

**MINUTES OF THE PROCEEDINGS OF THE  
CITY COUNCIL OF WHITTEMORE, IOWA  
*Monday, June 4, 2007 – 5:30 P.M.***

The Council of the City of Whittemore, Iowa, met in regular session on Monday, June 4, 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 for all or a portion of the meeting were Dan Smith and Mike Elbert.

The Mayor and Council met with Dan Smith regarding the older garage located on his property at 501 Fifth Street. For the past several years the Smiths have been proposing to remove the garage from the site, but during the meeting Mr. Smith reported he had been using the building this past winter for indoor car parking. He requested the Council consider allowing him to physically improve the structure versus tearing it down and building a new one. The Council approved his request to enhance the look of the existing garage, with immediate action to be forthcoming on his part. The Council also requested Dan Smith measure the “green” area of his property; 30% of any lot within the city limits must be kept as lawn/yard area.

There being no corrections or additions, the minutes of the May 7, 2007 regular Council meeting were approved as published in the May 17, 2007 edition of the *Whittemore Independent*.

The Clerk-Treasurer’s Reports for the month of May, 2007 were reviewed. Following are Receipts and Transfers for the month: General \$20050.58; Electric \$31542.66; Gas \$57332.91; Water \$7009.05; Sewer Rental \$3437.47; Solid Waste \$4325.60; Payroll \$12675.42; Equipment \$7343.01; Special Account \$45.54; Trees Savings \$0.67; Playground Fund \$0.16; Project Share \$5.00; Community Center Savings \$80.00; Road Use Tax \$3305.97; Customer Deposit \$300.00; Special Assessment \$none; Library Improvement Savings \$230.00; Library Renovations Savings \$84.14; Library Regular \$52.15; Library Renovations Checking \$none; Community Enhancement \$200.00. Motion was made by Setzer and seconded by Dahlhauser to accept the May, 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 - \$37933.79  
Total (all) Employee Wages - 8082.34  
Total (all) Contract Labor – 346.50  
Advanta, lodging for Gas meeting in Ankeny – 108.99  
Farm & Home Services, 2007-08 Business Insurance package – 36178.00  
Farmers State Bank, (May) ACH service fee – 5.00  
Treasurer, State of Iowa, sales taxes – 2509.00  
A T & T, long distance calling – 101.08  
Q-West, telephone bills – 244.46  
Janan Gillis, cleaning - 80.00  
Fax Gilbert Programs, Inc., Summer Reading Program entertainment - 300.00  
Discover, 12 issue magazine subscription renewal - 29.95  
In-Fisherman, 16 issue magazine subscription renewal - 30.00  
Field & Stream, 36 issue magazine subscription renewal - 28.00  
Follett Software Co., renewal of annual (computer program) maintenance contract - 533.33  
Scholastic, Summer Reading Program supplies - 143.50  
Center Point Large Print, books - 38.94  
Thomas Bouregy & Company, Inc., books - 138.50  
Baker & Taylor, books - 285.82  
Iowa Lakes Community College, EMT continuing education - 35.00  
Algona EMS, Firemen, EMT, and Pool personnel CPR recertifications - 90.00  
HyVee Floral Shop, green plant for Mark Lenz’s mother’s funeral - 30.00

A-1 Portables, 3 flushable portable toilets for Carnival - 230.00  
 Hutzell's Inc., Little league t-shirts (\$406.00) and equipment purchased - 716.98  
 Stundahl's Cleaning Service, May cleaning of Community Center - 100.00  
 L & G Inc., (2) tree trimming/removal at R. Metzgers (\$657.50) and ball diamond rock - 841.20  
 Pool Tech, caulk and primer at Swimming Pool - 278.12  
 Pete Howe Industrial Inc., storm sewer cleaning at 5<sup>th</sup> and Kossuth Streets - 640.00  
 Barco Municipal Products Inc., 10-28" orange traffic cones - 175.76  
 Northwest Communications, monthly website hosting fee - 20.00  
 Iowa League of Cities, annual membership dues - 346.00  
 Mid-American Research Chemical, cleaner - 100.54  
 Brown Supply Co., 15-1" black insulated unions w/o-ring seal - 229.84  
 Hydrite Chemical Co., chemicals at Water Plant - 547.53  
 Maguire Iron Inc., payment #6 of 12 on new stand pipe in Water Tower - 1,977.50  
 Cargill Inc., course salt at Water Plant - 3,076.49  
 Mangold Environmental Testing, wastewater testing - 43.00  
 Horizons Unlimited, recyclables processing fee - 64.20  
 Elbert Chevrolet Inc., barrel of oil (all vehicles) and dump truck oil/fluid - 307.25  
 Greenberg Auto Supply, filter for Street Sweeper - 8.20  
 Dean Dahlhauser Construction, labor and material to install soffit and fascia cover  
 on Community Center (south) entry - 700.00  
 ATC Cablevision, monthly Internet service fees at Library and City Hall - 79.65  
 Printing Services Inc., supplies at City Hall and Light Plant - 180.74  
 Iowa Utilities Board, FY 2007 estimated remainder assessment (4<sup>th</sup> quarter) - 110.00  
 Bomgaars, 2003 pickup bed mat, 24" push broom at Pool, paint brush at Pool - 124.21  
 Border States Electric, ball park lights (\$12.20), electric distribution cut-outs - 277.54  
 Knoer Industrial Supply, "Oxie Clean" at Pool, 2+2 herbicide, marking paint - 621.80  
 Pepsi, pop at Pool (\$318.05) and Noah's Park (\$159.60) - 477.65  
 Iowa Assoc. of Municipal Utilities, quarterly safety dues, plastic pipe workshop  
 registration fee (B. Meyer), and Water "CCR" CEU's (billed to Rodman) - 649.64  
 Hiway Truck Equipment Inc., 1 - ½ yd. dumpster - 400.00

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

Council was presented with the following applications for Builder's Permits:

Ione Kenne: Replace existing sidewalk on south and east side of home at 507 Third Street.

Dave Koppen: Extend sidewalk (north) from Shop to Broad Street at 205 Broad Street.

Mrs. Sharon Wehrspan: Replace (patio) door on south side of house at 603 Seventh Street.

Gerald Bormann: Replace east sidewalk on property at 502 Kossuth Street.

Rod Johnson: Reshingle roof of garage; also, replace doors to east entry of house. All work to be completed at 510 Second Street.

Motion was made by Simonson and seconded by Muller to approve the above-listed applications for Builder's Permits. Vote was all AYES; motion carried.

There were no applications for employment.

The delinquent accounts were reviewed; disconnects were ordered and two accounts were marked to be turned over to collections.

Upon motions by Simonson and Brownell and a unanimous vote of the Council, the following (annual) cigarette permit renewal applications were approved: Nancy Simonson DBA "Pitchers" and MaxYield Cooperative for "Whittemore Cenex". Renewal fee for each permit is \$75.00 payable to the City of Whittemore.

Motion was made by Brownell and seconded by Simonson to approve the annual (electronic) renewal application for a Class "C" Beer Permit and Sunday Sales Privilege by Whittemore Cenex. Roll was called and vote was as follows, AYES: Simonson, Dahlhauser, Setzer, Brownell and Muller. NAYS: none. Motion carried.

The Clerk was directed to transfer monies from the Electric fund and the Gas fund to the General fund and the Water fund, per 2006-2007 fiscal year budget estimates.

Mayor Elbert reappointed Councilman Simonson as Whittemore (and Fenton) representative(s) to the Kossuth County Economic Development Corporation Board of Directors, with Councilman Setzer to serve as his alternate. The reappointments were made for a term of one year.

At this time ORDINANCE NO. 161 – AN ORDINANCE AMENDING THE CITY CODE OF WHITTEMORE, IOWA AS IT PERTAINS TO TITLE VII, "ELECTRIC UTILITY", SECTION 7-1-1 "RATES" was introduced. During the May 7, 2007 regular meeting it was the Council's decision to increase residential electric rates by three percent, leaving the Commercial/Industrial rates and meter charges unchanged at this time. Motion was made by Simonson and seconded by Brownell to approve initial passage of ORDINANCE NO. 161. Vote was all AYES; motion carried.

Upon motions by Dahlhauser and Brownell and a unanimous vote of the Council, the second and third readings of ORDINANCE NO. 161 were waived.

Motion was then made by Muller and seconded by Setzer to approve final passage of ORDINANCE NO. 161. The roll was called and vote was as follows, AYES: Simonson, Dahlhauser, Setzer, Brownell and Muller. NAYS: none. Whereupon, Mayor Elbert declared ORDINANCE NO. 161 duly adopted.

At this time Resolution No. 2007-05 was introduced; a resolution to establish mileage reimbursement to city personnel who use a personal vehicle (when a city-owned vehicle is not available) to attend a city-related meeting. Resolution No. 2007-05 establishes \$0.35 per mile, after July 1, 2007, as said reimbursement rate. Motion was made by Simonson and seconded by Brownell to approve Resolution No. 2007-05. Vote was all AYES; motion carried. Mayor Elbert then declared Resolution No. 2007-05 adopted.

Resolution No. 2007-06; a Resolution Accepting the "Quad Cities West Flowgate Facilities Investment Agreement" between the Resale Power Group of Iowa and the City of Whittemore, Iowa, was considered. Supt. Elbert reported on the investment opportunity for the City, whereby \$2187.42 will be invested with R.P.G.I. at this time. The rate of return is projected to be \$235.00 annually for the next 30 years, or \$7050.00 by 2037. Motion was made by Muller and seconded by Dahlhauser to accept Resolution No. 2007-06. Roll was called and vote was as follows, AYES: Simonson, Dahlhauser, Setzer, Brownell and Muller. NAYS: none. Whereupon Mayor Elbert declared Resolution No. 2007-06 duly adopted.

The date and time for the next regular Council meeting was scheduled for Monday, July 2, 2007, beginning at 5:30 P.M. in the Chambers of City Hall.

The Clerk was asked to send several letters to residents regarding their unkempt yards/lawns. Two properties were designated to receive notices to abate nuisances (by 06-20-2007) or they will be assessed the subsequent fines.

A concerned citizen has again requested a "STOP Ahead" sign be placed along Fifth Street, just south of the Fifth and 210 Street (posted) STOP sign. The Mayor and Council discussed the request, and at this

point the City will paint a white line at the required STOP in order to make north-bound traffic more aware of the sign when trucks, etc. are parked along the east side of Fifth Street during regular business hours.

Councilman Simonson presented a proposal by Blacktop Service Company for street repairs and patch work during the summer of 2007. Several options are available; final decision to be made pending a possible business contribution to the project.

Supt. Elbert reported on storm sewer problems at the intersection of Fifth and Kossuth Streets. Twice this spring the lines have been roto-rootered but back-up problems still exist. The Council agreed a more permanent fix needs to be made and that L & G Inc. should be contacted to do the digging and repair work. It was suggested the work be completed before Blacktop Service comes to town, whereby the street could also be patched along with all the rest of the previously designated areas.

Councilperson Dahlhauser commended the City and all those involved with the improvements and top-notch condition of the field at Noah's Park.

After discussing the issue, the Clerk was asked to send a letter to the resident at 615 Seventh Street requesting he fill in with dirt, the hole that exists in the backyard near his home.

Supt. Elbert and the Council discussed electric distribution issues to residents living at 207 210 Street; the electric customer to be sent a letter inviting them to attend the July 2, 2007 regular council meeting to resolve the issue.

The three-year DNR inspection of the City's water plant and system was conducted in late May and Supt. Elbert reported that the records were in good order and that hopefully, the inspector's final report will convey the city's need for a new water plant.

Upon motions by Muller and Simonson and a unanimous vote of the Council, a written bid from Monica Parker for the once-a-month cleaning of City Hall at a rate of \$20.00 per month was accepted.

The upcoming meetings schedule was reviewed.

The Council entered into CLOSED SESSION at 7:09 P.M. to schedule annual employee reviews and to set salaries for Fiscal Year 2007-2008. At 7:33 P.M. the Council returned to Open Session.

Upon motions by Brownell and Muller and a unanimous vote of the Council, wages and benefits for fiscal year 2007-2008 for city personnel were set as follows, per Resolution No. 2007-07: Mike Elbert \$41,500 annual salary with four weeks (160 hrs.) paid vacation and full-time employee benefits; Bryan Meyer \$12.25 per hour with two weeks (80 hrs.) paid vacation and full-time employee benefits; Mark Lenz \$11.80 per hour with two weeks (80 hrs.) paid vacation and full-time employee benefits; Linda K. Farrell \$12.25 per hour with three weeks (120 hrs.) paid vacation and full-time employee benefits. Clerk Farrell was also allowed to carry forward into 2007-08, the unused portion of her 2006-07 vacation hours (approximately 30 hrs.) which she could not take due to the unusual circumstances experienced during the absence and eventual resignation of former Deputy City Clerk Kathy Fraser. Vacation pay and holiday schedules are covered by the "Employee Handbook", which was adopted by the Council and employees in August, 2003. It was the Council's decision there would be no employee evaluations conducted in 2007.

There being no further business to come before the Council, Mayor Elbert declared the June 4, 2007 regular meeting adjourned at 7:35 P.M.

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

