

## MINUTES- Regular Meeting of the Collins City Council

**1. CALL TO ORDER-** Collins City Council met on Thursday, October 13, 2022, 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: Andrew Coree, Stacy Howell via GoogleMeets, Dawnell Kennedy, Dawn Pasquariello. Absent- Marissa Welch. Guests- Mark Atwood. 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, M/C

**4. CONSENT AGENDA:** September 8, 2022 Minutes, September Cash Report, October Bills- Motion by Kennedy to approve, 2<sup>nd</sup> By Coree, M/C

**5. AUGUST SHERIFF'S REPORT-** Written. No deputy present.

**6. PUBLIC FORUM:** None

### SEPTEMBER 2022

#### CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
KATIE AKERS	CWC KEY FOB BUY-BACK	5.00
ALLIANT ENERGY/IPL	GAS/ELECTRIC	5,184.87
SYNCBAMAZON	LIBRARY/CWC SUPPLIES	709.67
KATIE BALDWIN	MILEAGE	249.32
CARDMEMBER SERVICE	CWC, SHOP, CH, LIB.	1,246.26
CITY-CWC WATER	SEPT.CITY BILL	77.78
COMFORT FOODS CATERING	COMMUNITY MEAL 9-27-22	3,600.00
SARA COREE	MILEAGE	18.75
DC ASSOCIATES	SCHTF- 506 1ST AVE.	8,000.00
EFTPS	FED/FICA TAX	2,522.47
GIRARD'S CARPENTRY, LLC	SHOP WALLS REBUILD	5,368.85
IMFOA	FALL CONFERENCE REGISTRATION	198.0000
IPERS	IPERS	1,617.62
IOWA REGIONAL UTILITIES ASSN	SEPTEMBER 1 READ	2,896.48
JOHN DEERE FINANCIAL	EQUIPMENT LEASE/PAYMENTS, SUPPLIES	4,271.51
OVERDRIVE, INC.	LIBRARY- BRIDGES- EBOOKS	403.95
POSTMASTER	POSTAGE	265.07
STAPLES	CH OFFICE SUPPLIES	127.95
SWEET OAKS BAKERY + BISTRO	COMMUNITY MEAL 09-13-22	3,600.00
TREASURER - STATE OF IOWA	AUGUST 2022 TAXES	3,461.43
U.S.CELLULAR	SHOP AND CACC INTERNET	143.53
WASTE MANAGEMENT	RECYCLING- JULY & AUGUST	2,668.95
WINDSTREAM	PHONE/INTERNET	1046.91
PAYROLL	SEPTEMBER	7,951.08
<b>REPORT TOTAL</b>		<b>55,635.45</b>

FUND	REVENUES	EXPENSES
GENERAL	9,905.18	6,798.51
LIBRARY	500.00	3,073.13
WELLNESS CENTER	1,413.64	2,334.53
ROAD USE TAX	7,281.42	8,864.04
EMPLOYEE BENEFITS	1,306.70	0.00

EMERGENCY LEVY	260.18	0.00
LOCAL OPTION SALES TAX	12,378.87	0.00
DEBT SERVICE	4,020.53	0.00
TIF	3,054.62	0.00
2019/20STREETIMPR.	0.00	0.00
COMM.CTR.CAP. PROJ.	500.00	0.00
SCHTF-OOR GRANTS	0.00	8,000.00
FEMA/STATE DERECHO	338.85	0.00
AMERICAN RESCUE PLAN ACT	0.00	7,300.80
WATER	13,391.29	6,639.51
WATER SINKING	0.00	0.00
SEWER	15,768.00	9,915.98
SEWER SINKING	0.00	0.00
LANDFILL/GARBAGE	5,071.16	2,708.95
<b>TOTAL FUNDS</b>	<b>75,190.44</b>	<b>55,635.45</b>

#### TRANSFERS

SEWER TO SEWER SINKING 5,919.25  
WATER TO WATER SINKING- 3,021.50

7. Discussion of CIP and grant opportunities- Greg Piklapp was not able to be here. We will revisit this topic in December.
8. Motion by Howell to approve fence permit- 312 3<sup>rd</sup> Avenue, 2<sup>nd</sup> by Coree, M/C
9. Motion by Coree to approve building permit- 410 3<sup>rd</sup> Avenue, 2<sup>nd</sup> by Pasquariello, All Ayes except Howell- Nay, M/C
10. Motion by Kennedy to approve LIHWAP Vendor Agreement, 2<sup>nd</sup> by Coree, M/C
11. Motion by Pasquariello to approve MSA water main engineering contract, 2<sup>nd</sup> by Howell, M/C
12. Motion by Kennedy to approve Resolution 2022-29. "Resolution directing city clerk to file lien for collection of utility bills- 703 Main Street", 2<sup>nd</sup> by Pasquariello, Roll Call- All Ayes, M/C
13. Next city action for 211 3<sup>rd</sup> Street regarding non-compliance of Chapter 51 of the Code of Ordinances- No action needed at this time
14. Motion by Kennedy to approve Resolution 2022-31. "Resolution directing city clerk to file lien for collection of municipal infraction fees- 403 1<sup>st</sup> Avenue", 2<sup>nd</sup> by Howell, Roll Call- All Ayes, M/C
15. Motion by Kennedy to approve next city action for 403 1<sup>st</sup> Avenue regarding non-compliance of Chapter 51 of the Code of Ordinances, send another letter with a \$100 fine to be paid within 30 days or a lien will be placed on the property, 2<sup>nd</sup> by Howell, M/C
16. Motion by Kennedy to approve Resolution 2022-32. "Resolution directing city clerk to file lien for collection of municipal infraction fees- 311 3<sup>rd</sup> Avenue", 2<sup>nd</sup> by Pasquariello, Roll Call- All Ayes, M/C
17. Motion by Kennedy to table to the end of the meeting- Resolution 2022-33. "Resolution directing City Clerk to file lien for collection of mowing fees- 111 3<sup>rd</sup> Street", 2<sup>nd</sup> by Pasquariello, Roll Call- All Ayes, M/C. Discussion was held after #22. Motion by Kennedy to table this resolution until the November council meeting, 2<sup>nd</sup> by Pasquariello, M/C
18. Motion by [Coree to open](#) Public Hearing on amendment #1 for the 2022-2023 budget [at 7:28pm](#), 2<sup>nd</sup> by Howell, M/C. No comments or questions from the public. Motion by Kennedy to close public hearing at 7:29pm, 2<sup>nd</sup> by Coree, M/C
19. Motion by Coree to approve Resolution 2022-34. "City Budget Amendment and Certification Resolution- FY2023- Amendment #1", 2<sup>nd</sup> by Kennedy, Roll Call- All Ayes, M/C
20. Motion by Pasquariello to open Public Hearing on proposal to enter into a Grant Revenue Revolving Loan Agreement at 7:30pm, 2<sup>nd</sup> by Coree, M/C. No comments or questions from the public. Motion by Pasquariello to close the public hearing at 7:31pm, 2<sup>nd</sup> by Howell, M/C.

**21. Motion by Kennedy to approve Resolution 2022-35. "Resolution authorizing and approving a Loan Agreement, providing for the issuance and securing the payment of a \$130,000 Taxable Grant Revenue Revolving Note", 2<sup>nd</sup> by Coree, Roll Call- All Ayes, M/C**

**22. Motion by Kennedy to table to the end of the meeting- Purchase Agreement with Globe Life for the property at 111 3<sup>rd</sup> Street, 2<sup>nd</sup> by Howell, Roll Call- All Ayes, M/C. Discussion was held after #25. Motion by Coree to table the purchase agreement until the November council meeting, 2<sup>nd</sup> by Kennedy, M/C.**

**23. Motion by Coree to approve revised bid from RJ Electric for lighting at CACC (addition of approximately \$80 to previous bid), 2<sup>nd</sup> by Kennedy, M/C.**

**24. Motion by Pasquariello to approve the Collins-Maxwell sophomore and junior classes request to plant a tree at the baseball park as a memorial for Patty Kimberley, 2<sup>nd</sup> by Howell, M/C**

**25. Motion by Coree to table until the November meeting- the review of policy that exempts sanitary sewer fees by removing toilets, 2<sup>nd</sup> by Pasquariello, M/C**

**26. REPORTS-** Mayor- None. Coree- None. Pasquariello- None. Kennedy- None. Howell- None. PWD- Written and verbal. Library- Written and verbal. CWC- Written. Clerk- Snowmobile guys asked for permission to mark and groom the trail again this year. Howell would like them to slow down around Collins and stay on the marked path. Permission was granted. Motion by Kennedy to approve Custom Contractor's bid of \$15,881.37 for SCHATF- 317 3<sup>rd</sup> Street, with project limit of \$16,500 which was approved by Story County Housing Trust Fund, 2<sup>nd</sup> by Pasquariello, M/C. Clerk requested that the mens coffee club not meet in the CACC on days when it is privately rented, due to the numerous amount of complaints of uncleanliness from renters. Clerk also requested that the coffee club move their table into the closet on days there are rentals, and that the coffee club not use the kitchen garbage can to dispose of their coffee grounds, and instead use only their own garbage can located by their table. Mayor and council agreed. Clerk will notify the coffee club.

**27. ADJOURNMENT- 8:39pm Motion by Coree, 2<sup>nd</sup> by Kennedy, M/C**