

**MINUTES OF THE PROCEEDINGS OF THE
CITY COUNCIL OF WHITTEMORE, IOWA
*Monday, August 6, 2007 – 5:30 P.M.***

The Council of the City of Whittemore, Iowa, met in regular session on Monday, August 6, 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 July 2, 2007 regular Council meeting were approved as published in the July 12, 2007 edition of the *Whittemore Independent*.

The Clerk-Treasurer's Financial Reports for the month of July, 2007 were reviewed. Following are the receipts and transfers for the month: General \$6998.62; Electric \$26991.82; Gas \$26019.96; Water \$6091.47; Sewer Rental \$3360.35; Solid Waste \$3967.94; Payroll \$19560.60; Equipment \$1135.63; Special Account \$45.54; Trees Savings Account \$0.44; Playground \$0.16; Project Share \$5.00; Community Center Savings Account \$80.00; Road Use Tax \$3628.94; Customer Deposit \$none; Special Assessment \$none; Library Improvement Savings \$1434.50; Library Renovations Savings \$54.48; Library Regular \$241.22; Library Renovations Checking \$none; Community Enhancement \$200.00. Motion was made by Brownell and seconded by Setzer to accept the July, 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 - \$17201.46
Total (all) Employee Wages – 13631.63
Total (all) Contract Labor – 512.75
A T & T, long distance calling – 93.75
Q-West, telephone bills – 247.88
Whittemore Independent, June publications – 412.25
Hy-Vee, Summer Reading Program supplies – 47.83
Advanta, supplies at Library – 90.34
Treasurer, State of Iowa, sales taxes – 2670.00
Treasurer, State of Iowa, use taxes – 138.53
Farmers State Bank, July ACH service fee – 5.00
Janan Gillis, cleaning - 80.00
Bugs N' Stuff, annual bug control - 75.00
Algona Publishing Co., advertising of Pancake Breakfast fundraiser - 47.60
Bro Business, service call on copier - 115.00
Showcases, DVD cases - 41.55
State Library of Iowa, FY 2008 EBSCOHost Database subscription renewal - 40.90
People, 1 year subscription renewal - 113.88
Mayo Clinic Women's HealthSource, 2 year subscription renewal - 49.00
Demco, supplies - 64.70
Audio Editions, audio books (\$505.65) and supplies - 591.70
Penworthy Company, children's books - 423.55
Better Homes & Gardens, "Christmas from the Heart" book - 32.01
Max Davis Productions, book - 14.99
The Book Farm Inc., children's books - 158.55
Thomson Gale, large-print books - 27.50
Center Point Large Print, large-print books - 39.54
Baker & Taylor Books, books - 209.81
Supplies N'More, flag at Time Square II - 30.00
Stundahl's Cleaning Service, cleaning at Community Center in July - 125.00
PepsiAmericas, pop at Pool (\$490.70) and Noah's Park (\$208.50) - 699.20

American Red Cross of North Central Iowa, first and second session swimming lesson - 156.00
 Laurie Dahlhauser, reimbursement for telephone, band-aids and candy at Pool - 69.88
 North Central Iowa Regional Inspection Division, 2007 Swimming Pool inspection fee - 270.00
 Pool Tech, second-half chemicals (\$2498.31), supplies and additional chemicals (\$279.00) - 2,806.26
 Dave Koppen Construction & Cabinetry, formed, poured & finished sidewalk on corner of
 Fifth & Broad Street - 140.00
 L & G Inc., backhoe/remove cement at 5th & Broad (\$60.00) and tree trimming/removal
 on 7th Street (\$295.00) - 355.00
 Mid-American Research Chemical, "Ice Blaster" snow & ice control - 581.62
 Northwest Communications, website hosting fee - 20.00
 Continental Research Corp., Safety Red marking paint (locates) - 188.08
 Resale Power Group of Iowa, power purchased - 35,298.17
 Iowa DNR, Water Supply Permit annual renewal fee - 64.57
 Hydrite Chemical Co., chemical at Water Plant - 226.32
 Maguire Iron Inc., #8 of 12 payments for stand pipe replacement in Water Tower - 1,977.50
 Cargill Inc., salt at Water Plant - 3,134.57
 National Pollutant Discharge Elimination Systems/Iowa DNR, annual permit fee - 210.00
 Iowa Rural Water Assoc., continuing ed for Mike Elbert and Mark Lenz - 260.00
 Horizon's Unlimited Inc., recyclables processing fee - 64.20
 Shamrock Recycling Inc., recycling fees - 567.83
 City of Spencer, landfill fees - 555.54
 Resourceful Bag & Tag Inc., Blue "City of Whittemore" garbage bags - 1,990.00
 North Central Seamless Siding & Gutter, remove/replace damaged downspouts and
 elbows on Community Center building - 106.00
 Buscher Bros. Corp., 1" relube brg (Street Sweeper) - 15.95
 EDM Equipment Co., fibre glide (Street Sweeper) - 24.86
 Algona Machine & Supply Inc., bracket (Street Sweeper) - 127.12
 Lecal Equipment Inc., fibre glide liner, spanner bushing, spacer, shim washers,
 brass spray nozzle, caster wheel, bearing, caster wheel assembly (Sweeper) - 439.82
 Iowa One Call, locates - 5.40
 ATC Cablevision, internet at Library and City Hall - 79.65
 Printing Services Inc., pens, post-it-notes, case of paper at City Hall - 78.07
 Whittemore Independent, printed envelopes and July minutes published - 189.78
 Aramark Uniform Services, July rugs, mops and uniforms - 244.63
 Mangold Environmental Testing, water and wastewater testing fees - 158.00
 Share Corp., Citra-Sol at Sewer Lagoon and Wasp/Hornet Killer spray - 984.20
 Bomgaars, coupler, safety pin, sprayer parts kit, wand and sprayer; sump pump - 118.44
 Knoer Industrial Supply, set of gutter & main brooms for Sweeper (\$380.00), lift
 Station cleaner (\$793.00), shop towels, 6 new rubber barricades, red paint - 1,771.00
 Elbert Chevrolet Inc., July statement includes filter, brake fluid, fuse and
 repairs to dump truck (\$153.36) - 169.90
 MaxYield Cooperative, fuel for vehicles in July (\$932.19); 250 gallons #2 diesel
 for generating use at Light Plant - 1,609.69
 Iowa Association of Municipal Utilities, misc. fee for OQ Records (\$15.00),
 Electric safety manuals & workshop fee (\$282.50) - 297.50
 Iowa Utilities Board, FY 2008 assessments for The Iowa Energy Center & the Center
 for Global and Regional Environmental Research (electric and gas) - 931.00
 City of Whittemore, \$288.25 petty cash expenses as: Refund of Little League fee (too young to play) \$5.00;
 Data Tech computer training (meals for tech) \$11.24; Quarterly "Safety Training" meals at Forest City
 \$21.25; Garden hose (used in Light Plant) \$10.99; Vehicle "wash jobs" \$14.50; Library postage \$66.45;
 Postage for Housing Grant Rehab resolutions to NIACOG \$1.14; Water samples postage \$4.34;
 Wastewater samples postage \$4.34; Stamps (10th of month, utility bills, delinquent accounts, etc.) \$149.00
 NIACOG, first installment (July 2007) of General Administration Rehab Program - 385.00

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

The following applications for Builder's Permits were considered:

Melvin Fehr: Install standard-sized "crawl out windows" (2) in basement of home at 206 Fifth Street.

Elda Baas: Reshingle northeast portion of house roof at 419 Clay Street.

Dale & Kathy Fraser: 12'x30' concrete slab/patio on northeast corner of house at 604 Kossuth Street.

Mrs. Leola Knecht: Replace one basement window in home at 113 Palo Alto Street.

Bob Meyer: Reshingle roof of house at 518 Third Street.

Skylink/iwireless: Installation of cell phone antennas and associated ground equipment at (Max Yield) grain elevator. See drawings for dimensions, etc.

Tony Grandgenett: Re-install a privacy fence in rear yard of property at 406 Kossuth Street.

Don Lee: Remove and replace sidewalk in front of house (approximately 100') at 112 Fifth Street.

Karl Setzer: Replace/remove uprights in porch at 614 Sixth Street.

Motion was made by Simonson and seconded by Muller 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.

Through written correspondence from Bill Lindley of Clayton Energy Corp., the Council was updated on natural gas prices for the upcoming fall and winter months. The Council then reviewed discussion that was held during an informal, informational meeting with Mr. Lindley on Friday, July 27. At that time a (preliminary) potential long-term, discounted natural gas supply contract between Clayton Energy Service and the City of Whittemore was presented. Further consideration was given to the matter during this Council meeting and it was a unanimous decision by the group that the City of Whittemore continues pursuit of such an agreement with Clayton Energy Service.

The Council reviewed a correspondence from the Iowa Department of Natural Resources regarding the preliminary engineering report as it pertains to the 2007 Water Plant improvement project. The DNR, engineer and grant writer are satisfied with the new report, and the Council agreed with its findings. Plans continue to be made to submit a timely application for a Community Development Block Grant for partial funding of the Water Plant improvement project in November 2007.

Next on the agenda was Resolution No. 2007-16, a resolution accepting a "Technical Service Contract in the Administration of the Housing Fund Grant Program" between North Iowa Area Council of Governments (NIACOG) and the City of Whittemore. Motion was made by Dahlhauser and seconded by Simonson to approve Resolution No. 2007-16. Roll was called and vote was as follows, AYES: Simonson, Dahlhauser, Setzer, Brownell and Muller. NAYS: none. Whereupon Mayor Elbert declared Resolution No. 2007-16 duly adopted.

At this time ORDINANCE NO. 162 was introduced; AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WHITTEMORE, IOWA, TITLE VI, CHAPTER 5, ARTICLE 8, "WATER RATES". During the July 2, 2007 regular meeting, Council decided the residential (only) minimum charge for 1,000 gallons of water or less should be increased a flat rate of \$1.00, which would make the residential minimum bill \$8.081 plus appropriate taxes; the new rates to become effective upon

approval of Ordinance No. 162, publication of the ordinance according to law, and with the utility bills due from and after August 20, 2007.

Motion was made by Muller and seconded by Brownell to approve initial passage of ORDINANCE NO. 162. Vote was all AYES; motion carried.

Upon motions by Setzer and Dahlhauser and a unanimous vote of the Council, the second and third readings of ORDINANCE NO. 162 were waived.

Motion was then made by Brownell and seconded by Muller to approve final passage of ORDINANCE NO. 162. The roll was called and vote was as follows, AYES: Simonson, Dahlhauser, Setzer, Brownell and Muller. NAYS: none. Whereupon, Mayor Elbert declared ORDINANCE NO. 162 duly adopted.

Due to the Labor Day holiday, the date and time of the next regular Council meeting was scheduled for Wednesday, September 5, 2007 beginning at 5:30 P.M. in the Chambers of City Hall.

Councilman Brownell reported having received complaints regarding the unkempt property at 701 Second Street. Per direction of the Council, the Clerk reported previous attempts (standard letters and a certified mailing) have been made in the past to contact the owner of said property, requesting his cooperation in removing the junked vehicles and other debris causing the nuisance. To date the City has received no response from the property owner. Council discussed options related to the "Nuisance Abatement" notice procedure. Unanimous decision was made to have a representative of the Kossuth County Sheriff's Office serve said notice and that the owner be given 10 days (from the date of being served) to clean up the property or named fines will be issued according to conditions named in the City Code of Ordinances.

A new antique STOP sign post has arrived as a replacement for the vehicle-damaged unit at the southeast corner of Fifth and Broad Streets. Supt. Elbert stated the city employees would make sure the new unit was more secure than the first that was installed several years ago.

Councilperson Dahlhauser announced the Swimming Pool will be hosting a t-shirt and sweatshirts fundraiser campaign for the remainder of the year. All proceeds will be used for ongoing expenses at the Swimming Pool. Also, the Pool will be closing for the season at 5:00 P.M. on Sunday, August 19.

Supt. Elbert was asked to survey the community for non-licensed or expired licensed vehicles; the Clerk to contact owners of said vehicles to have them removed from within the city limits.

The Whittemore Fire Department is sponsoring a can collection site near the recycling bin on Seventh Street. Anyone wishing to donate recyclable cans to the Fire Department for use in funding a new Fire Station can do so by dropping off their goods inside the cage at Seventh and Kossuth, which has been designated for this purpose.

Supt. Elbert and the city personnel were asked to make arrangements to paint the lean-to building at 301 Fifth Street.

Supt. Elbert then reported that the city employees will each be attending continuing education classes over the next several months. City policy was established in that if there is a two-day meeting or class to attend, the City will pay for one night's lodging; if there is a one-day meeting or class to attend, the city will not pay for an over-night stay. Any employee wishing to travel to a meeting the night prior to scheduled (meeting) registration will be responsible for all costs associated with the over-night stay. Also, there will be no pay or compensation given to any employee for travel-time exceeding or extending beyond a normal 8-hour working day.

Clerk Farrell reported barking dogs are again an issue; the Council will handle complaints and petitions in the normal order of business.

City Elections will be held in November and nomination papers will be available at City Hall. Filing dates are: First Day – Monday, August 27. Last Day – Thursday, September 20, no later than 5:00 P.M.

The upcoming meetings schedule was reviewed.

There being no further business to come before the Council, Mayor Elbert declared the August 6, 2007 regular meeting adjourned at 7:10 P.M.

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