VILLISCA CITY COUNCIL SPECIAL MEETING

MONDAY MARCH 03, 2014 6PM COMMUNITY BUILDING

Meeting called to order at 6pm March 3, 2014 by Mayor Halda with the following roll call:

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

Also present Clerk Owen and PWD James.

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

Public Hearing for the City FY 15 Budget was opened for comments. No comments from the public and no written comments were presented as there was no one from the public present. Public hearing closed

Motion Leonard second Haidsiak to approve Resolution No. 13-03-01 Adopting FY14 Budget

Roll Call AYES: Heimbach, Haidsiak,Mullen, Leonard NAYS: None

RESOLUTION NO. 14-03-01

ADOPTING FY15

BE IT RESOLVED by the City Council of the City of Villisca, Iowa the budget for fiscal year ending June 30, 2015 as set forth in the budget Summary Certificate and in the detailed budget in support thereof showing the revenue estimates and appropriation expenditures and allocations to programs and activities for said fiscal year is adopted and the clerk is directed to make the filings required by law to set up the books in accordance with the summary and details as adopted.

Passed and approved this 3th day of March 2014.

Haidsaik thanked the City Crew for all of their hard work during the winter. No Public Comment

Motion Haidsiak second Leonard and unanimous vote to adjourn 6:04 p.m..

Next regular meeting will be Tuesday, March 11, 2014 6pm at the community building.

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

Trisha Owen, City Clerk Marilyn Halda, Mayor

VILLISCA CITY COUNCIL REGULAR MEETING

TUESDAY March 11, 2014 6PM COMMUNITY BUILDING

Meeting called to order at 6pm March 11, 2014 by Mayor Pro Tem Heimbach with the following roll call:

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

Also present, Sandy Penton, Marsha Underwood, Doug DeBolt, Roxanna Sieber, Rex Galloway, Courtney Harter, Helen Lowe, Meri Kernen, Clerk Owen, PWD James.

Motion Haidsiak second Leonard 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 Mullen and unanimous vote to approve the consent agenda.



Disbursements February 2014

|  |  |  |
| --- | --- | --- |
| ACCO | CHEMICALS | $608.35 |
| ADAMS COUNTY AMBULANCE | TIER-AMB | $110.00 |
| ADAMS COUNTY FREE PRESS | SUBSCRIPTION/LIB | $32.00 |
| ADVANTAGE ADMINISTRATORS | OWEN/INSURANCE | $178.00 |
| ALEGENT CREIGHTON HEALTH | NEW HIRE/DRUG TEST | $68.00 |
| Alliant Energy | NATURAL GAS | $1,689.59 |
| BRODART CO | BOOKS | $208.81 |
| RONALD A BROWN | SERVICE | $56.50 |
| CARD SERVICES - VISA |  | $273.04 |
| CASEY'S | FUEL | $221.00 |
| CHAT MOBILITY | CELL PHONE/CITY/AMB | $81.64 |
| CITY OF RED OAK AMBULANCE | TIER-AMB | $1,540.00 |
| COUNSEL OFFICE&DOCUMENT | FORMERLY BRO BUSINESS | $11.35 |
| DEMCO | MISC EXPENSE | $35.31 |
| ELLIOTT EQUIPMENT CO. | STREET SWEEPER REPAIRS | $296.21 |
| FIRE STATION TRAINING BUREAU | BRUCE TRAINING | $100.00 |
| FARMERS MUTUAL TELEPHONE CO | SERVICE | $554.43 |
| DENNIS R HAMMERSTROM | REPAIR BASEMENT WALL/LIB | $728.00 |
| IOWA PARK AND RECREATION ASSN | TRAINING | $470.00 |
| JENSEN WELL CO, INC | MISC | $1,384.50 |
| Julie A LAYTHE | JAN CB CLEANING | $320.00 |
| JILL M COOPER | JAN CLEANING | $40.00 |
| GAYLE E HEARD | REPAIRS/SUPPLIES | $183.73 |
| CYNTHIA L STURM | OFFICE SUPPLIES | $133.44 |
| MATHESON TRI-GAS/LINWELD | RENTAL ON TANK | $189.94 |
| MUNICIPAL EMERGENCY SERVICES | MISC EXPENSE | $1,528.00 |
| MIDWEST ENVIRONMENTAL | vbainmesi@iowatelecom.net | $1,139.00 |
| MIDWEST RECYCLING | JANUARY RECYCLING | $473.60 |
| MONTGOMERY COUNTY MEM HOSPITAL | MEDICAL SUPPLIES | $110.51 |
| MONTGOMERY COUNTY RECORDER | RECORDING FEE/TAX CERT | $60.00 |
| MONTGOMERY COUNTY TREASURE | FEES FOR TAX DEEDS (5) | $125.00 |
| PETERBILT OF COUNCIL BLUF | 1997 FORD DUMP TRUCK | $19,500.00 |
| PHYSICIAN'S CLAIMS COMPAN | AMBULANCE BILLING | $417.24 |
| RICOH USA | CONTRACT #3330552 | $34.06 |
| ROXANNA SIEBER | FEB EC | $1,030.00 |
| BRIAN B SCHAFER | FT 321 DODGE RAM REPAIRS | $4,647.34 |
| SONKSEN LAW FIRM PC | ATTORNEY FEES FEB 2014 | $500.00 |
| TREASURER, STATE OF IOWA | SALES TAX | $971.00 |
| UFMC AUTO PARTS | PARTS/REPAIRS | $1,472.28 |
| UNITED FARMERS COOP | DIESEL/GASOHOL | $1,156.86 |
| UPS | SHIPPING | $176.47 |
| UTILITY SERVICE CO., INC. | QUARTERLY WATER TOWER | $9,070.28 |
| VANDER HAAGS INC | DUMP TRUCK PLOW BLADE | $1,500.00 |
| Villisca Foods | PLANT SUPPLIES | $28.84 |
| VILLISCA POWER PLANT | ELECTRIC | $8,700.39 |
| XPUBLISHING LLC | MINUTES PRINTED | $179.04 |
| WELLMARK | INSURANCE | $5,130.11 |
| WHIPP SALES AND SERVICE | REPAIRS | $9.63 |
| ZOLL MEDICAL CORPORATION | BATTERY PACK/LITHIUM ION | $538.13 |
| \*\*\*\* PAID TOTAL \*\*\*\*\* |  | $68,011.62 |
| \*\*\*\* SCHED TOTAL \*\*\*\*\* |  |  |
| \*\*\*\* OPEN TOTAL \*\*\*\*\* |  |  |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\* |  | $68,011.62 |

Lee Haidsiak Richard Mullen Mark Heimbach T.J. Leonard Trisha Owen

Council Member Council Member Pro-Tem Mayor Council Member City Clerk

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

Courtney Harter with SWIPCO gave the council an update on applying for funds for water improvement projects. She then explained the process that needs to be followed for procuring and engineer if federal funds are received. SWIPCO will help the council to make an education decision on what would be the best for our community. Haidsiak gave a quick update on the process of the community garden and trail.

Motion Haidsiak second Mullen to approve Resolution No. 14-03-02 Approving 2012 Visioning Final Report & Iowa’s Living Roadways Program

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

RESOLUTION NO 14-03-02  
A RESOLUTION APPROVING THE 2012 VILLISCA VISIONING FINAL REPORT AND FEASIBILITY STUDY  
PREPARED BY JEFFREY L. BRUCE & COMPANY L.L.C.   
AS THE CULMINATION OF THE 2012  
IOWA’S LIVING ROADWAYS COMMUNITY VISIONING PROGRAM

**WHEREAS,** the City of Villisca was one of 12 communities in Iowa chosen to participate in the 2012 Iowa’s Living Roadways Community Visioning Program; and

**WHEREAS**, as a part of the program, the City of Villisca received professional planning and design assistance for transportation-related projects; and

**WHEREAS,** the City of Villisca was represented during the process by a steering committee comprised of local residents and stakeholders; and

**WHEREAS,** said steering committee worked through the planning process consisting of four phases of concept development, including:

* Program initiation
* Needs assessment and goal setting
* Development of a concept plan
* Implementation and sustained action

And,

**WHEREAS,** A Community Visioning Final Report and Feasibility Study was produced as a result of the planning process;

**BE IT THEREFORE RESOLVED,** that the City Council of the City of Villisca hereby approves and adopts the 2012 Villisca Community Visioning Final Report and Feasibility Study as prepared by Jeffrey L. Bruce & Company L.L.C.

Motion Haidsiak second Leonard to approve Resolution No. 14-03-03 Close Lovers Lane

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

RESOLUTION NO 14-03-03  
A RESOLUTION TO CLOSE LOVERS LANE TO VEHICULAR TRAFFIC   
FROM U AVENUE TO THE VILLISCA CEMETERY

**WHEREAS,**  Lovers Lane is a platted street, owned by the City of Villisca; and

**WHEREAS**, Lovers Lane has not been used for vehicular traffic for several years; and

**WHEREAS,** the City of Villisca wishes to convert said street into a recreational trail for pedestrians and bicyclists;

**BE IT THEREFORE RESOLVED,** that the City Council of the City of Villisca hereby closes the street named Lovers Lane to vehicular traffic from U Avenue to 4th Street and hereby directs Public Works to post signage stating thus, and

**BE IT FURTHER RESOLVED,** that any utility companies with existing utility easements as of this date will not be subject to the restrictions as stated in this resolution.

Motion Mullen second Haidsiak to approve Resolution No. 14-03-04 TJ’s Café Liquor License Renewal

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

RESOLUTION NO. 14-03-04

APPROVE TJ’s CAFE LIQUOR LICENSE

WHEREAS: A Class B (includes wine coolers) Permit has been applied for, also Sunday privileges from TJ’s Café, due to expire May 7, 2014.

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

THEREFORE BE IT RESOLVED by the City Council of the City of Villisca that the application is approved and the Clerk is directed to sign on behalf of the council.

Motion Haidsiak second Leonard to approve Resolution No. 14-03-05 Establishing Sewer Sinking Fund

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

**RESOLUTION NO 14-03-05  
A RESOLUTION ESTABLISHING A SEWER SINKING FUND AND  
PROVIDING FOR FUNDS TO BE TRANSFERRED TO THEREFORE**

**WHEREAS,**  In 2008, the City of Villisca entered into a loan agreement with Iowa Finance Authority to issue Sewer Revenue Bonds, Series 2008, in an amount not to exceed $1,705,000; and

**WHEREAS**, Per the loan agreement, the City was to create a Sewer Revenue Bond Sinking Fund; and

**WHEREAS,** the City was to transfer moneys into this fund amounts sufficient to pay the interest on and principal of all of the Bonds and any Parity Obligations at any time outstanding as the same became due; and

**WHEREAS,**  the City was to leave a balance of net revenues equal to at least 110% of the principal of and interest on all of Bonds and any other Parity Obligation due in such fiscal year, as the same become due in the Sewer Operating Fund, known as the Sewer Fund

**WHEREAS,**  during a recent audit, it was discovered that the City has not complied with such loan covenants;

**BE IT THEREFORE RESOLVED** that the City Clerk is authorized and directed to perform the following:

1. Create a Sewer Sinking Funds upon the accounting books of the City of Villisca, and
2. Transfer from the Sewer Fund into such fund revenues sufficient to pay the next principal and interest installment due on June 1, 2014, and
3. Thereafter, on the first day of each month transfer from the Sewer Fund into the Sewer Sinking Funds an amount equal to at least 1/6th of the interest coming due on the next succeeding interest payment date on the then outstanding Bonds and an amount equal to at least 1/12th of the installment of principal coming due on such Bonds on the next succeeding principal payment date.
4. Use the Sewer Sinking Fund solely for the purpose of paying principal of and interest on the Bonds and any Parity Obligation as the same shall become due and payable.
5. Ensure that net revenues in the Sewer Operating Fund to meet the 110% principal and interest covenant.

Passed and approved this 11th day of March 2014.

There was discussion on TEK Collect and that the city feels like it isn’t benefiting them or helping collect funds. The city currently has great success with turning delinquent accounts into Iowa offset. Motion Haidsiak second Mullen and unanimous vote to discontinue the use of Tek Collect. Marsha Underwood gave and update on the Library. The Library is having a fundraiser on April 6th at the community building to help with funding. Underwood stated that the Head Librarian turned in his resignation effective March 19th. Motion Haidsiak second Mullen and unanimous vote to give Chris Frede a $1.25 for a merit and probation wage increase.PWD James gave an update on the Iowa Ash tree impact and what steps we need to do to stay ahead. 8 counties have this Ash tree disease and the City is trying to be proactive and get a head start. PWD James gave an update on the Nuisance properties and what improvements have been made. PWD James showed pictures before and after of the lots that have been given to the city and the clean-up progress. Pierce Pump out of Oakland got the bid to tear down 139 W 4th Street. Bids Ranged from $8,200 to $13,800. Clerk will contact SWIPCO and proceed with grant demolition. Sieber stated that for any local business needing funds to check into the revolving loan fund that SWIPCO has to offer.

No Public Comment

Motion Haidsiak second Leonard and unanimous vote to adjourn 7:25 p.m.

Next regular meeting will be Tuesday April 08, 2014 6pm at the community building.

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

Trisha Owen, City Clerk Mark Heimbach, Pro-Tem Mayor