

**MINUTES OF THE PROCEEDINGS OF THE
CITY COUNCIL OF WHITTEMORE, IOWA
Monday, January 7, 2008 – 5:30 P.M.**

The Council of the City of Whittemore, Iowa, met in regular session on Monday, January 7, 2008 at 5:30 P.M. in the Chambers of City Hall with Mayor Elbert presiding. Present were Council members Simonson, Fraser, Setzer, Brownell and Muller. Absent: none. Others in attendance for all or a portion of the meeting included Dan Smith, Andi Thompson and Mike Elbert.

Mayor Elbert appointed and the “Oath of Office” was administered to the following individuals for their positions with the City of Whittemore: Michael D. Elbert, Superintendent of Utilities; Linda K. Farrell, City Clerk; and Andrea “Andi” Thompson, Deputy City Clerk. Mayor Elbert also re-appointed Stuart A. Simonson as Mayor Pro Tem for the City.

Dan Smith was present to discuss his application for a Builder’s Permit to construct a 55’ television tower on his property at 501 Fifth Street. The Clerk reported there were no ordinances in the city or building code addressing or putting restrictions on the issue. The Council thanked Mr. Smith for attending.

There being no corrections or additions the minutes of the December 3, 2007 regular Council meeting were approved as published in the December 13, 2007 edition of the *Whittemore Independent*.

The Clerk-Treasurer’s Financial Reports for the month of December, 2007 were reviewed. Following are receipts and transfers for the month: General \$7366.37; Electric \$36883.61; Gas \$59228.07; Water \$6154.63; Sewer Rental \$3245.61; Solid Waste \$3682.06; Payroll \$17085.32; Equipment \$1774.35; Special Account \$45.54; Trees Savings Account \$0.44; Playground Savings Account \$0.16; Project Share \$5.00; Community Center Savings Account \$80.00; Road Use Tax \$3852.45; Customer Deposit \$250.00; Special Assessment \$none; Library Improvement Savings \$1323.95; Library Renovations Savings \$4.86; Library Regular Account \$158.37; Library Renovations Checking \$none; Community Enhancement \$200.00. Supt. Elbert explained that with the problems at the existing Water Plant, the softeners need to regenerate more often and thus the added expenses for extra salt. He also noted the cost of salt has escalated over the past several years. The feasibility of keeping softened water in the new plant was considered; no decisions were made at this time as the new plant project engineer would need to be involved. Motion was then made by Muller and seconded by Simonson to approved the December 2007 Clerk-Treasurer’s Financial Reports. Vote was all AYES; motion carried.

The following claims were presented for payment:

Clayton Energy Corp., reservation charges, service fee and natural gas purchased – \$54212.59
Total (all) Employee Wages – 8104.90
Total Mayor & Council 4th quarter 2007 salaries – 596.10
Total (all) Employee 2007 Christmas Bonuses – 2350.00
Total (all) Contract Labor – 168.00
A T & T, (all) long distance calling – 112.04
City of Whittemore, \$197.07 total November 2007 Petty Cash Expenses as: \$ 2.00 Kleenex at City Hall;
\$3.99 Swiffer floor cleaner; \$18.21 IAMU Water School meals (B. Meyer); \$5.00 knife sharpener for use
in HyRanger; \$10.00 wash City vehicles; \$93.90 postage at Library; \$1.48 postage for Annual Report sent
to State; \$8.94 water samples postage; \$12.55 wastewater samples postage; \$41.00 stamps
Schmitt Hardware, repairs at the Water Plant and #1 of 4 payments on new furnace system at City Hall –
3140.99
Treasurer, State of Iowa, sales taxes – 2453.00
CNH Capital, materials for Case loader – 254.50
K-Mart, office supplies, music CDs and DVDs - 197.95
Janan Gillis, cleaning - 80.00
Baker & Taylor Books, books - 319.73

Demco, supplies - 183.40
 Audio Editions, audio books - 463.00
 Better Homes & Gardens, 24 issue/2 year magazine subscription renewal - 22.00
 Taste of Home, "2008 Taste of Home Annual Recipe" book - 28.98
 Center Point Large Print, books - 38.94
 Backyard Living, 2 years plus 12 extra months subscription renewal - 29.98
 Librarians BOOK Express, books - 240.35
 Our Iowa, 2 year magazine subscription - 14.98
 Northwest Communications, website hosting fee - 25.00
 Iowa Municipal Finance Officers Association, 2008-09 membership dues - 30.00
 Stundahl's Cleaning Service, December cleaning of Community Center - 100.00
 Mid-American Research Chemical, ice melt - 57.38
 ATC Cablevision, monthly internet at City Hall - 39.95
 L & G Inc., hauling sand/salt mix; hauling snow - 1,107.50
 NIACOG, 6th monthly installment (housing rehab) - 385.00
 Spence Simonson, monitoring "Open Gym" at Community Center during Christmas vacation - 50.00
 Supplies N'More, packing tape - 4.50
 Resale Power Group of Iowa, power purchased - 25,108.38
 K's Industrial Supply, medium (cleaning) wipes - 59.75
 Northern Municipal Distributors Group, assessment - 882.77
 A I Processors, UPS charges for water sample postage - 5.72
 Elbert Bros Well Drilling, labor to assist in Water Plant leak repair - 75.00
 Knoer Industrial Supply, sewer cleaner/root kill - 1,020.00
 Horizons Unlimited, recyclables processing fee - 64.20
 Shamrock Recycling, recyclables - 655.20
 City of Spencer, landfill fees - 556.12
 Cook's Scrap Iron & Metal, angle iron/strip for loader - 33.74
 Agri Services of Northern Iowa, Garbage truck flat tire repair - 15.00
 Elbert Chevrolet Inc., December statement includes checking Grader for brake fluid, wiper blades on
 Mike's pickup, Garbage truck repairs (\$349.85), and a battery for the Sander - 458.58
 Share Corp., gas antifreeze, thermo-thaw, cleaner, de-icer (all vehicles) - 349.93
 Bomgaars, materials for "Shop" and Light Plant - 156.09
 MaxYield, December statement - 1,085.92
 Printing Services Inc., new chair mat and office supplies - 104.97
 Bro Business, 4th quarter copies at Library and City Hall - 108.34
 Aramark Uniform Services, December rugs, mops and uniforms - 261.62
 Schmitt Hardware, December statement including furnace repairs at Library (\$185.00) - 236.36
 Whittemore Independent, December minutes and Christmas/New Year "City" ads - 226.95
 Mangold Environmental Testing Inc., water and wastewater testing - 161.00
 Iowa Utilities Board, dues/assessments - 234.62
 Mrs. Russ Medin, refund of gas budget credit after final bill - 627.36
 Iowa Association of Municipal Utilities, annual Regulator Inspection fees and Leak Survey fees
 (\$1,089.50); water/wastewater workshop registration fee - 1,279.50
 City of Whittemore, utilities - 6,121.84
 City of Whittemore, \$251.00 total December petty cash expenses as: \$19.00 KCEDC Quarterly Luncheon
 meeting expenses; Library postage \$77.09; postage to send Public Awareness Plan to Iowa Utilities Board
 \$4.60; postage to send report to Resale Power Group of Iowa \$1.31; Stamps \$149.00

Motion was made by Brownell and seconded by Fraser to approve the above-listed claims for payment.
 Vote was all AYES; motion carried.

The following applications for Builder's Permits were submitted for Council consideration:

Adam Warrington: Reside house at 217 Fifth Street.

Dan Smith: Construction of a 55' T.V. tower (at 501 Fifth Street).

Motion was made by Simonson and seconded by Fraser to approve the above-listed applications and that Builder's Permits be issued to said applicants. Vote was all AYES; motion carried.

The delinquent accounts were reviewed. The Clerk discussed enrolling in a service by PCG Debt Recovery in Humboldt, Iowa for an annual fee of \$150.00; the Council asked for business references before any further action is taken to participate in the PCG Debt Recovery program.

Relating to the Water Plant, Supt. Elbert and Clerk Farrell informed the Council that they have completed the necessary paperwork for the engineer's Viability Assessment Report and the application to the State's Revolving (loan) Fund. The superintendent reported a new tester has been ordered and delivered for use in the Water Plant to determine more accurate levels of raw materials in the effluent. Most recent (test) results have been indicating higher-than-normal levels of iron in the distribution system, resulting in more aggressive water entering the mains. This situation will remain as such until a new water plant has been built and put into operation.

The Council unanimously decided to hold a special meeting next week to discuss with representatives of Jacobson-Westergard and Vessco Inc., what the City's next move should be in order to meet immediate and future needs of the residents prior to a new water plant being built. The engineer also to be approached regarding (new) plant design, etc.

Natural gas prices were reviewed. The Clerk noted that in January, 2007 residential and commercial customers paid \$1.28 per 100 cu. ft. for natural gas. In January, 2008 that cost has dropped to \$1.18 per 100 cu. ft. The rate for Industrial customers for this same period is also significantly lower in 2008 than it was in 2007.

Motion was made by Setzer and seconded by Fraser to approve the one day/temporary transfer of Seely-Walsh Post 425 of the American Legion Class "C" liquor license to St. Michael's Parish Center on Saturday, January 19, 2008 for the eighth annual Whittemore Betterment Committee sponsored "Chili Cook-Off Contest". Roll was called and vote was as follows, AYES: Simonson, Fraser, Setzer, Brownell and Muller. NAYS: none. Motion carried.

Motion was then made by Simonson and seconded by Setzer, that the renewal applications for a Class C Liquor License and a Sunday Sales Privilege by Nancy Simonson, DBA "Pitchers", be approved. Roll was again called and vote was as follows, AYES: Simonson, Fraser, Setzer, Brownell and Muller. NAYS: none. Motion carried. The process of renewing all licenses and permits with the Iowa Alcoholic Beverages Division is now electronically completed over the internet.

Resolution No. 2008-01 was introduced; a Resolution approving the Northern Plains Regional Landfill updated Comprehensive Solid Waste Management Plan. Motion was made by Simonson and seconded by Setzer to approve Resolution No. 2008-01. Vote was all AYES; motion carried and Mayor Elbert declared Resolution No. 2008-01 duly adopted.

Considered next were large and/or unusual expenditures to be included in the 2008-2009 Fiscal Year budget for the City of Whittemore. The Council's top priority continues to be targeted at the replacement of the city's Water Plant building and operation. At this time finances are limited and do not allow for any purchases or projects other than those deemed necessary or essential for the overall safety and general welfare of the citizens of Whittemore. Trying not to have to raise property taxes within the 2008-09 fiscal year, the Council estimated the following amounts will be spent for new or out-of-the-ordinary services/expenditures: \$20,000 to \$25,000 to repair the three lift-pumps at the Sewer-Lagoon plant; patch work only for street repairs. The Council also pledged free utilities and a minimum \$2,500 per year financial support for the Fire Department in their endeavor to construct and maintain a new station on the eastern-most portion of the property at 301 Fifth Street. Budget discussions will continue to be held during the February council meeting.

The date and time for the next regular Council meeting was scheduled for Monday, February 4, 2008 beginning at 5:30 P.M. in the Chambers of City Hall.

There were no City Committee reports to be heard. The Mayor appointed Councilperson Fraser to replace former Councilperson Dahlhauser on the "Parks & Recreation Committee" and the "City Hall Operations and City Personnel Committee".

Mayor Elbert reported an interested party has inquired about removing the old, no longer used boiler from the furnace room in the basement of City Hall; Supt. Elbert to contact said individuals regarding the issue (capping the water lines, gas lines, etc.).

The upcoming meetings schedule was reviewed. Supt. Elbert reported municipal employee Bryan Meyer would like to attend the Iowa Association of Municipal Utilities annual conference February 20-22 in Des Moines. The Council granted permission for him to do so.

There being no further business to come before the Council, Mayor Elbert declared the January 7, 2008 regular meeting adjourned at 7:10 P.M.

Linda K. Farrell, City Clerk

Daniel J. Elbert, Mayor

