VILLISCA CITY COUNCIL REGULAR MEETING

TUESDAY November 10, 2015 5:30PM COMMUNITY BUILDING

Meeting called to order at 5:30pm November 10, 2015 by Mayor Halda with the following roll call:

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

Also present, Austin Smith, Joni McAlpin, PWD James and Clerk Owen.

Motion Haidsiak second Leonard and unanimous vote to approve the agenda with correction of year on #7 and #8.

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | RECEIPTS/DISBURSEMENTS | | Oct-15 |  |  |  |
| FUND | BEG. BALANCE | REVENUES | EXPENSES | LIAB CHANGE | CHECKING BAL | INVEST BAL |
| General | $18,197.04 | $ 71,660.49 | $19,134.12 |  | $70,945.39 | $226,079.55 |
| Road Use Tax | $90,896.77 | $11,765.86 | $2,530.73 |  | $100,131.90 | $ - |
| Employee Benef | ($14,868.12) | $18,112.21 | $ 3,919.00 |  | $ (674.91) | $ - |
| Emergency Fund | $108.81 |  |  |  | $ 108.81 |  |
| Local Option | $ 30,000.00 | $ 19,358.02 |  |  | $ 39,640.63 | $235,097.66 |
| Debt Service | $ 11,173.09 | $ 16,514.97 |  |  | $ 27,688.06 | $ - |
| Water Capital Project | |  |  |  |  |  |
| Perpetual Care | $ 16,908.31 |  |  |  | $ 16,908.31 | $ 51,000.00 |
| Water Utility | $ 2,672.20 | $ 18,402.13 | $ 17,718.80 |  | $ 3,355.53 | $ 41,629.02 |
| Sewer Utility | $ 128,116.64 | $ 28,739.59 | $ 22,182.38 |  | $ 134,673.58 | $144,187.66 |
| Totals | $283,204.74 | $184,553.27 | $65,485.03 |  | $392,777.30 | $697,993.89 |
|  |  |  |  |  |  |  |
| Savings Accounts |  |  |  |  |  |  |
| Library | $ 20,164.07 |  |  |  |  | $ 20,164.07 |
| Swimming Pool | $ 56,296.31 | $ 231.25 | $ 478.51 |  |  | $ 56,049.05 |
| Police | $ 280.04 |  |  |  |  | $ 280.04 |
| Trustee's Fire Dept | $ 99,215.03 | $ 25.28 |  |  |  | $ 99,240.31 |

Richard Mullen Marilyn Halda Lee Haidsiak TJ Leonard Trisha Owen

Council Member Mayor Council Member Council Member City Clerk

|  |  |  |
| --- | --- | --- |
| CLAIMS REPORT |  |  |
| VENDOR | REFERENCE | AMOUNT |
| ACCO | CHEMICALS | 5,536.65 |
| ADVANTAGE ADMINISTRATORS | INSURANCE/JAMES | 699.5 |
| AGRI VISION | MISC EXP | 41.97 |
| Akin Building Center | BUILDING SUPPLIES | 117.75 |
| Alliant Energy | NATURAL GAS | 138.75 |
| ALLIED INSURANCE | BOND INSURANCE RENEWAL | 175 |
| Allied Systems, Inc | OPERATING SUPPLIES | 814.79 |
| AMAZON | BOOKS, ETC | 50.92 |
| AMERICAN FIRE PROTECTION |  | 130 |
| BARCO MUNICIPAL PRODUCTS INC | MISC | 171.7 |
| BIBLIONIX | ANNUAL SUB DUES | 900 |
| RONALD A BROWN | SERVICE | 56.5 |
| CARD SERVICES - VISA | BOOKS | 180.17 |
| CASEY'S | FUEL | 346.79 |
| CENTER POINT LARGE PRINT | BOOKS | 41.94 |
| CHAD JAMES | REIMB/CLOTHING ALLOWANCE | 181.89 |
| CHAT MOBILITY | CELL PHONE AMB/CITY | 82.62 |
| CITY OF RED OAK AMBULANCE | 6 TIERS | 660 |
| FARMERS MUTUAL TELEPHONE CO | SERVICE | 463.92 |
| GRAINGER | SUPPLIES | 156.55 |
| HACH COMPANY | SUPPLIES | 208.39 |
| HENNINGSEN CONST. | COLD PATCH | 280.8 |
| HOLIDAY INN AIRPORT DM | IMFOA CONFERENCE 10/21-23 OWEN | 190.4 |
| IMFOA CERTIFICATION | OWEN CERTIFICATION/CLERK | 75 |
| Iowa One Call | LOCATES | 23.4 |
| J.P. COOKE COMPANY | 2016 DOG TAGS | 81.23 |
| MATHESON TRI-GAS/LINWELD | RENTAL ON TANK | 145.19 |
| MIDWEST ENVIRONMENTAL | vbainmesi@iowatelecom.net | 987 |
| MONTGOMERY COUNTY MEM HOSPITAL | RIGGLE TRAINING | 189 |
| MONT CO PUBLIC HEALTH | HEPB 1 # 2 FIREMAN | 960 |
| NORTHERN TOOL & EQUIPMENT | MISC | 125.3 |
| PAGE COUNTY EXTENSION | OCT RECYCLING | 500 |
| PRAIRIE STAR EQUIP CONNEC | STUMP GRINDER | 13,200.00 |
| RDJ SPECIALTIES | BOOKS | 214.32 |
| RICOH USA | CONTACT # 3330552 9/26-10/25 | 31.35 |
| RUETER'S | MISC SUPPLIES | 1,341.95 |
| SECRETARY OF STATE | NOTARY FEE/OWEN | 30 |
| STONER DRUG/HONEYMAN | SUPPLIES | 65 |
| SOUTHWEST IOWA RURAL ELE | SE SERVICE | 97.59 |
| THRASHER | STABLILIZE WALL/WEST | 3,243.60 |
| TREASURER, STATE OF IOWA | SALES TAX | 1,213.00 |
| TRISHA OWEN | REIMB MILEGAGE IMFOA 10-21/23 | 134.32 |
| TURNER, JONES & BITTING | ATTORNEY FEES | 500 |
| UNITED FARMERS COOP | DIESEL/GASOHOL | 3,721.70 |
| UPS | SHIPPING | 234.22 |
| UTILITY SERVICE CO., INC. | QUARTERLY WATER TOWER | 2,025.43 |
| VILLISCA POWER PLANT | ELECTRIC | 6,751.70 |
| XPUBLISHING LLC | MINUTES PRINTED | 458.24 |
| WELLMARK | INSURANCE | 7,579.67 |
| \*\*\*\* PAID TOTAL \*\*\*\*\* |  | 55,555.21 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\* |  | 55,555.21 |

The above bills were approved for payment by signature November 10, 2015.

Motion Leonard second Heimbach to approve Resolution No. 15-11-01, Approve Annual Finance Report

RESOLUTION NO. 15-11-01

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 2014/2015.

YES: Heimbach, Haidsiak, Leonard NAYS: None

5:32 p.m. John McKean and Martha Herzberg entered the meeting.

Motion Haidsiak second Heimbach to approve Resolution No. 15-11-02, Liquor License, City Lounge & Ker-A-Vor American Legion

AYES: Heimbach, Haidsiak, Leonard NAYS: None

RESOLUTION NO. 15-11-02

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, 2015 and;

WHEREAS: The Class E/Class C/Sunday permit issued to Norma Graham dba City Lounge is due to expire December 31, 2015 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.

5:34 p.m. Richard Mullen and John Hausen entered the meeting.

Motion Mullen second Heimbach to approve Resolution No. 15-11-03, Set Wage Scale for 2016

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

RESOLUTION NO. 15-11-03

SET WAGE SCALE FOR 2016

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 2016 to be as follows for the hourly employees:

2015 2016

Chad James, Public Works Director  $21.84 $22.44

David Riggle, Wastewater Plant Operator $18.79 $19.69

Christopher Frede, Water Treatment $15.25 $16.15

Trisha Owen, City Clerk  $16.40 $17.30

Cindy Whaley, Deputy Clerk $13.43 $14.33

Robert Brown, PT Mower $8.50 $9.40

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

Motion Haidsiak second Leonard to approve Resolution No. 15-11-04, Adopting VMPP Budget

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

RESOLUTION NO. 15-11-04

ADOPTING CALENDAR YEAR 2016 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 2016 beginning January 1, 2016 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.

Passed and approved this 10th day of November 2015.

Austin Smith gave an update on the well replacement project. IDNR conducted a site visit on 11/3. We are currently awaiting approval of site prior to design of well and production of plans and specifications. Clerk Owen will place a two week ad taking sealed bids on the 1977 ladder truck. Bids due 12/4/15. 6:04 p.m. Austin Smith left Motion Haidsiak second Leonard and unanimous vote to approve $29,500 for the FY 16-17 Library budget. 6:22 p.m. John McKean left the meeting. 6:25 p.m. John McKean entered the meeting. Motion Haidsiak second Mullen and unanimous vote to approve street closure south depot between 1st and 2nd Avenue. 6:31 John Hausen left the meeting. Motion Haidsiak second Leonard and unanimous vote to change next month’s council meeting to December 15th at 5:30. Motion Mullen second Haidsiak and unanimous vote to approve Denise Branan for EMS driver and EMT class. Clerk Owen gave an update on Community Building Sign. 6:36 p.m. Joni McAlpin left the meeting PWD James gave his monthly report. Clerk Owen gave an update that the Salvation Army bin will be dropped off on Monday. Councilman Haidsiak requested that the 1st responder’s class be put on next month’s agenda.

Public Comment: NONE

Motion Leonard second Mullen and unanimous vote to adjourn 6:51 p.m.

Next regular meeting will be Tuesday, December 15, 2015 5:30 pm at the community building. (NOTE THIS IS A CHANGE! WILL BE THE 3rd TUESDAY)

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

Trisha Owen, City Clerk Marilyn Halda, Mayor