

**MINUTES OF THE PROCEEDINGS OF THE
CITY COUNCIL OF WHITTEMORE, IOWA
Wednesday, January 3, 2007 – 5:30 P.M.**

The Council of the City of Whittemore, Iowa, met in regular session on Wednesday, January 3, 2007 at 5:30 P.M. in the Chambers of City Hall with Mayor Elbert presiding. Present were Council members Simonson, Dahlhauser, Setzer, Brownell and Muller. Absent: none. City Superintendent Mike Elbert was also in attendance.

Mayor Elbert appointed and the “Oath of Office” was administered to the following individuals for their positions with the City of Whittemore: Michael D. Elbert, Superintendent and Linda K. Farrell, City Clerk. Kathleen J. Fraser was re-appointed Deputy City Clerk and she will take the “Oath of Office” upon her return to work at City Hall.

There being no corrections or additions the minutes of the December 5, 2006 regular Council meeting were approved as published in the December 14, 2006 edition of the *Whittemore Independent*.

The Clerk-Treasurer’s Financial Reports for the month of December, 2006 were reviewed. Following are receipts and transfers for the month: General \$8559.05; Electric \$29664.46; Gas \$71842.43; Water \$6409.09; Sewer Rental \$3222.54; Solid Waste \$3533.03; Payroll \$18929.70; Equipment \$1357.59; Special Account \$232.19; Trees Savings Account \$0.69; Playground Savings Account \$0.16; Project Share \$5.00; Community Center Savings Account \$120.00; Road Use Tax \$3559.22; Customer Deposit \$65.00; Special Assessment \$none; Library Improvement Savings \$1336.90; Library Renovations Savings \$38.45; Library Regular Account \$76.52; Library Renovations Checking \$none; Community Enhancement \$200.00. Per Council discussion and decision, Councilman Simonson and Clerk Farrell to calculate difference between interest earning CDs and the Master Note interest rates to determine the feasibility of maintaining the Certificates of Deposit or applying their principal to the balance on the operating note. The Clerk noted a \$10,000 down-payment was made to Maguire Iron for payment on the \$33,730.00 bill due for repair of the riser stand in the water tower; financial arrangements have been made with Maguire Iron to pay the remaining balance over the next 12 month period. Motion was then made by Setzer and seconded by Muller to accept the December, 2006 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 - \$50567.29
Total (all) Employee Wages – 11666.22
Total (all) Contract Labor – 300.00
Total Mayor and Council Salaries – 704.77
Farmers State Bank, December ACH service fee – 5.00
Treasurer, State of Iowa, sales taxes – 1990.00
Maguire Iron Inc., down payment on Water tower riser stand repair – 10000.00
Ben Eischen, refund of customer deposit – 250.00
MaxYield Cooperative, November statement – 652.83
Advanta, water school lodging; supplies and DVD covers at Library – 371.65
Janan Gillis, cleaning - 80.00
K-Mart, videos - 79.96
Sandy Long, reimbursement for mileage and film processing -13.79
Judy Erdman, reimbursement for videos purchased - 49.84
ATC Cablevision, internet service - 39.70
American Library Association, 2007 membership dues - 160.00
The Library Store Inc., supplies - 38.88
Printing Services Inc., supplies - 38.98
Highsmith Inc., supplies - 28.61

Louis L'Amour, book - 17.58
 Morgan Books, books - 26.00
 Apple Books, books - 37.99
 Baker & Taylor, books - 374.96
 Dave Koppen Construction built and installed two cabinets – one double sided. (“State Aid” funds to pay for these cabinets) - 2,965.00
 Stundahl’s Cleaning, December cleaning of Community Center - 100.00
 Continental Research Corp., ice melt and “No Ox” at Pool - 1,234.63
 Dave Koppen Construction, hang pictures at City Hall - 30.00
 L & G Inc., hauling snow - 187.50
 Iowa Municipal Finance Officers Assoc., 2007 membership dues - 30.00
 ATC Cablevision, internet service at City Hall - 39.95
 Whittemore Independent, December publications - 208.82
 Thul Law Firm, legal fees - 502.16
 Border States Electric, safety gloves (Electric distribution) - 42.75
 Resale Power Group of Iowa, power purchased – 18170.14
 A I Processors, UPS mailing charges - 21.89
 KRHC-Hospital, lab fees for random drug testing (Elbert and Farrell) – 50.00
 Jacobson-Westergard & Associates, engineering fees for Water Plant Project - 1,000.00
 Maguire Iron, #1 of 12 payments on water tower riser stand repair - 1,977.50
 Mangold Environmental Testing, wastewater testing - 43.00
 Horizons Unlimited, recyclables processing fee - 64.20
 Shamrock Recycling, recycling fees - 567.83
 Hiway Truck Equipment, dumpster for St. Paul’s Lutheran Church (to be purchased by the Church) - 425.00
 Chuck Rahm, refund of customer deposit - 200.00
 CNH Capital, filters for Case loader - 193.07
 Greenberg Auto Supply, air filter, switch and resistor on Garbage Truck - 52.86
 Bonnstetter Auto Body, “convert-a-ball” 1-7/8”, 2” and 2-5/16” heavy duty mount - 86.92
 Agri-Services of Northern Iowa, Garbage truck tire repair - 49.00
 MaxYield Cooperative, December statement – 682.50
 Bomgaars, “shop” materials, air conditioner cover at City Hall, Christmas lighting - 68.38
 Schmitt Hardware, Christmas lighting/decorating expenses, “Shop” materials - 75.64
 Arnold Motor Supply, nut/bolt set; speaker and KT pack for Garbage Truck - 77.47
 Share Corp., glass cleaner, windshield deicer and “Ox Off” pool cleaner (\$596.38) - 780.07
 Bro Business, quarterly copies at City Hall - 68.45
 Matt Parrott and Sons Co., 3300 (blank) laser checks - 435.16
 Iowa One Call, locates - 21.60
 Iowa Utilities Board, FY 2006 remainder assessment reconciliation - 145.52
 Iowa Association of Municipal Utilities, Safety Cluster CEUs, OQ testing fee, and Water/Wastewater meeting registration fee - 180.00
 Data Technologies Inc., 2006 W-2 (computer) tax forms - 74.01
 City of Whittemore, utilities - 4,251.37
 City of Whittemore - \$263.88 total petty cash expenses as: KCEDC Quarterly Luncheon (2 meals) \$30.00; Lights for City Hall outdoor Christmas tree \$11.94; Cleaning at City Hall \$20.00; Library postage \$52.75; Postage to send utility billing information to Minnesota \$1.11; Water samples postage \$4.38; postage for OQ testing to IAMU \$1.83; postage for solid waste contract to City of Spencer \$0.87; stamps (utility bills, 10th of month bills, delinquent notices, etc.) \$141.00.

Motion was made by Dahlhauser and seconded by Simonson that the above-listed claims be paid. Vote was all AYES; motion carried.

Upon motions by Muller and Setzer and a unanimous vote of the Council, a Builder’s Permit was granted to Gene and Bev Walker for the following proposed construction work: Replace four windows in Apartment #2 of the building at 501 Third Street.

The delinquent accounts were reviewed.

Motion was made by Muller, seconded by Brownell, that the renewal applications for a Class C Liquor License and a Sunday Sales Privilege by Nancy Simonson, DBA "Pitchers", be approved. Roll was called and vote was as follows, AYES: Simonson, Dahlhauser, Setzer, Brownell and Muller. NAYS: none. Motion carried. The process of renewing all licenses and permits with the Iowa Alcoholic Beverages Division is now electronically completed over the internet.

Natural gas prices were reviewed. The Clerk noted that in January, 2006 residential and commercial customers paid \$1.43 per 100 cu. ft. of natural gas. In January, 2007 that cost has dropped to \$1.28 per 100 cu. ft. Bill Lindley of Clayton Energy Corp. has also secured natural gas for February, 2007 at \$5.95 per MCF.

The Council continued a discussion of solid waste and monthly rates for solid waste disposal services. In December, 2006, the City of Whittemore renewed with the City of Spencer, a five-year contract for sanitary landfill services thereby allowing Whittemore to contribute to the landfill at Graettinger. As previously announced by the City of Spencer, landfill tonnage rates would increase 15% during the first year of the contract, with the next four years being increased at a rate of 3% each year through 2011. The Council reviewed a "Solid Waste Survey" and a "Whittemore Solid Waste Fund Five Year Analysis" sheet prepared by Clerk Farrell. Upon review and consideration of these two documents and the information presented by the City of Spencer, motion was made by Brownell and seconded by Muller to increase all premise (residential, rural, business and apartment units) and dumpster charges \$1.00 per month, effective with the utility bills due on or before February 20, 2006. Vote was all AYES; motion carried. The Clerk was instructed to prepare an Ordinance to this affect, reflecting the following charges for collection of solid waste and monthly rates for solid waste disposal services:

1. All premises (residential, rural, business and apartment units): \$11.00 per month for monthly recycling (residential only) and for the collection consisting of approved color-coded "City of Whittemore" bags. Approved bags will consist of two (2) sizes, and will be as follows:

- 13 gallon (40 pound limit) - .50 cents each
- 33 gallon (40 pound limit) - \$1.00 each

2. Dumpsters: \$36.00 per month, with extra dumps billed at \$10.00 each.

3. Industrial and Institutional rates shall be as proposed by the Director of Public Works and approved by the City Council.

4. Any item collected that is not enclosed in an approved bag will be assessed a surcharge determined by the individual item.

Considered next were large and/or unusual expenditures to be included in the 2007-2008 Fiscal Year budget for the City of Whittemore. The Council gave much time, thought and discussion to the possibility and feasibility of purchasing a new/used dump truck and digger derrick unit. At this time finances are limited and do not allow for such purchases, nor do they permit for the annual budgeting of funds to be set aside for street repairs. The Council's top priority continues to be targeted at the replacement and upgrading of the city's Water Plant building and operation. Trying not to have to raise property taxes within the 2007-08 fiscal year, the Council estimated the following amounts will be spent for new or out-of-the-ordinary services/expenditures: \$5000 for improvements/painting of the property being acquired from MaxYield Cooperative for long-range use by the Whittemore Fire Department; \$5,000 for street "patch" work or pothole repair; \$10,000 for equipment acquisition/replacement if such an opportunity presents itself and fiscal year financing allows; and \$4000 for an annual storm sewer/sanitary sewer maintenance program as proposed by Pete Howe Industrial of Spencer, Iowa. Budget discussions will continue to be held during the February council meeting.

The date and time for the next regular Council meeting was scheduled for Wednesday, February 7, 2007 beginning at 5:30 P.M. in the Chambers of City Hall.

It was announced that the seventh annual Whittemore Betterment Committee-sponsored "Chili Cook Off Contest" will be held on Saturday, January 27, 2007 beginning at 5:00 P.M. in St. Michael's Parish Center. For that purpose, motion was made by Muller and seconded by Brownell to approve a "Special Event Five-Day Beer-Wine (including Wine Coolers) License" application as submitted to the local authority by the Whittemore Betterment Committee. Motion carried by unanimous approval of the Council. Dram Shop insurance, as required by the Iowa Alcoholic Beverages Division, has been secured for said license.

Councilperson Dahlhauser brought forth a complaint she received regarding parking on the south side of Broad Street near the intersection of Fifth and Broad streets in downtown Whittemore. After discussion by the Council it was decided to make no changes or alterations to the parking situation. Citizens feeling there is a problem at this corner should exercise extra precautionary measures before entering or passing through the intersection. Dahlhauser also reported the new (main floor) handicap-accessible restroom at the Community Center has been painted and the project is nearing completion.

It was announced the 2006 Swimming Pool manager will not be returning to the City of Whittemore for the summer of 2007 employment; the Clerk was asked to publish notice in the local newspaper of the City's need for qualified (new or returning) individuals to work at the pool during the upcoming swimming season.

The Council reviewed a letter from Maryanna Sarazine of the Crisis Intervention Service, formerly the Family Crisis Center of North Iowa, which made an annual appeal for financial and moral support of the group in 2007. Per Council policy, no funds will be allotted to this group or other similar organizations during the upcoming fiscal year.

The upcoming meetings schedule was reviewed.

There being no further business to come before the Council, Mayor Elbert declared the January 7, 2007 regular Council meeting adjourned at 7:15 P.M.

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