

MINUTES- Regular Meeting of the Collins City Council

1. CALL TO ORDER- Collins City Council met on Thursday, September 9, 2021, 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: Del Amsden, Andrew Coree, Dawnell Kennedy, Greg Schlueter. Absent- Council Member Staci Howell. Guests- Deputy Carson Linkenmeyer, Mark Atwood, Nichole Sungren, Robin and Judi Van Wyke, Lukkas Gartin, Leanne Schulz, Trent Coughenour, Steve Oxley. City personnel present: Public Works Director Darren Kennedy, Library Director Sara Coree, City Clerk Katie Baldwin.

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

4. CONSENT AGENDA: August 12th Minutes, August Cash Report, September Bills- Motion by Coree to approve, 2nd by Schlueter, M/C

5. AUGUST SHERIFF'S REPORT- Written and Verbal. Deputy Linkenmeyer gave an update on the vehicle break-ins. There have been no forced entries, suspects are targeting unlocked vehicles only. Suspects are masked, wearing dark clothing, driving unidentifiable vehicles. Thefts are happening between 2am-4:30am typically. Deputy asked the city to remind residents to keep doors locked and keep guns and weapons out of their vehicles, as the suspects are using the stolen weapons after stealing them. Update on the car keying incident that happened on June 11, 2021 at Trailside Park near the softball field- Three juveniles have been referred to Juvenile Court Services. Deputy stated that victims could call the Story County Clerk of Court to fill out a victim impact statement. (The next day it was corrected- victims should call Story County Juvenile Court Services for updates on this case.)

AUGUST 2021

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
3E ELECTRICAL ENG.	GENERATORS	989.75
ALLIANT ENERGY/IPL	GAS/ELECTRIC	2,879.28
BADGER METER, INC.	SRVC AGRMENT JULY-DEC 2021	780.00
CHRISTINE BROWN	CWC REFUND	4.00
CITY-CWC WATER	AUGUST	111.66
COINCO DESIGN & PROD.	MURALS FOR MURAL WALK	470.00
COLLECTION SERVICES CNTR	CHILD SUPPORT	39.54
SARA COREE	REIMBURSE-LIBRARY SUPPLIES	33.94
IOWA DNR	ANNUAL WTR SUPPLY FEE	59.26
EFTPS	FED/FICA TAXES	2,700.96
EXCHANGE STATE BANK	SAFETY DEPOSIT BOX FEE	12.00
GINA ERICSON	CWC REFUND	25.00
INTERSTATE ALL BATTERY	LIFT STATION BATTERY	69.40
IOWA LEAGUE of CITIES	FY22 DUES	533.00
IPERS	AUGUST	1,872.01
IRUA	JULY 1 & AUG. 2 READS	4,094.55
JOHN DEERE FINANCIAL	EQUIPMENT LEASE	1,103.98
JOHN DEERE FINANCIAL	MOWER/CACC/VEHICLE SUPPLIES	619.95
KEYSTONE LABORATORIES	WATER TESTING	12.60
MARC	CWC SHAMPOO	215.61
MARSHALL CO. LANDFILL	JUNE LANDFILL	1,335.40
MENARDS - ALTOONA	LIBRARY & FD SUPPLIES	20.12
NATHAN STRATTON	SWR LAGOON BEAVER DAM REMOVAL	320.00
POSTMASTER	POSTAGE, LIB. PO BOX FEE	170.25
RACO	SEWER LAGOON-ALARM AGENT	1,315.00
STAPLES	CH/CWC OFFICE SUPPLIES	393.81
STILES MECHANICAL	CACC REPAIRS	637.79
STORY CO RECORDER	SCHTF LIEN FILINGS	36.00

STORY CO. TREASURER	1ST QTR FY2022	7,868.03
U.S.CELLULAR	INTERNET- PWD LAPTOP, CACC	214.11
WASTE MANAGEMENT	JUNE RECYCLING	1,086.54
WINDSTREAM	PHONE/INTERNET	793.79
PAYROLL	AUGUST	9,235.23
REPORT TOTAL		40,052.56

AUGUST 2021

FUND	REVENUES	EXPENSES
GENERAL	589.97	15,143.60
LIBRARY	309.90	2,670.86
WELLNESS CENTER	1,637.72	1,727.00
ROAD USE TAX	4,292.99	1,843.59
LOCAL OPTION SALES TAX	6,721.18	0.00
COMM.CTR.CAP.PROJ.	0.00	470.00
SCHTF-OOR GRANTS	36.00	36.00
WATER	16,446.70	6,586.97
SEWER	16,801.68	9,132.60
LANDFILL/GARBAGE	4,665.92	2,441.94
TOTAL FUNDS	51,502.06	40,052.56

TRANSFERS

SEWER TO SEWER SINKING 5,935.00

6. PUBLIC FORUM: None

7. Nichole Sungren gave updates on the 2nd Ave. street project payment (\$315,823.22 payment to Manatt's now, \$16,622.27 payment to Manatt's in 30 days if the project continues to be satisfactory at that time), 4th Ave. culvert project engineering proposal (\$4,000), and continued street project engineering proposal (\$52,700). Mayor Comegys signed the 4th Ave. culvert project engineering contract, as council had approved engineering costs up to \$5,000 at the August 2021 council meeting.

8. Request to meet with mayor and council- Lukkas Gartin. After discussion with Mayor and Council, Lukkas agreed to keep his grass cut below 6 inches. There was no further direction given by council to Lukkas regarding upkeep of his property. The City agreed to maintain all property on the south side of Lukkas's building as that is city-owned property. All weeds on the south side of his building will be trimmed to ground level by the city. Two trees on the south side of his building will be removed by the city.

9. Motion by Coree to approve deck permit- 16 1st Street, 2nd by Schlueter, M/C

10. Motion by Coree to table sewer credit- 700 1st Ave. Lot #4- 2nd by Amsden, M/C

11. Motion by Kennedy to approve spending remaining funds from 2020 Albert & Vera Clement Trust grant (\$1,705), 2nd by Amsden, M/C

12. Motion by Kennedy to approve purchase of paint and paint supplies (\$1,500), and flooring (\$1,500) for CACC addition, 2nd by Amsden, M/C

13. Motion by Amsden to deny variance request- 700 1st Ave. Lot #7 or #8, 2nd by Kennedy, M/C, Schlueter abstained. It was noted that the 6 month trial on the first variance at the mobile home park is not complete yet.

14. Motion by Kennedy to deny the request to waive the \$50 municipal infraction penalty at 311 3rd Ave., 2nd by Amsden, M/C

15. Motion by Schlueter to approve Bright Green Roof bid (city will pay up to \$8,000) - SCHTF- OOR Grant- 33400 Hwy 65, 2nd by Amsden, M/C

16. Motion by Coree to approve Rick Purdy's bid (\$2,000)- SCHTF- OOR Grant- 604 2nd Ave., 2nd by Amsden, M/C

17. Motion by Schlueter to approve Resolution 2021-18. "Resolution calling an election on the proposition of levying a library support tax in the City pursuant to Section 384.12(20) of the Code of Iowa", 2nd by Coree, Roll Call- Amsden- Nay, Coree- Aye, Kennedy- Aye, Schlueter- Aye, M/C
18. Motion by Amsden to approve Resolution 2021-19. "Resolution authorizing a change in compensation for Darren Kennedy, Public Works Director", 2nd by Coree, Roll Call- Amsden- Aye, Coree- Aye, Schlueter- Aye, Kennedy abstained, M/C
19. Motion by Amsden to table Resolution 2021-20. "Resolution approving an annual cost of living wage increase for full time city employees", 2nd by Coree, M/C
20. Motion by Kennedy to approve Resolution 2021-21. "Resolution approving implementing fees for photo copying and faxing documents.", 2nd by Coree, Roll Call- Amsden- Aye, Coree- Aye, Kennedy- Aye, Schlueter- Aye , M/C
21. Motion by Kennedy to approve first reading of Ordinance 2021-1. "An Ordinance amending the code of ordinances of the city of Collins, Iowa, 2006, by amending provisions pertaining to chapter 165, section 165.32, BC- Central Business Commercial District.", 2nd by Amsden, Roll Call- Amsden- Aye, Coree- Aye, Kennedy- Aye, Schlueter- Aye , M/C. Motion by Kennedy to approve that the statutory rule requiring an ordinance to be considered and voted on for passage at two council meetings prior to the meeting at which it is to be finally passed be suspended, 2nd by Coree, Roll Call- Amsden- Aye, Coree- Aye, Kennedy- Aye, Schlueter- Aye, M/C. Final reading and passage of this ordinance will take place at the October 14th council meeting.
22. Motion by Kennedy to table south city sign designs and approve Sign Pro bid, 2nd by Coree, M/C
23. Motion by Kennedy to table setting a public hearing date and time to approve final code book, 2nd by Coree, M/C
24. Discussed "community betterment" definition in relation to the expenditure of L.O.S.T. funds. Council will look over Mayor's proposed wording and give him feedback. Council will pass a resolution at the October 14th council meeting.
25. Discussed developing wording for resolution stating what projects the ARP allocated money will be used for. Projects noted so far are water meter software, water meters, water leak detection equipment rental, and 4th Ave. culvert project.
26. Discussed concerns of harassment towards city personnel. Employees were advised to try to redirect the person first, hang up the phone if they are yelling and swearing, tell them they get one phone call per day, contact a council member to come help if they are belligerent.
27. Motion by Schlueter to approve ordering a new John Deere zero-turn mower from Van Wall Equipment (locked in at a cost of \$32,833.47 plus interest), with payment being withheld until next year and the acknowledgement that the city can decide not to purchase the mower once it is in-stock, 2nd by Coree, M/C
28. Motion by Kennedy to approve replacement of doors (\$1,650) and roof (\$1,500) on Lion's Club Park restrooms, payable with L.O.S.T. funds, 2nd by Schlueter, M/C
29. Motion by Schlueter to approve replacement of forced-air furnace in PWD shop (\$1,950), payable with R.U.T. funds, 2nd by Amsden, M/C
30. Discussed purchasing permanent security cameras for Trailside Park and City Hall. Mayor will reach out to the school district to see if they are interested in having cameras at Trailside Park/softball fields and if they would be willing to help pay for them.
31. Business signs to be installed at Fast Stop and at Trailside Park- No discussion.
32. Tennis court improvements at Trailside Park- Tabled until winter.
33. Motion by Amsden to approve deck permit- 604 1st Ave., 2nd by Coree, M/C
34. MSA and WHKS retention pond engineering- Coree will reach out to ISU Engineering dept.
35. Set date for Beggar's Night 2021- October 30th from 6-8pm
36. Water loss update- No discussion

25. REPORTS-

Library- Written and verbal. Motion by Amsden to approve purchases of movies and books (up to \$524.52), 2nd by Schlueter, M/C.
CWC- Written. **City Clerk-** ARP funds, approx. \$35,000, should be deposited within the next week. EMC approved tree removal

needed following the 2020 derecho, in the amount of \$8,400. FEMA is reworking our project to possibly pay the remaining amount needed/asked for. **Treasurer-** Written. **PWD-** Written and Verbal. Mayor gave guidance to order the water meter reader software now since we got notification that we will get ARP funds within the next week. Motion by Kennedy to approve the purchase of 12 water meters, 2nd by Amsden, M/C. Would like letter sent to 215 3rd Street regarding junk in the alley which is obstructing the alley, giving 30 days to remove obstructions to comply with city code. Mayor advised Clerk to send the letter. **Amsden-** Would like a letter sent to 407 Main Street regarding their new shed not meeting the set-back requirements. Mayor advised Clerk to send the letter. **Kennedy-** Has received reports that there are people living in campers at 200 Main Street. Schlueter responded that those people are gone for the year and there will be nobody using the campers as living quarters. Asked when the laptops will be delivered. Clerk advised the end of November. **Schlueter-** Would like a letter sent to the Post Office notifying them that the sidewalk needs fixed. PWD responded that the city has to remove the tree that is causing the sidewalk to be problematic, before the Post Office can fix the sidewalk. Would like to have two meetings per month rather than one long meeting. **Coree-** None. **Mayor-** None.

38. ADJOURNMENT- 10:20pm Motion By Kennedy, 2nd by Amsden, M/C