

**MINUTES OF THE PROCEEDINGS OF THE
CITY COUNCIL OF WHITTEMORE, IOWA
*Monday, November 3, 2008 – 5:30 P.M.***

The Council of the City of Whittemore, Iowa, met in regular session on Monday, November 3, 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 Andi Thompson and Mike Elbert.

There being no corrections or additions, the minutes of the October 6, 2008 regular Council meeting were approved as published in the October 16, 2008 edition of the *Whittemore Independent*.

The Clerk-Treasurer's Financial Reports for the month of October, 2008 were reviewed. Following are the Receipts and Transfers for the month: General \$24157.52; Electric \$29430.11; Gas \$63316.44; Water \$12533.60; Sewer Rental \$3183.32; Solid Waste \$4461.19; Payroll \$17725.93; Equipment \$2742.94; Special Account \$59.69; Trees Savings Account \$0.35; Playground Savings Fund \$0.14; Project Share \$5.00; Community Center Savings \$180.00; Road Use Tax \$2938.18; Customer Deposit \$550.00; Special Assessment \$none; Library Improvement Savings \$none; Library Renovations Savings \$14.93; Library Regular \$386.45; Library Renovations Checking \$none; Community Enhancement \$200.00. Motion was made by Brownell and seconded by Muller to approve the October, 2008 Clerk-Treasurer's Financial Reports. Vote was all AYES; motion carried.

The following claims were presented for payment:

Clayton Energy Corp., total reservation charges, storage charges, service fees and natural gas purchased -
\$51013.86
Total (all) Employee Wages – 10960.10
Total Contract Labor – 126.00
Jacobson-Westergard & Associates, (new Water Plant) CDBG Pay Estimate #3 – 4327.00
Treasurer, State of Iowa, sales taxes – 1256.00
Treasurer, State of Iowa, use taxes – 744.00
A T & T, long distance calling – 118.73
Advanta Corp., supplies at Library and lodging/meeting expenses for IAMU-sponsored Underground
Electric workshop in Ankeny – 542.01
Farmers State Bank, master note payment - \$7000.00
Janan Gillis, cleaning at Library - 85.00
Joy Metzger, reimbursement for lunch at NIACC meeting - 6.18
Judy Erdman, reimbursement for meeting expenses - 54.44
Sandy Long, reimbursement for meeting expenses - 313.56
North Central Library Service Area, annual survey fee - 10.00
Reminisce, 18 issue subscription renewal - 29.98
Algona Upper Des Moines, 2 year subscription renewal - 92.00
State Library of Iowa, FY 2009 EBSCOHost Database Subscription renewal - 40.90
K-Mart, videos and supplies - 87.86
Demco, supplies - 76.56
Jim Morgans Books, books - 182.81
Gale, books - 47.18
Center Point Large Print, books - 38.94
Baker & Taylor Books, books - 623.79
Iowa State University, mosquito management continuing ed classes - 35.00
Farm & Home Services, 2009-2010 Treasurer's Bond - 100.00
Iowa Department of Ag Land Services, three-year Pesticide Applicator's certification - 25.00
Iowa Lakes Community College, EMT continuing ed - 48.00
Stundahl's Cleaning Service, October cleaning at Community Center - 100.00

Northwest Communications, monthly website hosting fee - 25.00
 Mid-American Research Chemical, break-a-way penetrating oil and brake & parts cleaner - 170.46
 NIACOG, 16th monthly installment for Housing Rehab program - 385.00
 Border States Electric, street lighting bulbs - 125.19
 Compressed Air & Equipment, oil filter and oil for air compressor in Light Plant - 70.50
 Continental Research Corp., degreaser at Light Plant - 205.36
 I.A.M.U., 2008 Natural Gas Leak Survey & Corrosion Regulator Inspection/Relief Valve, etc. by Rudy Parcel - 1,908.50
 Mangold Environmental Testing, water testing - 73.00
 Brown Supply Co., ¾" K Copper (Inventory) - 285.00
 Hydrite Chemical Co., chemicals at Water Plant - 526.02
 Cargill Inc., coarse salt for Water Plant - 3,602.99
 Quality Pump & Control, repairs to lift pumps at Sewer Plant - 585.00
 Arnold Motor Supply, grader, loader and street sweeper repair parts - 218.87
 ATC Cablevision, monthly Internet fees at City Hall and Library - 79.65
 Bonnsetter Stump Removal, stump grinding - 1,130.00
 Printing Services Inc., supplies at City Hall - 287.45
 Whittemore Independent, October publications - 341.34
 K's Industrial Supply, (3) safety vests - 46.78
 Bomgaars, pressure washer (5.0 hp) for Street Sweeper pump, Sweeper repair parts, masking tape and other materials for Tennis Court repairs, push brooms, etc. for Pool cleaning - 645.02
 Schmitt Hardware, October statement - 107.03
 Elbert Chevrolet Inc., October statement (includes oil for vehicles and anti-freeze for winter prep at Pool and Noah's Park) - 685.24
 L & G Inc., assist with and black dirt for tree trimming (\$385.00); street repair/packing near Tom Ricke and assist with water shut-off repair at Cleveland residence; auger 12 holes for fencing around pad mount at Elevator - 1,240.00
 Aramark Uniform Services, October rugs, mops and uniforms - 305.40
 City of Whittemore, utilities - 1,393.43
 City of Whittemore, petty cash expenses totaling \$218.90 as: \$83.86 postage at Library; \$1.51 postage for Housing Rehab program to NIACOG; \$9.80 postage for (new) Water Plant information to grant administrator Marsha Cory; \$1.51 postage for GO Resolution to Kossuth County Auditor; \$4.80 postage for water samples; \$4.80 postage for wastewater samples postage; \$112.62 stamps.

The Clerk explained that due to the early date of this month's meeting, some of the regular bills have not yet been received in the Clerk's office. Motion was then made by Fraser and seconded by Setzer to approve the above-listed claims for payment, and also those regular bills not yet received. Vote was all AYES; motion carried.

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

Melvin & Shirley Ostwald: Apply permanent siding to the house (only) at 100 Fourth Street.

Mary Schulz: Apply new overhead door to garage on property at 517 Seventh Street.

Gerald & Norma Bormann: Reshingle roof of house at 502 Kossuth Street.

A I Processors: Install new membrane roof on east plant (membrane will cover existing roof). All work to be completed at 515 Broad Street.

Roy Metzger: Install a 14x16 portable shed in backyard of property at 515 Palo Alto Street.

Upon motions by Simonson and Muller and by unanimous vote of the Council, the above-listed applications for Builder's Permits were approved.

The delinquent accounts were reviewed and disconnects were ordered.

The Council discussed the comments and suggestions made by the Iowa Department of Natural Resources regarding the "Viability Assessment" document that was submitted as part of the City's application for SRF funding. The Council is pleased that progress is being made with the new water plant project. Councilman Brownell requested a report reflecting the current plant's water output.

Natural gas prices for November 2008, as purchased by Clayton Energy Corp. for the City of Whittemore, were reviewed and are currently being billed at the low price of \$0.80 per 100 cu. ft. Bill Lindley of Clayton Energy believes that once natural gas prices are averaged for the season, the City of Whittemore and its natural gas users will be in a very favorable position to handle the costs of winter heating for the 2008-09 season.

Motion was made by Fraser and seconded by Muller that the Council approve the Kossuth County Economic Development Corp. per capita dues schedule for fiscal year 2009-2010. Vote was all AYES; motion carried.

The Council considered renewal applications for a Class C Liquor License and a Sunday Sales Privilege by Seely-Walsh Post 425 of the American Legion for their property at 601 Broad Street. Motion was made by Muller and seconded by Fraser to approve said applications. Roll was called and vote was as follows, AYES: Simonson, Fraser, Setzer, Brownell and Muller. NAYS: none. Motion carried.

Resolution No. 2008-23 was introduced; a Resolution Accepting an Agreement for Mutual Aid Fire Protection In and Surrounding Kossuth County, Iowa. Fire Chief Ron Meyer and Mayor Dan Elbert have signed the document as prepared by Jim Kelley, EMS Director for Kossuth County. Motion was made by Simonson and seconded by Setzer to accept Resolution No. 2008-23. Roll was called and vote was as follows, AYES: Simonson, Fraser, Setzer, Brownell and Muller. NAYS: none. Motion carried, whereupon Mayor Elbert declared the Resolution duly adopted.

The Council discussed the current underground electric policy as it pertains to customers of Whittemore Municipal Utilities. After reviewing policies of surrounding communities' motion was made by Simonson and seconded by Muller to implement the following (new) underground electric policy:

WHITTEMORE MUNICIPAL UTILITIES UNDERGROUND ELECTRIC POLICY

The City of Whittemore will be responsible for the following:

The underground wire; the U-guard; the hookup on the pole; and the 200 amp socket and meter.

The customer will be responsible for the following:

Trenching for the underground wire; the cost of a qualified electrician for hooking-up the line and load side of the socket on the house.

Vote was all AYES; motion carried. The new policy to be put into effect immediately.

After review of the current solid waste, monthly rates for disposal services, and price increases proposed by the City of Spencer for use of the landfill at Graettinger, motion was made by Simonson and seconded by Brownell that in the future, the City of Whittemore will pass along directly to its customers, any increase charged for solid waste collection by the City of Spencer. Vote was all AYES; motion carried. An ordinance amending the current solid waste fees to be prepared for consideration and adoption during the regular December 2008 Council meeting. Mayor Elbert encourages citizens to continue with their efforts to recycle. He reported Mike Flannegan of Shamrock Recycling Inc. states that Whittemore is one of their best recycling customers.

The Council then discussed rental rates for the Whittemore Community Center. Upon motions by Brownell and Fraser and a unanimous vote of the Council, the following rates were set for rental of the Whittemore Community Center during the calendar year 2009:

Rental for a family reunion, business meeting, etc.: \$80.00 per event
Rental for an auction, wedding reception, or other large event: \$145.00 per day plus \$100.00 deposit
(refunded upon proper clean-up and no property damage)
Rental for an Organized Youth Group (4-H basketball practice, church youth group, etc.): \$10.00
minimum rental fee plus \$1.00 per child
Rental for an Organized Youth Group Sponsor (4-H basketball games, etc.): \$30.00 per event
Winter Walkers (November through March): \$10.00 per person, per season.

Other items discussed relating to the Community Center include the purchase of 18 new (commercial grade) resin tables and the possible installation of a new heating system. With the awarding of monies from the Kossuth Community Foundation program, the Community Center will be replacing the existing tables in the very near future. Motion was made by Simonson and seconded by Muller that effective immediately, Whittemore Community Center tables can no longer be taken from the Community Center building for private rental or private use. Vote was all AYES; motion carried.

Also, the possibility of installing a new heating system was briefly discussed. The Council felt this project would most definitely be a good candidate for the 2009 Kossuth Community Foundation grant process, so city officials tabled any action on the matter at this time.

Supt. Elbert reported that after an inspection major and minor problems are being experienced with operation of the HyRanger. He explained that repair companies will not work on equipment over 25 years of age due to liability issues, and that the model we have is now considered inoperable. The City's current HyRanger was manufactured in 1970 and Whittemore purchased the unit in 1983.

In talking with personnel from surrounding communities Supt. Elbert contacted the Dueco Company in Watertown, South Dakota for HyRanger units they might have for sale that have a minimum working height of 53'. The Council discussed the issue further and asked the Superintendent to continue to investigate unit prices, availability, payment plans, warranty details, etc. As the HyRanger is essential to keeping the electrical distribution system in tact, the unit needs to be replaced as soon as possible. If something becomes available for purchase and the Superintendent contacts each of the Council for their opinion prior to the next regular meeting, a consensus of the Council will be adequate to buy the unit.

The upcoming meetings schedule was reviewed.

There being no further business to come before the Council, Mayor Elbert declared the November 3, 2008 regular Council meeting adjourned at 7:00 P.M.

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

