

**MINUTES OF THE PROCEEDINGS OF THE  
CITY COUNCIL OF WHITTEMORE, IOWA  
Monday, July 2, 2007 – 5:30 P.M.**

The Council of the City of Whittemore, Iowa, met in regular session on Monday, July 2, 2007 at 5:30 P.M. in the Chambers of City Hall with Mayor Elbert presiding. Members present included Simonson, Dahlhauser, Setzer, Brownell and Muller. Absent: none. Others in attendance were Andi Thompson and Mike Elbert.

There being no corrections or additions, the minutes of the June 4, 2007 regular Council meeting were approved as published in the June 7, 2007 edition of the *Whittemore Independent*.

The June, 2007 Clerk-Treasurer's Financial Reports were presented for review. Following are the Receipts and Transfers for the Month: General \$39671.05; Electric \$26282.97; Gas \$32343.00; Water \$37483.21; Sewer Rental \$3278.79; Solid Waste \$3861.59; Payroll \$23523.77; Equipment \$1499.82; Special Account \$255.54; Trees Savings Account \$0.68; Playground Fund \$0.16; Project Share \$none; Community Center Savings \$none; Road Use Tax \$3832.83; Customer Deposit \$150.00; Special Assessment \$none; Library Improvement Savings \$none; Library Renovations Savings \$539.52; Library Regular \$41795.42; Library Renovations Checking \$none; Community Enhancement \$200.00. Motion was made by Brownell and seconded by Muller to accept the June, 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 - \$19592.17  
Total (all) Employee Wages – 15821.77  
Total (all) Contract Labor – 431.30  
Mayor and Council Members, meetings attended 2<sup>nd</sup> quarter 2007 – 731.36  
Farmers State Bank, June ACH service fee – 5.00  
MaxYield Coop, May statement – 1182.12  
Whittemore Independent, May publications – 180.98  
A T & T, long-distance calling – 92.31  
Q-West, phone bills – 241.19  
Treasurer, State of Iowa, sales taxes – 2173.00  
Resale Power Group of Iowa, Quad Cities West Investment & Participant Share – 2735.97  
United Building Center, ballpark and pool maintenance supplies – 27.84  
Community Lumber Supply, gun & tubes of caulk at Swimming Pool – 80.93  
Schmitt Hardware, May statement – 300.37  
City of Whittemore, "Project Share" funds disbursement – 50.00  
Advanta, Library computer printer inkjets – 61.94  
City of Whittemore, transfers per 2006-07 budget – 60000.00  
Whittemore Public Library, transfer per 2006-07 budget – 40987.32  
KCEDC, 2007-08 per capita dues – 1908.00  
HyVee, supplies for end of Summer Reading Program party - 47.83  
Janan Gillis, cleaning - 80.00  
Sandy Long, reimbursement for Summer Reading supplies (\$39.75) and meeting mileage - 81.55  
Don Long, reimbursement for pressure relief valve for water heater - 9.99  
Judy Erdman, reimbursement for candy bars for Summer Reading Program - 14.37  
North Iowa Library Co-Op, meeting registration fee - 60.00  
Printing Services Inc., supplies - 59.08  
K-Mart, videos (\$59.97) and supplies (\$85.19) - 145.16  
Midwest Tape, DVDs - 47.23  
Mayo Clinic Health Letter, one-year subscription renewal - 24.00  
The Family Handyman, one-year subscription renewal - 24.98  
Country Extra, one-year subscription renewal - 21.96

Good Housekeeping, one-year subscription renewal - 17.09  
 Sports Illustrated, one-year subscription renewal - 89.04  
 Des Moines Register, one-year subscription renewal (daily only) - 156.00  
 Center Point Large Print, books - 38.94  
 Thomson Gale, large-print books - 47.50  
 Mid-America Books, books - 90.69  
 Thomas Bouregy & Company, Inc., books - 138.50  
 Baker & Taylor, books - 450.19  
 Iowa Lakes Community College, EMT continuing education - 8.00  
 United Building Centers, grid marker for Little League ball diamond – 45.15  
 Stundahl's Cleaning, June cleaning of the Community Center - 100.00  
 Sign Works Ink, "Whittemore Swimming Pool Rules" sign - 189.00  
 Water Gear Inc., three 50" rescue tubes at Pool - 123.34  
 PepsiAmericas, pop at Pool - 208.50  
 Palmer Pools & Spas, vacuum at Pool - 219.45  
 Hellesest Construction Inc., repair (concrete) step at Pool - 350.00  
 Pool Tech Midwest, "sunscreens" chemical at Pool - 202.95  
 Bomgaars, sprayer parts - 38.97  
 Mel Northey Co., (2) complete antique STOP posts with brackets - 748.00  
 Northwest Communications, website hosting fee - 20.00  
 North Iowa Area Clerks Association, 2007-08 membership dues - 15.00  
 North Iowa Area Council of Governments, 2007-08 per capita dues - 286.20  
 Share Corp., oil for engines at Light Plant - 128.74  
 Brown Supply, full circle clamp to repair leak on pipe for jacket water at Light Plant - 158.26  
 Resale Power Group of Iowa, power purchased – 26609.95  
 Iowa Association of Municipal Utilities, 2007 O & M manuals for O & M Plan - 214.00  
 Hach, water testing - 158.70  
 Maguire Iron Inc., #7 of 12 payments on the new 8" stand pipe in Water tower - 1,977.50  
 Dave or Dennis Walker, (1) cattle panel for use at Sewer Plant – 25.00  
 Horizons Unlimited, recyclables process fee – 64.20  
 Shamrock Recycling Inc., recycling fees – 567.83  
 City of Spencer, landfill fees – 535.05  
 Bonnstetter Auto Body, Case loader windshield repair - 20.00  
 NAPA Auto Parts, fan for Case loader - 34.88  
 Tom Eischen Sales Inc., chain saw repair - 80.95  
 Iowa One Call, locates - 20.70  
 ATC Cablevision, Library and City Hall internet service fees - 79.65  
 Printing Services Inc., supplies at City Hall - 46.94  
 Bro Business, 2370 copies at City Hall (@ \$0.032 ea.) - 75.84  
 Whittemore Independent, Library and City Hall subscription renewals, Library Pancake Breakfast fundraiser advertising, June publications - 412.25  
 Schmitt Hardware, June statement (including \$150.00 for Light Plant breaker repair) - 279.46  
 Elbert Chevrolet Inc., June statement - 87.26  
 Max Yield Coop, June statement – 987.49  
 City of Whittemore, utilities – 1927.72  
 City of Whittemore, total \$256.62 petty cash expenses as: \$20.00 cleaning City Hall; \$63.44 Library postage; \$2.15 Pool water samples postage; \$1.31 Housing Rehab (contract) postage; \$1.14 postage for DNR report to Mason City; \$4.34 water samples postage; \$4.96 wastewater samples postage; \$9.60 (2) certified nuisance letters; \$149.68 stamps (utility bills, 10<sup>th</sup> of the month checks, delinquent notices, etc.)

The Clerk reported the Library Pancake Breakfast served on Father's Day realized a profit of just over \$1,300.00. Motion was then made by Simonson and seconded by Dahlhauser 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:

Steve & Lisa Goodman: Install three basement windows at 101 Fifth Street.

Tony Grandgenett: Reshingle roof of house at 406 Kossuth Street.

A I Processors: Replace blacktop sidewalk with concrete sidewalk and leave green area between sidewalk and street. Work to be completed on east side of plant (at 515 Broad Street).

Shannon Book: Shingle roof of house at 101 Palo Alto Street.

Richard "Red" Lane: Remove old and apply new shingles to roof of house at 216 Fourth Street.

A I Processors: Build 5.5' x 16' (white steel) addition to south side of the south dryer room. This structure will hold new electric service for south dryer.

The Clerk was asked to contact a property owner who recently shingled his house without a permit; the permit to be completed and presented at the next regular Council meeting. Upon motions by Dahlhauser and Setzer and a unanimous vote of the Council, the above-listed applications were approved and "Builder's Permits" were issued.

An application for employment from Chris Reaves was submitted; the Council directed the Clerk to place the application on file for future reference.

The delinquent accounts were reviewed; the Clerk to turn past-due accounts over to the city attorney for collection.

Plans and actions regarding the water treatment plant project were discussed; at this point it is simply a matter of waiting to submit an application to the Iowa Department of Economic Development to be considered for a Community Development Block Grant award. The grant writer and engineer are in contact with the Iowa Department of Natural Resources seeking to fill their requests for information, etc. regarding their portion of the project.

Next on the agenda was a Council review of the water service rates and charges. As the rates need to again be increased prior to the City's application for grant funding to construct a new water treatment facility, motion was made by Simonson and seconded by Setzer that the minimum charge (first 1,000 gallons) for residential customers be increased \$1.00, leaving all other rates and charges the same as adopted per Ordinance No. 158 in July, 2006. Vote was all AYES; motion carried. The Clerk was instructed to prepare the new water service rates and charges ordinance and that the issue (by Ordinance) be an agenda item during the August 2007 meeting.

The Council reviewed percentages of natural gas purchased for the 2007-08 heating season made by Bill Lindley of Clayton Energy. At this point patrons of Whittemore Municipal Utilities should be in good shape price wise for heating their homes during the upcoming winter months.

Per motions by Simonson and Muller and a unanimous vote of the Council, the following resolutions were adopted with regard to the 2007 Whittemore Housing Rehabilitation grant program:

- Resolution No. 2007-08: Signature Authorization Form
- Resolution No. 2007-09: City of Whittemore – Temporary Relocation Policy
- Resolution No. 2007-10: Policy on the Prohibition of the Use of Excessive Force
- Resolution No. 2007-11: Residential Anti-Displacement and Relocation Assistance Plan
- Resolution No. 2007-12: Resolution on Equal Opportunity Policy
- Resolution No. 2007-13: Resolution Adopting a Code of Conduct
- Resolution No. 2007-14: Resolution Adopting a Procurement Policy
- Resolution No. 2007-15: Resolution Adopting Affirmative.

The date, time and place for the next regular Council meeting were scheduled for Monday, August 6, 2007 beginning at 5:30 P.M. in the Chambers of City Hall.

Councilman Simonson to contact John Wagner of Blacktop Service Co. regarding the city's plan to make street repairs (only) at several locations throughout the community. The Council will spend approximately \$15,000 for said patch work.

An evergreen tree has been donated to the City in memory of Earl Weaver; Simonson to contact the Library about possibly planting it on their property.

Councilperson Dahlhauser announced the Swimming Pool will again be selling t-shirts and sweatshirts as a fundraiser this year. Also, the Cystic-Fibrosis "Swim-A-Thon" will be held on Saturday, July 14.

Councilman Brownell reported that employee Bryan Meyer is missing some tools from his shop in the Maintenance Shed and that Meyer is requesting he be reimbursed for the purchase of new tools to replace those wrenches that are missing. Pending an itemized list of purchases be presented, the Council approved Meyer's request to be reimbursed for said tool acquisition. Total purchase cost estimated to be \$200.00.

The Mayor, Council and Superintendent briefly discussed electric utility poles that the City placed on the property at 207 210 Street several years ago; no action to be taken on the matter.

The upcoming meetings schedule was reviewed; reservations for the annual KCEDC sponsored "County-Wide Breakfast" to be held on Thursday, August 9, at St. Michael's Parish Center were finalized.

There being no further business to come before the Council, Mayor Elbert declared the July 2, 2007 regular meeting adjourned at 6:45 P.M.

/s/ **Linda K. Farrell**  
City Clerk