

MINUTES- Regular Meeting of the Collins City Council

1. CALL TO ORDER- Collins City Council met on Thursday, September 8, 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, Dawnell Kennedy, Dawn Pasquariello, Marissa Welch. Absent- None. Guests- Deputy Logan Powers, Nichole Sungren, Bryce Garman, Leanne Harter, Latifah Faisal, Linda Murken, Lisa Heddens, Willie Beeler, Shelby Smith, Cliff Dalbey, 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, 2nd by Kennedy, M/C

4. CONSENT AGENDA: August 11, 2022 Minutes, August Cash Report, September Bills- Motion by Howell to approve, 2nd by Pasquariello, M/C

5. AUGUST SHERIFF'S REPORT- Written & Verbal. Stacy asked if they've had issues with minors driving ATVs/UTVs now that the law has passed. Deputy Powers stated they have not. Stacy asked if there have been any more gas thefts in the county and he said there have not been to his knowledge.

6. PUBLIC FORUM: Cliff Dalbey discussed that he would like flooding mitigation efforts to ramp up on the south end of town. Would like the junk cars behind the fire station to be removed. Mayor has spoken with the fire chief about this and 2 of them will be removed next week. Would like a wooden bench that is currently at the baseball field (it was originally from the old Collins Depot) to be repurposed and brought to Main Street. Dawn will ask about this at the next school board meeting.

AUGUST 2022

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
SETH & KATIE AKERS	CWC KEY FOB BUY BACK	15.00
AMAZON	LIBRARY SUPPLIES	2,575.35
STORY COUNTY ANIMAL CONTROL	TRIP CHARGE/WELFARE CHECK	25.00
BADGER METER, INC.	JUNE/JULY WATER METER HOSTING	38.08
BROWN SUPPLY CO	LOCATE FLAGS AND PAINT	89.26
CARDMEMBER SERVICE	LIBRARY SUPPLIES, CACC KEYS	235.79
CHEMSEARCH	LAGOON CHEMICALS	382.25
CITY-CWC WATER	CWC AUGUST CITY BILL	77.78
DAWNELL KENNEDY	EMS TRAINING	28.16
IOWA DEPT.OF NATURAL RESOURCES	FY23 NPDES WASTEWATER PERMIT	264.52
EFTPS	FED/FICA TAXES	3,382.12
GARBAGE GUYS	JULY	2,142.00
GATEHOUSE-DB IOWA HOLDINGS	PUBLISHING	620.81
GIRARD'S CARPENTRY, LLC	SHOP WALL REBUILD SUPPLIES	2,945.72
IOWA ONE CALL	LOCATES	42.30
IPERS	IPERS	2,184.07
IOWA REGIONAL UTILITIES ASSN	AUGUST 1, 2022 READ	2,896.48
IOWA WORKFORCE DEVELOPMENT	PROCESSING FEE	35.00
KEITH COOPER & SONS, INC.	MOWING- 111 3RD STREET	150.00
KEYSTONE LABORATORIES, INC.	WATER TESTING	41.25
LAWNPRO	WEED CONTROL APPLICATION	260.70
LAWSON PRODUCTS	PWD TOOLS	564.87
IOWA LEAGUE OF CITIES	FY23 MEMBERSHIP DUES	549.00
LOGSDON'S GROCERY	AUG.15,2022 COMMUNITY MEAL	1,523.56
MID-AMERICAN RESEARCH CHEMICAL	ALL WEATHER PATCH	570.60
MARSHALL COUNTY LANDFILL	JUNE/JULY LANDFILL FEE	2,990.45
MENARDS-AMES	PARK,CACC,SHOP SUPPLIES	1,131.60
MOMAR, INC	WEED KILLER	1,023.90

MSA PROFESSIONAL SERVICES INC	ENGINEERING, 3 PROJECTS	17,740.00
NATHAN STRATTON	ANGLE & FLAT IRON	146.40
NEW CENTURY FS	FUEL	4,798.11
PLUMB SUPPLY COMPANY - AM	REGULATOR KIT	72.44
POSTMASTER	FOOD PROJECT MAILING POSTAGE	100.80
POSTMASTER	CERTIFIED MAIL	15.70
POSTMASTER	STAMPS- 2 ROLLS	120.00
POSTMASTER	LIBRARY PO BOX FEE	108.00
RJ ELECTRIC	CACC CAP.PROJ.ELECTRICAL	5,114.19
RJ ELECTRIC	CACC REMODEL LIGHTING	985.94
ROD BIENFANG	CWC FLOORING REPAIRS	1,850.00
STORY COUNTY TREASURER	FY23 QURTR 1 CONTRACT	8,064.79
STACY HOWELL	MOWING- 111 3RD STREET	150.00
STILES MECHANICAL SERVICES	CACC AC SYSTEM	5,000.00
SUPERIOR WELDING SUPPLY CO.	WELDING GLOVES	230.19
TREASURER - STATE OF IOWA	SALES TAX 2022 QUARTER 2	252.55
TREASURER - STATE OF IOWA	WET TAX 2022 QUARTER 2	2,069.49
TREASURER - STATE OF IOWA	JULY 2022 W.E.T., SALES, USE TAX	801.57
WALSH DOOR & SECURITY	FD ENTRY DOOR LOCK	840.00
PAYROLL	AUGUST	10,716.25
REPORT TOTAL		85,962.04

FUND	REVENUES	EXPENSES
GENERAL	1,559.80	14,102.97
LIBRARY	600.00	5,439.68
WELLNESS CENTER	2,510.60	2,780.56
ROAD USE TAX	4,736.96	10,613.71
EMPLOYEE BENEFITS	0.00	0.00
EMERGENCY LEVY	0.00	0.00
LOST	6,024.26	5,000.00
DEBT SERVICE	0.00	0.00
TIF	0.00	0.00
2019/20STREETIMPR.	0.00	13,350.00
COMM.CTR.CAP. PROJ.	11,000.00	6,635.00
SCHTF-OOR GRANTS	0.00	0.00
FEMA/STATE DERECHO	0.00	276.58
ARPA	34,913.60	6,014.36
WATER	21,347.53	7,972.70
WATER SINKING	0.00	0.00
SEWER	17,073.70	8,644.03
SEWER SINKING	0.00	0.00
LANDFILL/GARBAGE	5,119.28	5,132.45
TOTAL FUNDS	104,885.73	85,962.04

TRANSFERS

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

7. Story County ARPA check presentation- Story County Board of Supervisors. The City of Collins was recently awarded \$671,900 in grant funds from the Story County ARPA program. A photo was taken with the BOS, mayor Comegys, and the City Clerk.

8. Retention pond engineering report- Nichole Sungren with MSA delivered the engineering report in regards to the parcel of land on the SE part of Collins that is owned by the City of Collins, where the City had planned to build a water retention pond to mitigate flooding on the south end of town. Unfortunately, for many different reasons, MSA's engineering report showed that

building a retention pond on that parcel of land will not mitigate the flooding issue on the south end of town. Part of the issue is the volume of water runoff that comes from the surrounding fields. The other issue is the site's water table will not allow us to dig deep enough to make the retention effective. Additional (and very expensive) tiling would be required to help any such basin keep up with large events. MSA recommended that a more cost-effective strategy of flood mitigation for that part of town should focus on improvements that help process the water out of town faster. The Council and MSA agreed to continue analyzing the issue and to start focusing on targeted improvements throughout town while brainstorming options that might keep a large retention pond as a viable solution to the City's flooding issues.

9. Motion by Howell to approve MSA 2nd Ave. Street Project bidding contract, 2nd by Pasquariello, Roll Call- All Ayes, M/C

10. MSA water main engineering contract- Nichole from MSA discussed with council the options for water main placement and will develop a new contract for the October council meeting based on council advice on placement

11. Motion by Coree to approve Developer's Agreement- 214 Main Street, 2nd by Howell, Roll Call- All Ayes, M/C

12. Motion by Howell to approve fence permit- 612 Main Street, 2nd by Pasquariello, Roll Call- All Ayes, Welch abstained from vote, M/C

13. Motion by Coree to approve building permit- 416 4th Avenue, 2nd by Howell, Roll Call- All Ayes, Pasquariello abstained from vote, M/C

14. Motion by Coree to approve Girard's Carpentry quote to fix the north side of the city building behind fire station (\$6,568.85) paid for with RUT funds, 2nd by Pasquariello, M/C

15. Motion by Howell to approve RJ Electric quote to install new lighting in the community center (\$1,913.69) paid for with CACC capital project funds, 2nd by Kennedy, M/C

16. Motion by Kennedy to approve the 2022 Taxable Grant Revenue Revolving Loan Agreement with Dorsey & Whitney. LLP, 2nd by Coree, Roll Call- All Ayes, M/C

17. Motion by Kennedy to approve Resolution 2022-26. "Resolution setting the date for a public hearing on proposal to enter into a Grant Revenue Revolving Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$130,000, 2nd by Howell, Roll Call- All Ayes, M/C

18. Motion by Pasquariello to approve sending another letter with a \$100 fine to 311 3rd Avenue- violation of Code 55.03.1, 2nd by Welch, Roll Call- All Ayes, Howell abstained from vote, M/C

19. Motion by Howell to approve Resolution 2022-27. "Resolution directing city clerk to file lien for collection of municipal infraction fees", 2nd by Kennedy, Roll Call- All Ayes, M/C

20. Motion by Howell to approve Resolution 2022-28. "Resolution directing City Clerk to file lien for collection of mowing fees", 2nd by Pasquariello, Roll Call- All Ayes, M/C

21. Discussed 111 3rd Street (violation of Code 51.03)- Mayor Comegys will communicate with the company that bought the taxes at tax sale in 2019 to discuss the condition of this property

22. Motion by Coree to approve DOT permit for school ball fields improvements, 2nd by Welch, M/C. Motion by Kennedy to approve allowing Darren Kennedy to authorize the permit, 2nd by Welch, M/C.

23. Motion by Pasquariello to set public hearing date as October 13, 2022 at 7pm at the CACC for Amendment #1 for the 2022-2023 Budget, 2nd by Howell, M/C

24. Motion by Pasquariello to approve sending a letter with a \$50 fine to 211 3rd Street for violation of Chapter 51, City of Collins Code of Ordinances, 2nd by Howell, M/C

25. Motion by Howell to approve sending a letter with a \$50 fine to 403 1st Avenue for violation of Chapter 51, City of Collins Code of Ordinances, 2nd by Kennedy, M/C

26. Update- 11 4th Street- will readdress at the December council meeting

27. Set Beggar's Night as Monday, October 31st, 2022 from 6-8pm

28. REPORTS- Mayor- Story County Housing Trust is looking for lots owned by cities that the county can build a house on. Story County Conservation submitted a grant for the Heart of Iowa trail. He has applied for several grants for the CACC remodel project. **Coree-** None. **Pasquariello-** None. **Kennedy-** None. **Howell-** Asked when south city sign will be installed. Sign Pro said by the end of September. **Welch-** None. **PWD-** Written and verbal. Motion by Howell to approve purchase of chemicals (up to \$3,500), paid for by sewer fund, 2nd by Coree, M/C. Motion by Welch to approve purchase of rock (up to \$4,000), paid for with sewer fund, 2nd by Howell, M/C. **Library-** Written and verbal. Motion by Coree to approve purchases of books and ink (up to \$385), 2nd by Welch, M/C. **CWC-** Written. Motion by Coree to approve purchase of floor transitions (up to \$400), 2nd by Welch, M/C. **Clerk-** Asked for permission (and was granted permission) to request an additional \$25,000 in funding from Story County Housing Trust Fund, if extra funds become available. Updated mayor and council that after completing the necessary employment and educational requirements over the past 3 years, she applied for and received the designation of Iowa Certified Municipal Clerk awarded by the Iowa Municipal Finance Officers Association.

29. ADJOURNMENT- 9:45pm Motion by Coree, 2nd by Pasquariello, M/C