VILLISCA CITY COUNCIL REGULAR MEETING

TUESDAY November 11, 2014 6PM COMMUNITY BUILDING

 Meeting called to order at 6pm November 11, 2014 by Mayor Halda with the following roll call:

PRESENT: Shepherd, Haidsiak, Mullen, Leonard ABSENT: Heimbach

 Also present, John Beer, Janelle Beer, Austin Smith, Mark Fincel, Roxanna Sieber, Helen Lowe, Meri Kernen, Greg Hart, Steve Adams Attorney Carl Sonksen, PWD James and Clerk Owen.

 Motion Haidsiak second Shepherd and unanimous vote to approve the agenda.

 The consent agenda including past minutes, report of receipts and disbursements, Clerk, VMPP and Sheriff’s reports were reviewed by copy. Motion Haidsiak second Leonard and unanimous vote to approve the consent agenda.



**Disbursements October 2014**

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| --- | --- | --- |
| CLAIMS REPORT |  |  |
| VENDOR | REFERENCE  | AMOUNT |
| ACCO  | CHEMICALS  | 5,088.86 |
| ADAMS COUNTY AMBULANCE  | TIER-AMB  | 220 |
| ADVANTAGE ADMINISTRATORS  | OWEN/INSURANCE  | 345.76 |
| ALCO STORES  | MISC EXPENSE/LIB  | 396.28 |
| Alliant Energy  | NATURAL GAS  | 211.8 |
| ALLIED INSURANCE  | BOND INSURANCE RENEWAL  | 175 |
| Allied Systems, Inc  | PIPE & FITTINGS  | 9,392.85 |
| BIBLIONIX  | ANNUAL APOLLO SUB  | 900 |
| RONALD A BROWN  | SERVICE  | 65 |
| CARD SERVICES - VISA  | BOOKS  | 581.36 |
| CASEY'S  | FUEL  | 132.74 |
| CENTER POINT LARGE PRINT  | BOOKS  | 41.94 |
| CENTRAL STATES LAB  | TRIPLE MELT  | 3,343.56 |
| CHAT MOBILITY  | CITY/AMB CELL  | 82.62 |
| CITY OF RED OAK AMBULANCE  | TIER-AMB  | 880 |
| CLARINDA REGIONAL  | TIER-AMB  | 220 |
| CLARK PLUMBING & CONSTRUCTION  | STORM SEWER REPAIR  | 830.75 |
| CR GRAPHICS  | DECALS  | 84 |
| CRYSTAL EIGHMY  | REIMBURSEMENT LUNCH  | 10.89 |
| Data Technologies  | W-2'S/1099'S/1096  | 92.03 |
| Dickel Duit Outdoor Power  | REPAIRS  | 73.69 |
| EMERGENCY APPARATUS MAINTENANC | CITY TRUCK #332 PUMP TEST  | 3,531.21 |
| EMERGENCY MEDICAL PRODUCTS  | MEDICAL SUPPLIES  | 588.95 |
| FARMERS MUTUAL TELEPHONE CO  | SERVICE  | 439.23 |
| GRAY PEST CONTROL  | TREATMENT LIBRARY  | 49.2 |
| HACH COMPANY  | CHEMICALS  | 172.09 |
| HAWKEYE FORD  | WATER TRUCK TAILLIGHT  | 119.43 |
| IOWA DIVISION OF LABOR SERVICE | BOILER INSPECTION  | 40 |
| Iowa One Call  | LOCATES  | 28.8 |
| IOWA PRISON INDUSTRIES  | SIGN  | 21.5 |
| Julie A LAYTHE  | OCTOBER CLEANING CB  | 320 |
| GAYLE E HEARD  | REPAIRS/SUPPLIES  | 503.58 |
| MANGOLD ENVIRONMENTAL  | WATER TESTING  | 111 |
| MARTHA HERZBERG  | MILEAGE REIUMBURSEMENT  | 66.64 |
| MATHESON TRI-GAS/LINWELD  | RENTAL ON TANK  | 127.83 |
| MattParrott and Sons  | METER SHEETS  | 282.82 |
| MUNICIPAL EMERGENCY SERVICES  | MISC EXPENSE  | 229.71 |
| MIDWEST ENVIRONMENTAL  | vbainmesi@iowatelecom.net  | 1,828.00 |
| MIDWEST RECYCLING  | OCT RECYCLING  | 589.2 |
| MUNICIPAL SUPPLY, INC  | OPERATING SUPPLIES  | 1,227.14 |
| ORSCHELN  | CLOTHING ALLOWANCE  | 162.46 |
| PETTY CASH CITY  | TRAINING  | 160.43 |
| PHYSICIAN'S CLAIMS COMPAN  | AMBULANCE BILLING  | 38.53 |
| RED OAK CHRYSLER INC  | REPAIRS/TRANSIMISSION DODGE  | 4,235.24 |
| RICOH USA  | CONTRACT #3330552/9/26-10/25  | 30.73 |
| STONER DRUG/HONEYMAN  | AMB SUPPLIES  | 5.77 |
| SOUTHWEST IOWA RURAL ELE  | SE SERVICE  | 62.6 |
| TREASURER, STATE OF IOWA  | SALES TAX  | 961 |
| TRISHA OWEN  | REIMBURSEMENT MILEAGE/MEALS  | 143.57 |
| U.S. POSTAL SERVICE  |   | 4,147.55 |
| UNITED FARMERS COOP  | DIESEL/GASOHOL  | 2,086.35 |
| UPS  | SHIPPING  | 193.84 |
| UTILITY SERVICE CO., INC.  | QUARTERLY WATER TOWER  | 2,025.43 |
| Villisca Foods  | MISC AMB EXPENSE  | 74.19 |
| VILLISCA POWER PLANT  | ELECTRIC  | 6,690.72 |
| XPUBLISHING LLC  | MINUTES PRINTED  | 462.11 |
| WELLMARK  | EMPLOYEE INSURANCE  | 6,857.03 |
| ZIEGLER CAT, CTY ACCT  | SE GENERATOR  | 1,830.00 |
| \*\*\*\* PAID TOTAL \*\*\*\*\*  |   | 63,613.01 |
| \*\*\*\* SCHED TOTAL \*\*\*\*\*  |   |   |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\*  |   | 63,613.01 |

Richard Mullen Marilyn Halda Marsha Shepherd Lee Haidsiak TJ Leonard Trisha Owen

Council Member Mayor Council Member Council Member Council Member City Clerk

 The above bills were approved for payment by signature November 11, 2014. .

Motion Shepherd second Leonard to approve Resolution No. 14-11-01, Approve Annual Finance Report

AYES: Leonard, Shepherd, Mullen, Haidsiak NAYS: None

RESOLUTION NO. 14-11-01

APPROVE ANNUAL FINANCIAL REPORT

WHEREAS: The State of Iowa requires an annual financial report be published and filed with the state and;

WHEREAS: The required reports have been completed and submitted to the council for approval;

THEREFORE BE IT RESOLVED by the City Council of the City of Villisca the report is approved and the council orders publication and submission to the state the annual financial report for 2013/2014

Motion Haidsiak second Mullen to approve Resolution No. 14-11-02, Liquor License, City Lounge & Ker-A-Vor American Legion

 AYES: Haidsiak, Mullen, Leonard, Shepherd NAYS: None

RESOLUTION NO. 14-11-02

APPROVE KER-A-VOR CLASS C/SUNDAY OUTDOOR PERMIT

APPROVE CITY LOUNGE CLASS C/CLASS E/SUNDAY PERMIT

WHEREAS: The Class C/Sunday/Outdoor permit for Ker-A-Vor American Legion Club is due to expire December 31, 2014 and;

WHEREAS: The Class E/Class C/Sunday permit issued to Norma Graham dba City Lounge is due to expire December 31, 2014 and;

WHEREAS: Council approval is required before renewal of the licenses will be granted.

THEREFORE BE IT RESOLVED that the City Council of the City of Villisca hereby approves said applications and directs the Clerk to approve them on behalf of the Council.

Motion Haidsiak second Shepherd to approve Resolution No. 14-11-03, Set Wage Scale for 2015

 Ayes: Shepherd, Mullen, Leonard, Haidsiak NAYS: None

RESOLUTION NO. 14-11-03

SET WAGE SCALE FOR 2015

WHEREAS: Wages are considered annually and must be set by resolution of the Council.

THEREFORE BE IT RESOLVED that the City Council of the City of Villisca has determined the wage scale for calendar year of 2015 to be as follows for the hourly employees:

 2014 2015

 Chad James, Public Works Director  $21.34 $21.84

 David Riggle, Wastewater Plant Operator $18.29 $18.79

 Christopher Frede, Water Treatment $14.75 $15.25

 Trisha Owen, City Clerk  $15.90 $16.40

 Cindy Scott, Deputy Clerk $12.93 $13.43

 Robert Brown, PT Mower $8.25 $8.50

 Extra and part-time help, street, cemetery, janitorial up to $10.00 per hour at the discretion of the department head.

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Motion Haidsiak second Leonard to approve Resolution No. 14-11-04, Adopting VMPP Budget

 Ayes: Shepherd, Mullen, Haidsiak, Leoanrd NAYS: None

. RESOLUTION NO. 14-11-04

ADOPTING CALENDAR YEAR 2015 VMPP BUDGET

BE IT RESOLVED by the Council of the City of Villisca, Iowa the annual budget for the Villisca Municipal Power Plant Calendar Year 2015 beginning January 1, 2015 as set forth in the Budget Summary Certificate and in the detailed budget in support thereof, showing the revenue estimates and appropriation expenditures for said calendar year is adopted.

WHEREAS the City Council of the City of Villisca receives a copy after the Auditor is completed, showing the beginning and ending balances.

THEREFORE BE IT RESOLVED The Clerk is directed to notify the Iowa Department of Management.

Motion Mullen second Haidsiak to approve Resolution No. 14-11-05, Adoption Return to Work Policy

 Ayes: Mullen, Haidsiak, Shepherd, Leonard NAYS: None

RESOLUTION NO. 14-11-05

ADOPOTION OF A RETURN TO WORK POLICY

WHEREAS: The City of Villisca has a city employee personnel policy in place that provides for policies and procedures regarding city personnel; AND

WHEREAS: The City of Villisca from time to time finds it necessary to update the city employee policy with certain policies and procedures to facilitate city operations as well as protect city personnel; AND

WHEREAS: The City of Villisca desires to implement a Return to Work program as part of the City’s employee personnel policy that provides guidelines for city employees injured on the job who are unable to return to their regular job classification upon returning to work; AND

THEREFORE BE IT RESOLVED by the City Council of the City of Villisca that the City of Villisca shall adopt by resolution the Return to Work Program attached hereto and incorporated herein as exhibit “A”, and such Return to Work Program shall become part of the City of Villisca city employee personnel policies.

Passed and approved this 11th day of November, 2014.

Smith and Fincel gave the council an outline of the Preliminary Engineering report summary. They also went over the loan options and the City hopes to get the CDBG grant that has been applied for. Currently the city is at a deficit on their annual revenue versus the expenses. Water rates haven’t been raised since 2007. Rates should have been raised to help with the deficits. There will be a raise in water rates whether or not the project continues. Motion Leonard second Shepherd and unanimous vote to approve the engineering report.

6:48 p.m Smith and Fincel left the meeting.

John and Janelle Beer came to the council to discuss if they could have a few farm animals on their property off of 703 S U Ave. They filled out the application to keep farm animal within the city limits. Veterinarian licensed pursuant to Code of Iowa Chapter 169 providing that in there opinion livestock and premises are not in violation of the Code of Iowa Chapter 717.2. Motion Haidsiak second Shepherd and unanimous vote to approve there livestock permit. Greg Hart wanted to express his concerns with fixing the noon whistle. He feels like tax payer dollars shouldn’t be used to fix the whistle. The whistle hasn’t worked since last spring. He also gave his concerns on the alley behind Wolfe Funeral Home. There was discussion and no action was taken by the council. PWD James will look into the alley and talk with FMTC and make sure that KLK has completed that section.

Steve Adams gave the council a power point presentation on Downtown Revitalization and Urban Renewal. Chapter 403 of the Code of Iowa allows municipalities to create an urban renewal area. This is a geographic district defined by a boundary description to relieve slum or blight areas or to enhance economic development efforts.

 7:31 p.m. Hart and Adams left the meeting.

 There was decision on the Library’s FY 15-16 budget. The council feels like they need to watch their spending and work within what the city is going to give them. Motion Mullen second Shepherd and unanimous vote to give the Library $27,500 for operating expenses for the FY 16 budget. Motion Haidsiak second Mullen and unanimous vote to reschedule December’s 9th meeting to the 16th of December. Motion Leonard second Shepherd and unanimous vote to allow Horizons to apply for a grant under the city. PWD James gave an update from the DNR. Well #3 is currently shut down which was our main water supply. The water coming out of the treatment plant is up to DNR standards. The following were the highest sealed bidders on the following 1994 Chevy Chad James, Lot #9 Kathy Marshall, Lot # 325 Nathan Johnson, and Lot # 307 Henry Kasha. Motion Mullen second Shepherd and unanimous vote to approve all sealed bids on Chevy truck, lots #9, #307 and #325. PWD James gave his monthly report and answered any questions that the council had. Councilman Haidsiak wanted to thank the City employees on their day to day business and for all there hard work. Haidsiak also gave a general comment to the public that it is council/mayor’s decision’s that are made and not the City Clerk nor the City Employees. The City Clerk is the day to day face of the City Council and Mayor, who relay’s their messages and or decisions to the citizens.

Public Comment: NONE

Motion Shepherd second Mullen and unanimous vote to adjourn 8:40 p.m.

 Next regular meeting will be Tuesday, December 16, 2014 6pm at the community building. (NOTE THIS IS A CHANGE! WILL BE THE 3rd TUESDAY)

ATTEST:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Trisha Owen, City Clerk Marilyn Halda, Mayor