

MINUTES- Regular Meeting of the Collins City Council

1. CALL TO ORDER- Collins City Council met on Thursday, September 19, 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: Dawnell Kennedy, Stephanie Smith, Stacy Howell, Dawn Pasquariello (arrived at 7:10pm). Absent: Marissa Welch. Guests- Mark Atwood, Clifford Dalbey, Mark Carver. City personnel present: Library Director Sara Coree, City Clerk Katie Baldwin, Public Works Director Darren Kennedy, City Janitor Frank Andrew.

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

4. CONSENT AGENDA: August 8, 2024 Minutes, August Cash Report, August Revenue Report, August Expense Report, August Treasurer's Report, September Bills- Motion by Howell to approve, 2nd by Kennedy, All Ayes, M/C

5. AUGUST SHERIFF'S REPORT- No deputy was present. There have been several burglaries and thefts at Main Street businesses the last month.

6. PUBLIC FORUM: Mark Atwood asked when the 4th Avenue culverts were going to be worked on, and a discussion ensued.

AUGUST CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ARNOLD MOTOR SUPPLY	12V AGM VALVE	204.79
BADGER METER, INC.	JULY METER SERVICES	21.78
CARDMEMBER SERVICE	LIB & PWD PURCHASES	1,654.22
CENTRAL IOWA BROADBAND	PHONE/INTERNET	436.41
CHRISTINE BROWN	CWC KEY FOB BUY-BACK	10.00
CITY-CWC WATER	AUGUST CWC BILL	91.57
EFTPS	FED/FICA TAXES	2,954.89
FOUNDATION RECOVERY SYSTEMS	SCHTF- 115 1ST STREET	24,000.00
GARBAGE GUYS	JULY GARBAGE SERVICES	2,194.00
IPERS	IPERS	1,926.08
IOWA REGIONAL UTILITIES ASSN	AUGUST 1 METER READ	3,453.71
IOWA WORKFORCE DEVELOPMENT	UI 2024 QUTR2	35.77
JOHN DEERE FINANCIAL	TRACTOR LEASE PAYMENT	589.24
JOHN DEERE FINANCIAL	DIESEL FUEL	82.28
JOHN DEERE FINANCIAL	LAWN MOWER PAYMENT	562.39
JOHN DEERE FINANCIAL	SKID LOADER LEASE	1,210.48
JW STRIPING	RE-STRIPE MAIN ST.& PARK	1,144.00
MICROBAC LABORATORIES, INC.	WATER TESTING	166.50
LAWNPRO	SPRING WEED & FEED	950.00
MARSHALL COUNTY LANDFILL	APRIL, MAY, JULY LANDFILL	3,858.25
MENARDS-AMES	PARK CLEANING SUPPLIES	98.12
MID IOWA PLANNING ALLIANCE	FY25 DUES	75.00
POSTMASTER	AUGUST UB POSTAGE	41.65
POSTMASTER	CERTIFIED MAIL	67.76
POSTMASTER	LIBRARY PO BOX	120.00
POSTMASTER	SEPTEMBER UB POSTAGE	34.30
RACOM CORPORATION	FY25 RADIO MAINTENANCE FEES	1,585.53
TREASURER, STATE OF IOWA	QUARTER 2 WITHHOLDING	153.54
STEPHANIE SMITH	CWC KEY FOB BUY-BACK	5.00
TREASURER - STATE OF IOWA	JULY WET TAX	685.08
TREASURER - STATE OF IOWA	AUGUST WET TAX	774.46
U.S.CELLULAR	PWD LAPTOP INTERNET	139.49
WASTE MANAGEMENT	JULY RECYCLING	1,388.00
PAYROLL	AUGUST	9,548.31

FUND	REVENUES	EXPENSES
GENERAL	1,829.29	5,154.15
LIBRARY	1,780.00	3,363.68
WELLNESS CENTER	3,459.97	1,187.47
ROAD USE TAX	4,876.08	3,334.84
EMPLOYEE BENEFITS	0.00	0.00
EMERGENCY LEVY	0.00	0.00
LOCAL OPTION SALES TAX	7,409.93	0.00
DEBT SERVICE	0.00	0.00
TIF	0.00	0.00
2019/20STREETIMPR.	0.00	0.00
COMM.CTR.CAP. PROJ.	725.00	0.00
SCHTF-OOR GRANTS	0.00	24,000.00
FEMA/STATE DERECHO	0.00	0.00
AMERICAN RESCUE PLAN ACT	0.00	0.00
DETENTION POND	0.00	0.00
214 MAIN STREET PROJECT	0.00	0.00
WATER	16,054.80	7,509.21
WATER SINKING	0.00	0.00
SEWER	16,035.31	8,249.05
SEWER SINKING	0.00	0.00
LANDFILL/GARBAGE	5,421.06	7,464.20
TOTAL FUNDS	57,591.44	60,262.60

TRANSFERS

SEWER TO SEWER SINKING- 5,974.25

WATER TO WATER SINKING- 2,861.75

7. Motion by Howell to approve fence permit- 713 Main Street, 2nd by Kennedy, All Ayes, M/C

8. Motion by Howell to approve fence permit- 212 1st Avenue, 2nd by Smith, All Ayes, M/C

9. Motion by Howell to approve deck permit- 205 2nd Avenue, 2nd by Smith, All Ayes, M/C

10. Motion by Howell to approve rescinding the requirement of the coffee club to pay a \$50 monthly fee, sign a contract, and complete daily cleaning sheets, to be replaced by a verbal agreement by Frank Andrew and Mark Carver to ensure cleaning standards are met on a daily basis for no compensation, this will be revisited in the future if issues arise, 2nd by Pasquariello, Roll Call- Pasquariello- Aye, Howell- Aye, Smith- Aye, Kennedy- Nay, M/C

11. Request by Kennedy to deny Jason Dalbey's request for City to assist in paying for water line repairs, 2nd by Howell, All Ayes, M/C

12. The council denied paying a neighbor to perform lawn maintenance at abandoned property

13. Motion by Howell to approve Resolution 2024-15. "A Resolution directing City Clerk to file lien on 713 3rd Avenue for collection of unpaid municipal infraction fees", 2nd by Pasquariello, Roll Call- All Ayes, M/C

14. Motion by Kennedy to approve Resolution 2024-16. "A Resolution directing City Clerk to file liens on 9 1st Street and 11 1st Street for collection of unpaid municipal infraction fees and unpaid utility bills", 2nd by Smith, Roll Call- All Ayes, M/C

15. Motion by Smith to approve Resolution 2024-17. "A Resolution directing City Clerk to file liens on 708 2nd Avenue for collection of unpaid municipal infraction fees and unpaid utility bills", 2nd by Pasquariello, Roll Call- All Ayes, M/C

16. Motion by Howell to approve amendment #3 to grant agreement for contract for Collins water infrastructure project, 2nd by Kennedy, Roll Call- All Ayes, M/C

17. Motion by Howell to approve Windstream permit request, 2nd by Kennedy, All Ayes, M/C

18. REPORTS- Mayor- Updated on grants that he has recently applied for. Story County Community Foundation, Albert & Vera Clement, and Story County TIF grant. Would like a council member to begin learning how to write grants. Longtime community member Shirley Carver passed away and he would like to send a card to the family from the City as her husband was a long-time council member and mayor. **Kennedy-** None. **Smith-** Food trucks are going well and are booked through November. Asked for advice on how to handle a community member that approaches her at her home, during her working hours, frequently. **Howell-** Spoke with Iowa Codification for clarification on our brush pile and metal dumpster. We do not have a brush pile code. The metal dumpster falls under the refuge code so it is against the city code to take items out of the metal dumpster. 406 Main Street- not mowing the parking area and also planted trees in the parking area. Send letter regarding both of those issues. 225 Main Street- Send letter regarding the car needing to be covered as was agreed upon at last month's meeting, and the weeds and grass not being mowed below 6 inches. **Pasquariello-** CM School District said they would consider selling or giving the unused acre behind the bus barn back to the City. City had given that piece of property to the school district. **CWC-** Written. **Library-** Written. **PWD-** Written and verbal. Motion by Howell to approve hiring Amsden Contract Consulting (\$1,350 to be paid out of Parks fund) to install new doors at the Lion's Club restrooms, work to be complete within 30 days, 2nd by Kennedy, All Ayes, M/C. Council gave approval to spend up to \$1,000 on posts for the brush pile. Discussed the cover structure needed at the Public Works Shop before winter. Presented three quotes to council. There will be a resolution to approve on the October meeting agenda. **City Clerk-** Reviewed nuisance abatement properties that have received letters in the past two months following council meetings, and asked Council for clarification on next steps.

19. ADJOURNMENT- 9:03pm Motion by Howell, 2nd by Pasquariello, All Ayes, M/C