

**MINUTES OF THE PROCEEDINGS OF THE
CITY COUNCIL OF WHITTEMORE, IOWA
Wednesday, February 7, 2007 – 5:30 P.M.**

The Council of the City of Whittemore, Iowa, met in regular session on Wednesday, February 7, 2007 at 5:30 P.M. in the Chambers of City Hall with Mayor Elbert presiding. Present were Simonson, Dahlhauser, Setzer, Brownell and Muller. Absent: none. Others in attendance for all or a portion of the meeting included Chris Diggins of NIACOG and Supt. Mike Elbert.

Local Assistance Director Chris Diggins of the North Iowa Area Council of Governments in Mason City was in attendance to discuss revisions made to the City Code of Whittemore during a special meeting with Mr. Diggins held on October 18, 2006. Additional changes were noted and, as directed by Mr. Diggins, the Council named March 7, 2007 at 5:30 P.M. in the Chambers of City Hall as the date, time and place to hold a Public Hearing for input and final consideration, then adoption, of the updated 2007 Whittemore City Code of Ordinances.

There being no corrections or additions, the minutes of the January 3, 2007 regular Council meeting were approved as published in the January 11, 2007 edition of the *Whittemore Independent*.

The Clerk-Treasurer's Reports for the month of January, 2007 were reviewed. Following are the Receipts and Transfers for the month: General \$5122.60; Electric \$51635.48; Gas \$95680.63; Water \$6029.06; Sewer Rental \$3860.70; Solid Waste \$4079.10; Payroll \$12475.24; Equipment \$1269.72; Special Account \$635.54; Trees Savings Account \$0.69; Playground Fund \$0.16; Project Share \$5.00; Community Center Savings \$165.35; Road Use Tax \$3785.15; Customer Deposit \$none; Special Assessment \$none; Library Improvement Savings \$39.36; Library Renovations Savings \$1.18; Library Regular \$3132.57; Library Renovations Checking \$none; Community Enhancement \$200.00. Motion was made by Muller and seconded by Dahlhauser to accept the January, 2007 Clerk-Treasurer's Financial Reports. Motion carried by unanimous vote.

The following claims were presented for payment:

Clayton Energy Corp., reservation charges, service fee and natural gas purchased - \$62318.13

Total (all) Employee Wages – 7712.99

Total (all) Contract Labor – 482.00

A T & T, long distance calling – 77.83

Q-West, telephone bills – 240.31

Vern Wichtendahl Painting, paint new restroom at Community Center – 150.00

United Building Centers, "Shop" materials – 15.96

Treasurer, State of Iowa, sales taxes – 2115.00

Treasurer, State of Iowa, use taxes – 137.70

Northwest Communications, website hosting fee – 20.00

Janan Gillis, cleaning at Library – 80.00

Sandy Long, reimbursement for books purchased – 12.00

Randy Mueller, snow removal at Library – 53.00

K-Mart, videos and supplies – 69.33

Iowa Library Association, 2007 membership dues (Sandy and Joy) – 70.00

Northland Computer Systems Inc., computer repair at Library – 236.00

The Library Store, supplies – 187.98

Crafts 'n Things, subscription renewal – 21.97

Audio Editions, books and audio books – 218.30

Thomas Bouregy & Co., books – 138.50

The Book Farm Inc., books – 265.05

Baker & Taylor, books – 368.98

Iowa Lakes Community College, EMT continuing education – 76.00

Trupke Electric, drop cords for Christmas decorating – 37.16

Laurie Dahlhauser, reimbursement for new bathroom supplies at Community Center – 29.86
 Stundahl’s Cleaning, January cleaning of Community Center – 100.00
 Continental Research Corp., “Snow & Ice” melt – 207.68
 Five Star Tool & Supply, “Shop” welding supplies – 53.95
 Northwest Communications, website hosting fee – 20.00
 Printing Services Inc., 2007 desk calendar – 5.69
 Whittemore Independent, January publications – 167.98
 Resale Power Group of Iowa, power purchased – 19627.03
 Border States Electric, distribution system (electrical) materials – 546.79
 C. J. Cooper & Associates, random drug testing processing fees – 60.00
 Share Corp., distribution system (gas) materials – 265.23
 Iowa Association of Municipal Utilities, Operator Qualification testing fees for Mark Lenz
 A I Processors, water samples UPS charges – 5.68
 Hach Company, water testing – 137.40
 Mangold Environmental Testing Inc., water testing – 102.00
 Hydrite Chemical Co., chemicals at Water Plant – 439.70
 Brown Supply Co., water meters and other distribution supplies – 519.00
 Cargill Inc., course salt at Water Plant – 3001.65
 Maguire Iron Inc., Maguire Iron, #2 of 12 payments on water tower riser stand repair - 1,977.50
 Horizon’s Unlimited, recyclables processing fee – 64.20
 Shamrock Recycling Inc., recycling fees – 567.83
 City of Spencer, landfill fees – 440.22
 Elbert Chevrolet Inc., January statement includes repairs or service to HyRanger, 2003 Chevrolet pickup
 and the dump truck – 536.10
 NAPA Auto Parts, parts for Case Load and Gallion Grader repairs – 71.52
 Whittemore Truck & Trailer, garbage truck hose repair/replacement – 404.15
 Cook’s Scrap Iron, skipper plow repairs – 32.60
 Algona Welding & Machine, skipper plow repairs – 142.80
 Arnold Motor Supply, blower motor for dump truck heater – 50.93
 MaxYield Coop, January statement – 1034.94
 ATC Cablevision, monthly Internet service fees (Library and City Hall) – 79.65
 R D Drenkow, annual administrative service fee for employee Cafeteria Plan – 370.00
 Supplies N’More, envelopes and office supplies – 311.93
 L & G Inc., haul snow and sand; trim trees; sewer plant digester (dirt) work – 1075.25
 Bomgaars, “Shop” materials, and repair supplies for Grader, Snow Plow and Case loader – 30.11
 Knoer Industrial Supply, electric ladders, log chain, lift station cleaner – 1484.00
 Iowa Utilities Board, Electric and Gas remainder assessment dues – 327.00
 Schmitt Hardware, January statement includes compressor repairs at Light Plant – 420.74

Councilman Brownell asked if the City is still required to maintain a recycling program; the Clerk was unsure of the answer and was asked to investigate. Motion was then made by Brownell and seconded by Setzer to approve the above-listed claims for payment. Vote was all AYES; motion carried.

The following application for a Builder’s Permit was approved upon motions by Simonson and Dahlhauser and a unanimous vote of the Council:

Jim Muller: Replace overhead garage door with unit of same size (9x7) at 108 Palo Alto Street.

Discussion followed regarding the grain storage unit located on the property at 101 Fifth Street; the Clerk was instructed to contact property owners informing them they will need to submit an application for a Builder’s Permit and receive Council approval before any type of construction or erection of the bin can begin.

There were no applications for employment.

A list of delinquent accounts was reviewed.

Natural gas prices were reviewed. The Clerk noted that in February, 2006 residential and commercial customers paid \$1.27 per 100 cu. ft. of natural gas. In February, 2007 that cost has dropped to \$1.20 per 100 cu. ft. Bill Lindley of Clayton Energy Corp. has also secured natural gas for February and March, 2007 at \$6.35 and \$6.31 respectively.

Resolution No. 2007-01 was introduced; a resolution accepting an electric "Mutual Aid Program Agreement" between the Iowa Association of Municipal Utilities and the City of Whittemore. Motion was made by Dahlhauser and seconded by Simonson to adopt Resolution No. 2007-01. Vote was all AYES; motion carried.

Resolution No. 2007-02 was introduced; a resolution accepting a natural gas "Mutual Aid Program Agreement" between the Iowa Association of Municipal Utilities and the City of Whittemore. Motion was made by Muller and seconded by Brownell to adopt Resolution No. 2007-02. Vote was all AYES; motion carried.

At this time ORDINANCE NO. 159 – AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE CITY OF WHITTEMORE, IOWA, TITLE III, CHAPTER 4, ARTICLE/SECTION 2 PERTAINING TO THE *COLLECTION OF SOLID WASTE* and *MONTHLY RATES FOR SOLID WASTE DISPOSAL SERVICE* was considered. During the January 3, 2007 regular meeting the Council voted to raise the fees by \$1.00, increasing the regular monthly cost to: \$11.00 per household; \$36.00 (monthly) dumpster; and \$11.00 for extra dumps (of the dumpsters). All other fees associated with the ordinance remain unchanged.

There was a motion by Simonson, a second by Muller, to approve said ORDINANCE NO. 159 as proposed. Vote was all AYES; motion carried.

It was moved by Dahlhauser and seconded by Setzer to waive the second and third readings of ORDINANCE NO. 159. Roll call vote was as follows, AYES: Simonson, Dahlhauser, Setzer, Brownell and Muller. NAYS: none. Motion carried.

Motion was then made by Brownell and seconded by Muller to pass final consideration of ORDINANCE NO. 159. Roll call vote was as follows, AYES: Simonson, Dahlhauser, Setzer, Brownell and Muller. NAYS: none. Whereupon Mayor Elbert declared ORDINANCE NO. 159 duly adopted. The new ordinance will become effective upon publication and the new rates will appear on utility bills due on or before March 20, 2007.

At this time the Council heard improvement proposals related to city-owned properties. Councilman Simonson spoke of his intention to introduce to the Betterment Committee two projects related to city-owned facilities, namely the Whittemore Community Center (all new banquet tables) and the Swimming Pool (landscaping). The Clerk conveyed Brian Thul's comments that the Whittemore Athletic Association, at this time, has no plans for any large capital improvement projects at Noah's Park in 2007. The WAA will be hosting a Pepsi-sponsored "Pitch, Hit & Run Contest" the first Saturday in May.

The Mayor and Council reviewed the fiscal year 2007-2008 budget estimates, which includes itemized expenditures of \$5,000 for Fire Department property improvement once MaxYield Cooperative transfers a portion of their ground at 301 Fifth Street; \$5,000 for patch work only as there are no major street repairs planned for FY 2007-08; \$10,000 in Road Use Tax for possible replacement of the City's dump truck; and \$4,000 to begin an annual storm sewer/sanitary sewer line maintenance program. After a lengthy discussion by Council, motion was made by Dahlhauser and seconded by Setzer to hold the Library's budget to \$57,800 for Fiscal Year 2007-08. Vote was all AYES; motion carried. The Library's initial request was in the amount of \$62,400 which is an increase of \$5,600 over the current budget year's allotment of \$56,800. City revenues were also discussed; motion was made by Simonson and seconded by Setzer to levy for a portion of the annual business insurance package costs in fiscal year 2007-2008. Vote was all AYES; motion carried. The Council then set Wednesday, March 7, 2007 at 5:45 P.M. in the

Chambers of City Hall as the date, time and place for a Public Hearing to be held for the proposed 2007-2008 Fiscal Year Budget.

The City will ask Deputy Steve Kollasch to contact local residents who are presenting problems with their on-street vehicle parking during snow removal efforts.

Councilperson Dahlhauser reported she is working on getting paper towel dispensers for restrooms at the Community Center and the Swimming Pool. The Clerk was asked to place an ad in the Whittemore Independent stating the City is seeking a responsible adult to manage the Swimming Pool in 2007.

Councilman Setzer reported MaxYield Cooperative attorneys are finalizing the legalities of transferring property to the City of Whittemore as a future location for a new fire station.

Due to health issues, a letter of resignation was read by Mayor Elbert from Kathleen J. Fraser, who has served as Deputy City Clerk for the City of Whittemore since 1993. It was noted that Kathy would be available for assistance from an in-home work environment. The Clerk was instructed to write a job description pertaining to the part-time position and the Council unanimously approved retaining the assistance of Ellen Meyer until any final decisions are made regarding the situation.

Supt. Elbert reported on the following:

- Weather conditions have been extremely cold and employees have had to generate at the Light Plant to meet requests by the Resale Power Group of Iowa/Midwest Independent Operations Systems to do so.
- Separation of key valves in a water main joint near the intersection of Fourth and Railroad Streets caused a break in the line that had to be dug up and repaired. Said repairs have been completed and the town is back on line with water service.
- The Fire Department is requesting permission from the Council to approve their idea of having a progressive sign painted and placed at the future location of (their) new fire station. The Council thinks it's a good idea and stated the Fire Department will have to stand the cost of the new sign.
- City employee Mark Lenz has successfully completed the (natural) Gas "Operator Qualification" testing. In the near future he will soon be testing for his Grade II Water license.

Clerk Farrell explained receiving a call from Kossuth County Sheriff Deputy Steve Kollasch regarding the Whittemore school bus stop area where local children are picked up and dropped off each day during the school year. New to Whittemore this year is a system that, whenever an Algona School District bus is parked on the north side of the Community Center with the bus's STOP arm extended, absolutely NO vehicular traffic is allowed to move on the street when the bus and arm are parked in this position. Traffic can proceed only **after** the STOP arm has been retracted and the buses begin pulling away from the building. Deputy Kollasch noted there have been a few problems and at this point, the Sheriff's Office is seeking the Council's help in getting the word out about how the new system operates. The Council instructed the Clerk to publicize this information where possible, including through KLGA Radio's "Council Notes" and on Whittemore's cable Channel 3.

The date and time for the next regular Council meeting was scheduled for Wednesday, March 7, 2007 beginning at 5:30 P.M. in the Chambers of City Hall. Other upcoming meetings were noted, including the IAMU Mid-Winter Conference which will be held in Des Moines February 13-15.

There being no further business to come before the Council, Mayor Elbert declared the February 7, 2007 regular meeting adjourned at 8:20 P.M.

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

