VILLISCA CITY COUNCIL REGULAR MEETING

TUESDAY February 9, 2016 5:30 PM COMMUNITY BUILDING

Meeting called to order at 5:30 pm February 9, 2016 by Mayor Halda with the following roll call:

PRESENT: Shepherd, Leonard, Haidsiak, Mullen ABSENT:

Also present, Martha Herzberg, Meri Kernen, Helen Lowe, Donna Robinson, Attorney Varley, PWD James and City Clerk Owen.

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

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | RECEIPTS/DISBURSEMENTS | | Jan-16 |  |  |  |
| FUND | BEG. BALANCE | REVENUES | EXPENSES | LIAB CHANGE | CHECKING BAL | INVEST BAL |
| General | $91,829.25 | $ 28,370.06 | $17,056.95 |  | $103,375.48 | $225,545.25 |
| Road Use Tax | $117,024.51 | $11,259.54 | $3,109.51 |  | $125,174.54 | $ - |
| Employee Benef | $821.75 | $1,013.85 | $ 3,826.19 |  | $ (1,990.59) | $ - |
| Emergency Fund | $108.81 |  |  |  | $ 108.81 |  |
| Local Option | $ 30,000.00 | $ 9,703.79 |  |  | $ 30,000.00 | $271,694.06 |
| Debt Service | $ 22,971.58 | $ 924.49 |  |  | $ 23,896.07 | $ - |
| Water Capital Project | |  |  |  |  |  |
| Perpetual Care | $ 16,908.31 | $ 50.00 |  |  | $ 16,958.31 | $ 51,000.00 |
| Water Utility | $ 577.95 | $ 18,791.20 | $ 24,882.99 |  | $ (5,513.84) | $ 41,629.02 |
| Sewer Utility | $ 133,313.93 | $ 29,283.22 | $ 33,368.87 |  | $ 129,228.28 | $144,234.27 |
| Totals | $413,556.09 | $ 99,396.15 | $82,244.51 |  | $421,237.06 | $734,102.60 |
|  |  |  |  |  |  |  |
| Savings Accounts |  |  |  |  |  |  |
| Library | $ 20,167.63 |  |  |  |  | $ 20,167.63 |
| Swimming Pool | $ 55,436.09 | $ 124.14 | $ (382.56) |  |  | $ 55,436.09 |
| Police | $ 280.04 |  |  |  |  | $ 280.04 |
| Trustee's Fire Dept | $ 99,290.07 | $ 25.30 |  |  |  | $ 99,315.37 |

**Disbursements January 2016**

|  |  |  |
| --- | --- | --- |
| **CLAIMS REPORT** |  |  |
| **VENDOR** | **REFERENCE** | **AMOUNT** |
| **ADVANTAGE ADMINISTRATORS** | **PLAN #105-532** | **24.5** |
| **Akin Building Center** | **BUILDING SUPPLIES** | **33.98** |
| **Alliant Energy** | **NATURAL GAS** | **1,113.75** |
| **Allied Systems, Inc** | **INSTALL NEW PANELS** | **14,533.41** |
| **CAPITAL SANITARY SUPPLY** | **SUPPLIES** | **211.26** |
| **CARD SERVICES - VISA** | **BOOKS,ETC** | **1,095.40** |
| **CASEY'S** | **GAS/FUEL** | **81.43** |
| **CENTER POINT LARGE PRINT** | **BOOKS** | **41.94** |
| **CHAT MOBILITY** | **AMB/CITY CELL PHONE** | **82.62** |
| **CITY OF RED OAK AMBULANCE** | **5 TIERS** | **550** |
| **COAST TO COAST SOLUTIONS** | **WHITE BUTTTERMINTS** | **171.34** |
| **CREATIVE PRODUCT SOURCE** | **LIB BAGS** | **97.51** |
| **Data Technologies** | **1096/W3/FORMS** | **97.16** |
| **FARMERS MUTUAL TELEPHONE CO** | **SERVICE** | **445.08** |
| **IA DEPT NATURAL RESOURCES** | **6985001/NPDES PERMIT** | **85** |
| **IOWA ASSOC. MUN. UTIL** | **MEETINS/DUES** | **406** |
| **IMFOA** | **DUES 4/16-17** | **50** |
| **Iowa One Call** | **LOCATES** | **20.7** |
| **IOWA PARK AND RECREATION ASSN** | **POOL SCHOOL 2016** | **330** |
| **IOWA POETRY ASSOCIATION** | **POETRY ASS** | **9** |
| **Julie A LAYTHE** | **CH & CB CLEANING** | **380** |
| **CYNTHIA L STURM** | **OFFICE SUPPLIES** | **104.48** |
| **MATHESON TRI-GAS/LINWELD** | **SUPPLIES** | **275.16** |
| **MIDWEST ENVIRONMENTAL** | **vbainmesi@iowatelecom.net** | **962** |
| **MONTGOMERY COUNTY MEM HOSPITAL** | **SUPPLIES** | **1.86** |
| **NORTHERN TOOL & EQUIPMENT** | **TARP ROLL** | **539.97** |
| **PAGE COUNTY LANDFILL ASS** | **JAN RECYCLING** | **400** |
| **DANNY D ELWOOD** |  | **210.41** |
| **PETTY CASH CITY** | **POSTAGE** | **89.85** |
| **PHYSICIAN'S CLAIMS COMPAN** | **AMBULANCE BILLING** | **485.04** |
| **RDJ SPECIALTIES** | **SILICONE WRISTBAND** | **348.69** |
| **RICOH USA** | **CONTRACT #3330552 12/26-1/25** | **31.65** |
| **SOUTHERN HILLS VET SERVICES** | **SUPPLIES** | **2.4** |
| **SOUTHWEST SANITATION, INC** | **JAN TRASH** | **57.5** |
| **Tom A Williams** | **COMPUTER SYSTEM RM/FRONT COUNT** | **624.21** |
| **TREASURER, STATE OF IOWA** | **SALES TAX** | **1,218.00** |
| **TURNER, JONES & BITTING** | **FEB ATTORNEY FEE** | **500** |
| **UNITED FARMERS COOP** | **DIESEL/GASOHOL** | **1,925.81** |
| **UPS** | **SHIPPING** | **215.13** |
| **UTILITY SERVICE CO., INC.** | **QUARTERLY WATER TOWER PYMT** | **2,025.43** |
| **Villisca Foods** | **RESTROOM SUPPLIES** | **95.82** |
| **VILLISCA POWER PLANT** | **ELECTRIC** | **9,256.94** |
| **XPUBLISHING LLC** | **MINUTES PRINTED/LEGAL** | **178.49** |
| **WELLMARK** | **INSURANCE** | **7,529.67** |
| **\*\*\*\* PAID TOTAL \*\*\*\*\*** |  | **46,938.59** |
| **\*\*\*\*\* REPORT TOTAL \*\*\*\*\*** |  | **46,938.59** |

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

Council Member Council Member Council Member Council Member Mayor City Clerk

The above bills were approved for payment by signature February 9, 2016.

Council had discussion on the two applicants that filed intent to fill council vacancy. Motion Shepherd second Haidsiak and unanimous vote to approve Helen Lowe to fulfill Mark Heimbach’s council seat. She will fill a two year term until the next election. 5:35 pm Lowe accepted and Clerk Owen gave her oath of office.

Motion Leonard second Shepherd to approve Resolution No. 16-02-01, Liquor License Villisca Foods  
AYES: Haidsiak, Mullen, Leonard, Shepherd, Lowe NAYS: None

RESOLUTION NO. 16-02-01

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, 2016 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.

Motion Shepherd second Mullen to approve Resolution No. 16-02-02, Adopt Budget Estimate and set public hearing

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

RESOLUTION NO. 16-02-02

ADOPTING BUDGET ESTIMATE

SET TIME FOR FINAL FY 2017 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 March 8, 2016 at 5:30 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.

Motion Mullen second Haidsiak to approve Resolution No. 16-02-03, Appointing Mayor Pro-Tem

AYES: Leonard, Lowe, Mullen, Haidsiak Sub stained Shepherd NAYS: None

RESOLUTION NO. 16-02-03

APPOINTING MAYOR PRO-TEM

WHEREAS: Mayor Marilyn Halda has appointed Marsha Shepherd to serve as Mayor Pro-Tem in the event that the Mayor is unable to attend a city council meeting. The Mayor Pro-Tem shall conduct the meeting and perform any other duties in her absence.

WHEREAS: The signature cards at Bank Iowa are required to have current signatures listing the current officials authorized to sign the checks, transfer funds, purchase and renew time cd’s.

THEREFORE BE IT RESOLVED by the City Council of the City of Villisca that Clerk Trisha Owen, Deputy Clerk Cindy Whaley, Mayor Marilyn Halda, Mayor Pro-Tem Marsha Shepherd, are authorized to sign the bank signature cards.

Motion Haidsiak second Leonard to approve Resolution No. 16-02-04, Authorizing Signature Cards

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

RESOLUTION NO. 16-02-04

AUTHORIZING SIGNATURE CARDS

WHEREAS: The signature cards at Bank Iowa are required to have current signature cards listing the current officials authorized to sign the checks, transfer funds, purchase and renew time cd’s.

THEREFORE BE IT RESOLVED by the City Council of the City of Villisca that Clerk Trisha Owen, Deputy Clerk Cindy Whaley, Mayor Marilyn Halda and Mayor Pro Tem Marsha Shepherd are authorized to sign the bank signature cards.

Passed and approved this 9th day of February 2016.

Dereck Freshour spoke on his concerns on where the snow was being pushed and piled in front of his business. He stated that it was an eye sore to his customers and business when his customers come and look at his car lot. After a lengthy discussion PWD James is going to try another possibility to push the snow as long as vehicles are moved and out of the way for snow to be piled. PWD James gave an update on old US 71 bridge and the 265th bridge. Motion Leonard second Mullen and unanimous vote to give Trisha Owen an increase of fifty cents for her merit increase on becoming an Iowa Certified Municipal Clerk. Martha gave an update on the Library and that the county has increased there dollar amount by $703 that is given to the library. PWD James gave his update and monthly report.

Public Comment: NONE

Motion Mullen second Haidsiak and unanimous vote to adjourn 6:38 p.m.

Next regular meeting will be Tuesday, March 8, 2016 5:30 pm at the community building.

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

Trisha Owen, City Clerk Marilyn Halda, Mayor