Council Member Marissa Welch. Guests- Steve, Tonia, and James Hopkin, Mallory Chiquito, Clifford Dalbey. City personnel present: Public Works Director Darren Kennedy, Library Director Sara Coree, City Clerk Katie Baldwin.

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

**4. CONSENT AGENDA:** October 12, 2023 Minutes, October Cash Report, October Revenue Report, October Expense Report, October Treasurer's Report, November Bills- Motion by Pasquariello to approve, 2<sup>nd</sup> by Howell, All Ayes, M/C

**5. OCTOBER SHERIFF'S REPORT-** Written and Verbal. No deputy was present.

**6. PUBLIC FORUM-** Steve & Tonia Hopkin asked about the solar streetlight that was placed on Main Street in front of their house at their request. It is very dim and only shines somewhat on the sidewalk. Mayor Pro-Tem stated that Mayor Comegys will call the company where the light was purchased.

### OCTOBER 2023

#### CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ALLIANT ENERGY/IPL	GAS/ELECTRIC	4,905.43
ARNOLD MOTOR SUPPLY	FD 12V HVY DTY COMM SERVC	524.98
BADGER METER, INC.	AUGUST SRVC FEE	21.69
BYTESPEED, LLC	OUTDOOR BULLET CAMERA	1,657.00
CARDMEMBER SERVICE	CWC, LIB, PWD EXPENSES	2,448.81
CC CUSTOM CONTRACTORS,LLC	307 3RD AVE- SCHTF- PROJ.2	5,366.63
CENTRAL IOWA BROADBAND	PHONE/INTERNET	871.37
CITY-CWC WATER	OCTOBER UTILITY BILL	78.31
CITY-CWC WATER	SOUP SUP.DONATION-UB WTR BILL	263.00
DAWN PASQUARIELLO	CWC KEY FOB BUY-BACK	5.00
EFTPS	FED/FICA TAXES	3,206.90
GARBAGE GUYS	SEPTEMBER GARBAGE	2,112.00
IMFOA	FALL CONFERENCE REGISTRATION	226.50
SIMMERING-CORY &	AUG.23 SUPPLEMENT	298.00
IOWA EARTHWORKS, LLC	2ND AVE.ST.PROJ.PAY APP #4	24,176.63
IPERS	IPERS	2,127.13
IOWA REGIONAL UTILITIES ASSN	AUG. 17 & SEPT. 18 READS	6,551.62
JOHN DEERE FINANCIAL	EQUIPMENT LEASE	2,420.96
JOHN DEERE FINANCIAL	LAWN MOWER PAYMENT	558.67
JOHN DEERE FINANCIAL	TRUCK SUPPLIES, FERTILIZER	164.39
JOHN DEERE FINANCIAL	TRACTOR LEASE PAYMENT	589.24
LAWSON PRODUCTS	PWD VEHICLE SUPPLIES	257.76
MARSHALL COUNTY LANDFILL	SEPTEMBER LANDFILL & PER CAPITA	2,214.95
MENARDS - ALTOONA	CWC SUPPLIES	55.27
MENARDS-AMES	SHOP SUPPLIES	185.72
MOMAR, INC	WEED KILLER-LAGOONS	546.25
MSA PROFESSIONAL SERVICES INC	2ND AVE.ST.PROJ. & WTRMN CRS	11,440.00
NEW CENTURY FS	FUEL	1,440.68
OPTIONS EXTERIORS	CITY BLDG ROOF REPAIRS	18,284.30
POSTMASTER	NOV.UB POSTAGE	36.05

QUALITY FLOW SYSTEMS, INC.	LAGOON SERVICE CHECK	300.00
RACOM CORPORATION	FD RADIO MAINT & SUPPORT FY24	2,876.40
SAFEGUARD BUSINESS SYSTEMS	CHECKS	321.49
STAPLES	CH PRINTER	381.04
STORY COUNTY TREASURER	JULY 3RD FIREWORK ENFORCEMENT	260.00
STORY COUNTY TREASURER	FY24 2ND QURTR PAYMENT	8,266.50
TREASURER - STATE OF IOWA	SEPTEMBER WET TAX	711.24
U.S.CELLULAR	PWD LAPTOP	128.98
WASTE MANAGEMENT	RECYCLING- SEPT. & OCT.	2,636.00
PAYROLL	OCTOBER	10,225.44
<b>REPORT TOTAL</b>		<b>119,142.33</b>

<b>FUND</b>	<b>REVENUES</b>	<b>EXPENSES</b>
GENERAL	54,156.23	33,297.58
LIBRARY	3,935.93	3,507.11
WELLNESS CENTER	2,952.21	1,943.18
ROAD USE TAX	5,212.65	5,551.76
EMPLOYEE BENEFITS	6,246.56	0.00
EMERGENCY LEVY	1,205.75	0.00
LOCAL OPTION SALES TAX	7,058.12	1,657.00
DEBT SERVICE	17,605.84	0.00
TIF	76,427.17	0.00
2019/20STREETIMPR.	0.00	34,466.63
COMM.CTR.CAP. PROJ.	0.00	628.01
SCHTF-OOR GRANTS	0.00	5,366.63
FEMA/STATE DERECHO	0.00	0.00
AMERICAN RESCUE PLAN ACT	0.00	1,150.00
DETENTION POND	0.00	0.00
COMMUNITY CATALYST GRANT	0.00	0.00
WATER	23,174.14	12,240.04
WATER SINKING	0.00	0.00
SEWER	18,467.93	12,360.39
SEWER SINKING	0.00	0.00
LANDFILL/GARBAGE	5,122.29	6,974.00
<b>TOTAL FUNDS</b>	<b>221,564.82</b>	<b>119,142.33</b>

#### **TRANSFERS**

SEWER TO SEWER SINKING- 5,990.84  
WATER TO WATER SINKING- 2,831.67

**7. Motion by Coree to approve building permit- 405 1<sup>st</sup> Street, 2<sup>nd</sup> by Pasquariello, All Ayes, M/C**

**8. Motion by Howell to table the building permit at 209 Main Street until the property is purchased and has its own address, then the proposal will be sent to the Board of Adjustment due to conflict of interest, 2<sup>nd</sup> by Coree, All Ayes, M/C**

**9. After discussion between Council and Clifford Dalbey, a member of the morning coffee club, and clerk reading out loud the CACC Users Agreement that lists the required cleaning after each use of the CACC, there was a Motion by Kennedy to table the request to take action on the Community Center use by morning coffee club, and Council will revisit the topic at the January council meeting to discuss if there have been any more issues with cleanliness, 2<sup>nd</sup> by Howell, All Ayes, M/C. Clerk will print a copy of the Users Agreement for the coffee club to have, and city janitor will place copies of the Users Agreement in the CACC.**

**10. Motion by Howell to approve a 6-month time extension on the sidewalk replacement deadline at 410 3<sup>rd</sup> Avenue, deadline extended to April 14, 2024 to have the sidewalk replaced, this extension may be extended again based on continued conversations with the developers, 2<sup>nd</sup> by Coree, All Ayes, M/C**

11. Motion by Kennedy to approve \$50 Collins-Maxwell CSD Yearbook Sponsorship, 2<sup>nd</sup> by Coree, All Ayes, M/C

12. Motion by Pasquariello to set Public Hearing Date for Amendment #1 for the 2023-2024 Budget- December 14<sup>th</sup> at 7pm at CACC, 2<sup>nd</sup> by Howell, All Ayes, M/C

13. Motion by Howell to table the CWC bid for handicap accessible ramp, 2<sup>nd</sup> by Kennedy, All Ayes, M/C

14. Motion by Howell to approve FY23 Urban Renewal Report, 2<sup>nd</sup> by Pasquariello, All Ayes, M/C

15. Motion by Howell to approve FY23 Annual Financial Report, 2<sup>nd</sup> by Coree, All Ayes, M/C

16. Motion by Kennedy to approve Resolution 2023-24. "Resolution to transfer funds for the fiscal year ending June 30, 2024.", 2<sup>nd</sup> by Pasquariello- Roll Call- All Ayes, M/C

17. Motion by Howell to approve sewer main repairs to the west of 1<sup>st</sup> Avenue, paid with sewer fund, 2<sup>nd</sup> by Pasquariello, All Ayes, M/C

**23. REPORTS- Kennedy-** Asked if we were scheduling another meeting with Blue Line Solutions. That topic was tabled at the October meeting with thoughts to readdress it again next summer after the State and Story County decide what direction they are taking on cameras. **Coree-** None. **Howell-** Would like a notice sent to make sure smoke detectors and carbon monoxide detectors have new batteries. **Pasquariello-** None. **PWD-** Written and verbal. **Library-** Written and verbal. **CWC-** Written. **Clerk-** As was discussed at the October council meeting, Marvin Hall had scheduled his free-will community meal for November 13<sup>th</sup>, but he has decided to postpone that for the time being.

**24. ADJOURNMENT- 8:15pm Motion by Howell, 2<sup>nd</sup> by Pasquariello, All Ayes, M/C**