VILLISCA CITY COUNCIL REGULAR MEETING

TUESDAY, FEBRARY 13TH, 2018 AT 5:30 PM COMMUNITY BUILDING

Meeting called to order at 5:30 p.m. February 13th by Mayor Halda with the following roll call:

PRESENT: Haidsiak, Gaunt, Lowe, Casey, Shepherd ABSENT: None

Also present: City Clerk-Kadee Myers, PWD-Chad James, City Attorney-James Varley, Library Director-Martha Herzberg, and visitor John McKean

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

Ayes: Haidsiak, Gaunt, Casey, Lowe, Shepherd Nays: None

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

Ayes: Gaunt, Haidsiak, Lowe, Casey, Shepherd Nays: None

Bills were approved for payment by signature on February 13th, 2018.

Utility Billing and Bank reconciliation were approved by signature. Clerk Myers explained this would be part of the agenda going forward as this was a recommendation from the Auditors. Clerk Myers went over the numbers and explained what should match for each report. There are two deposits that need voided and Data Tech is currently working on those.

Haidsiak brought everyone up to date on MCDC. They are relooking at their options and getting the County Supervisors involved as they will need to play a big part in the development. The initial plans may have relied on the Supervisors’ funding too much. We need to encourage businesses to get involved, housing for workers will be big for them. John McKean encouraged our council to be involved and pledge funds. Haidsiak motioned for the City of Villisca to pledge at least 2 lots and reduction of Utility Building for the Housing Trust Fund, second Gaunt. Ayes: Haidsiak, Gaunt, Casey, Lowe, Shepherd Nays: None

John McKean spoke in regards to the Trails Meeting; he would like to see the City is involved and support this project. There seems to be a lot of interest in developing the county wide trails. Next meeting is March 7th at the Stanton Viking Center.

John McKean discussed his concern and frustration as a property owner on the recent vandalism at the Rialto Theatre. The vandalism is dis-hearting and he would like to see the community do more, possibly a neighborhood watch. Haidsiak explained that the City Crew does keep an eye on things and does daily rounds. He would like to see promoting our downtown and clean up our store fronts, and getting more people and money involved. John did let the Council know he has people from the Culture Affairs Office visiting Villisca in the next month to see our downtown and to see if there are businesses interested in improving the store fronts.

Motion Haidsiak second Lowe to approve the Well Lease.

Ayes: Gaunt, Haidsiak, Lowe, Casey, Shepherd Nays: None

RESOLUTION NO. 18-02-01

APPROVE WELL GROUND LEASE

WHEREAS: The term for the City of Villisca Well Ground Lease with A. C. & Dorothy Gridley and Lance & Judith Mikkelsen Revocable Trust was up March 2018.

WHEREAS: A revised 5 year Lease agreement has been reviewed and approved by all parties;

THEREFORE BE IT RESOLVED by the City Council of the City of Villisca that the Mayor is authorized to sign the lease on behalf of the City.

Passed and approved this 13th day of February, 2018.

Roll call: Gaunt, Haidsiak, Lowe, Casey, Shepherd

Motion Gaunt second Shepherd to adopt Seat Belt Policy

Ayes: Gaunt, Haidsiak, Lowe, Casey, Shepherd Nays: None

RESOLUTION NO. 18-02-02

ADOPOTION OF A SEAT BELT 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 Seat Belt policy as part of the City’s employee personnel policy that provides guidelines for city employees operating City Vehicles and Equipment; AND

THEREFORE BE IT RESOLVED by the City Council of the City of Villisca that the City of Villisca shall adopt by resolution the Seat Belt Policy attached hereto and incorporated herein as exhibit “B”, and such Seat Belt Policy shall become part of the City of Villisca city employee personnel policies.

Passed and approved this 13th day of February, 2018.

Roll call: Gaunt, Haidsiak, Lowe, Casey, Shepherd

Motion Haidsiak second Shepherd to transfer LOST Checking funds to the LOST Savings account. Ayes: Gaunt, Haidsiak, Lowe, Casey, Shepherd Nays: None

Motion Gaunt second Haidsiak to adopt Budget estimate and set public hearing

Ayes: Gaunt, Haidsiak, Lowe, Casey, Shepherd Nays: None

RESOLUTION NO. 18-02-03

ADOPTING BUDGET ESTIMATE

SET TIME FOR FINAL FY 2019 HEARING

WHEREAS: The budget estimate has been reviewed by the City Council of Villisca;

THEREFORE BE IT RESOLVED the City Council of the City of Villisca approves and adopts the budget estimate and sets February 28th at 530 pm at the community building as the time and place for the public hearing concerning the budget and instructs the clerk to have published the necessary legal notices.

Passed and approved this 13th day of February 2018.

Roll call: Gaunt, Haidsiak, Lowe, Casey, Shepherd

Motion Haidsiak second Lowe to approve Liquor License for Villisca Foods

Ayes: Gaunt, Haidsiak, Lowe, Casey, Shepherd Nays: None

RESOLUTION NO. 18-02-04

LIQUOR LICENSE, VILLISCA FOODS

WHEREAS: A Class E, Liquor License with Beer, Wine and Sunday privileges has been applied for by Villisca Foods, due to expire March 7, 2018 and;

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

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

Passed and approved this 13th day of February, 2018.

Roll call: Gaunt, Haidsiak, Lowe, Casey, Shepherd

Motion Haidsiak second Shepherd to approve Damon Sunderman and Josh Bashaw to the Villisca Fire Department.

Ayes: Gaunt, Haidsiak, Lowe, Casey, Shepherd Nays: None

Motion Haidsiak second Shepherd to appoint Fire Department Officers, Jason Poston Chief, Curtis Gaunt Asst. Chief, Larry Taylor Captain, Johnny Beem Secretary, and Brian Schafer Treasurer. Ayes: Gaunt, Haidsiak, Lowe, Casey, Shepherd Nays: None

Motion Haidsiak second Gaunt to Appoint EMS Officers, Nina Sturm Chief, Jennifer Graham Captain, and Michelle Focht Secretary/Treasurer. Ayes: Gaunt, Haidsiak, Lowe, Casey, Shepherd Nays: None

Motion Haidsiak second Shepherd to approve Montgomery County to license the Sheriff’s car. Ayes: Gaunt, Haidsiak, Lowe, Casey, Shepherd Nays: None

Clerk Myers and PWD James spoke about the options for the Safe Routes to School Grants that are available. The decision was made to apply for the Wellmark Grant and to acquire landowners’ signatures.

Library update provided by Director Martha Herzberg. Herzberg recently presented to the Board of Supervisors on what our library does as well as some financials. The library is more than just books; it is a safe place and has provided community engagement and collaboration as well as safety for those who need to seek shelter during tornado warnings. Our Library has a wonderful crafting group, free Wi-Fi, and can provide multiple services for patrons.

City Attorney provided an update on the Gridley contract and a nuisance property.

Public Works Director James provided an update regarding his monthly report. The sewer plant pumps are still not correct, the vendor sent us the wrong one and we are still waiting on the replacement. The new power panel was installed in the shop and the first stage of GIS mapping is complete. The weekend was busy with snow removal both Saturday and Sunday. Motion Haidsiak second Lowe to approve merit increase for Rick Waiter. Rick will receive an $.80 raise, $16.04 to $16.84 for the completion of Grade 1 treatment and distribution water testing. Ayes: Gaunt, Haidsiak, Lowe, Casey, Shepherd Nays: None

Any other business that may come before the council: None

Mayor/Council comments: Halda discussed the community recently lost a good community member and we will need to find a replacement for the Park Board. Halda would like to create a memorial in memory of the lost community member. Haidsiak requested that he be registered for the Griswold meeting and the cost would be $70, he will provide the information to Clerk Myers. Gaunt and Halda met with Clerk Myers and Deputy Clerk Whaley, at this time there were no major concerns, just need more time to get caught up. They did not meet with Chad as he was busy with snow removal.

Public comment-Three minute limit: John McKean expressed his appreciation for the great job of the snow removal by the City workers. He also let the council know the grants are being written for the cemetery markers and he will keep them informed.

Motion Haidsiak second Shepherd and unanimous vote to adjourn, meeting adjourned at 6:46 p.m.

Next regular City Council Meeting on Tuesday, March 13th, at the Villisca Community Building at 5:30 p.m.

ATTEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Kadee Myers, City Clerk Marilyn Halda, Mayor

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| February 2018 Accounts Payable |  |  |
| ADVANTAGE ADMINISTRATORS | DEC INVOICE | 69.10 |
| ADVENTURELAND INN | POOL TRAINING | 110.88 |
| ALEX AIR APPARATUS, INC | FIRE EQUIP | 16.96 |
| ALLIANT ENERGY | NATURAL GAS | 1311.19 |
| AMAZON | LIBRARY BOOKS | 208.77 |
| BOUND TREE MEDICAL LLC | AMBULANCE SUPPLIES | 141.73 |
| CARD SERVICES - VISA | LIBRARY SUPPLIES/SHIPPING | 266.25 |
| CASEY’S | FUEL - SNOW REMOVAL | 140.78 |
| CENTER POINT LARGE PRINT | BOOKS | 44.34 |
| CHAT MOBILITY | MOBILE PHONES | 138.34 |
| CINDY WHALEY | CLOTHING ALLOWANCE | 112.18 |
| CITY OF RED OAK AMBULANCE | TIER SERVICES | 660.00 |
| CLARINDA REGIONAL | TIER SERVICES | 345.00 |
| COAST TO COAST SOLUTIONS | SUPPLIES | 522.60 |
| CURTIS MEMORIAL LIBRARY | BOOKS | 25.00 |
| ELECTRIC PUMP | PUM AND SUPPLIES | 8619.83 |
| FELD FIRE | NEW FIRE TRUCK FLATBED | 1725.50 |
| FARMERS MUTUAL TELEPHONE CO | SERVICE | 413.01 |
| GRAINGER | MOTOR | 353.49 |
| HACH COMPANY | SUPPLIES | 296.50 |
| HAWKEYE TRUCK EQUIPMENT | CYLINDER | 380.00 |
| IMFOA | DUES | 50.00 |
| IOWA CHILD SUPPORT | CHILD SUPPORT | 230.76 |
| IOWA DEPART NATURAL RESOURCES | CERTIFICATION FOR RW | 120.00 |
| IOWA PARK AND RECREATION ASSN | TRAINING | 75.00 |
| IOWA WASTE SYSTEMS | PROPERTY CLEAN UP | 977.21 |
| IRS - 941 DEPOSIT | FED/FICA TAX | 1920.40 |
| GAYLE HEARD | REPAIRS/SUPPLIES | 70.50 |
| KRIEGLER OFFICE | OFFICE SUPPLIES | 114.43 |
| MATHESON TRI-GAS/LINWELD | RENTAL ON TANK | 258.44 |
| MIDWEST ENVIRONMENTAL | WASTEWATER TESTING | 652.00 |
| MONTGOMERY COUNTY DEVELOPMENT | DUES | 3000.00 |
| PAGE COUNTY LANDFILL ASSN | RECYCLING | 400.00 |
| PHYSICIAN’S CLAIMS COMPANY | AMBULANCE BILLING | 212.24 |
| PROSOURCE SPECIALTIES | SUPPLIES | 67.18 |
| REW SERVICES CORP | ASBESTOS REMOVAL | 11517.00 |
| RICOH USA,INC | PRINTER LEASE | 117.45 |
| RUTH BOLINGER | COMM BUILDING REFUND | 60.00 |
| TREASURER, STATE OF IOWA | SALES TAX | 949.00 |
| SECRETARY OF STATE | NOTARY FEE | 60.00 |
| SOUTHWEST SANITATION | TRASH SERVICE | 57.50 |
| SOUTHWEST IOWA RURAL ELE | UTILITIES/WELL | 149.62 |
| TAW-TOM WILLIAMS | PRINTER CABLE | 50.00 |
| UNITED FARMERS COOP | DIESEL/GAS | 1092.82 |
| UPS | SHIPPING | 289.19 |
| UTILITY SERVICE CO., INC | QUARTERLY TANK INSPEC | 2383.12 |
| VILLISCA FOODS | PLANT SUPPLIES | 18.38 |
| VILLISCA POWER PLANT | ELECTRIC | 9119.72 |
| VILLISCA REVIEW STANTON V | PUBLICATIONS | 247.40 |
| WELLMARK | HEALTH INSURANCE PREM | 6588.03 |
| WINSUPPLY COMMERCIAL CHARGE | EQUIPMENT | 5800.00 |
|  |  |  |
|  | CLAIMS TOTAL | 62548.84 |

The above bills were approved for payment by signature on February 13th, 2018.