

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

The Council of the City of Whittemore, Iowa, met in regular session on Monday, May 7, 2007 at 5:30 P.M. in the Chambers of City Hall with Mayor Elbert presiding. Members present included Simonson, Setzer, Brownell and Muller. Absent: Dahlhauser. Others in attendance for all or a portion of the meeting were Richard Hopper, Sue Frideres, Joe Muller and Mike Elbert.

The Council met with Richard Hopper, engineer from Jacobson-Westergard & Associates, Estherville. Mr. Hopper completed the engineering report that was included in the City's Community Development Block Grant application for (partial) funding of a new water plant in November, 2006. In March it was learned that the application would not be funded this cycle and the Council, with Mr. Hopper, reviewed comments by the grant writer and the Iowa Department of Economic Development regarding our application.

Mr. Hopper stated he would like to get an early start on applying for the next CDBG, due in November, 2007; there would be no charge for his work this year. He would also contact IDED regarding comments they noted in reference to the City's application. The Council thanked Richard Hopper for attending this meeting.

Sue Frideres of Farm & Home Services met with the Council to review options pertaining to the full-time city employee's health and dental insurance. Motion was made by Simonson and seconded by Setzer to renew with Wellmark Blue Cross Blue Shield. Vote was all AYES; motion carried.

Joe Muller, also of Farm & Home Services, discussed with the Council renewal of the City's 2007-08 business insurance package. Total premium is \$36,178.00, which is about a 5% increase in cost over last year's premium amount. He noted a few reasons for the increase, including an increase in Swimming Pool receipts and also that water tower replacement costs were brought up to date. Muller also stated that coverage is written with a \$1,000 deductible.

There being no corrections or additions, the minutes of the April 4, 2007 regular Council meeting were approved as published in the April 19, 2007 edition of the *Whittemore Independent*.

The Clerk-Treasurer's Financial Reports for the month of April, 2007 were reviewed. Following are the Receipts and Transfers for the month: General \$16075.29; Electric \$27517.16; Gas \$66774.45; Water \$6032.28; Sewer Rental \$3208.76; Solid Waste \$3858.65; Payroll \$12493.00; Equipment \$2116.21; Special Account \$45.54; Trees Savings Account \$0.69; Playground Savings \$0.16; Project Share \$5.00; Community Center Savings Account \$346.00; Road Use Tax \$3177.39; Customer Deposit \$150.00; Special Assessment \$none; Library Improvement Savings \$15.00; Library Renovations Savings \$4083.50; Library Regular \$5185.89; Library Renovations Savings \$none; Community Enhancement \$200.00. Motion was made by Setzer and seconded by Dahlhauser to accept the April, 2006 Clerk-Treasurer's Financial Reports. Vote was all AYES; motion carried.

The following claims were presented for payment:

Clayton Energy Corporation, reservation charges, service fee and natural gas purchased – \$49013.91

Total (all) employee wages – 7792.05

Total (all) contract labor – 84.00

Farmers State Bank, April ACH service fee – 5.00

Main Street Checks, deposit slips – 26.50

Janan J. Gillis, cleaning at Library - 80.00

Judy Erdman, reimbursement for videos and Iowa Book purchased - 88.78

Joy Metzger, reimbursement for books purchased - 5.98

Sandy Long, reimbursement for meeting mileage and meal; DVD purchased - 73.91

Backyard Living, magazine subscription (7 issues) - 12.98

Nick Magazine, subscription (10 issues) - 22.90  
 Printing Services Inc., supplies - 84.88  
 The Library Store, Inc., supplies - 69.08  
 Demco, supplies - 202.16  
 Midwest Tape, DVDs purchased -140.64  
 Center Point Large Print, books - 38.94  
 Baker & Taylor Books, books - 340.80  
 Allyn Boelman, CPR training (4 firemen) -60.00  
 Stundahl's Cleaning Service, Cleaning of Community Center (April) - 125.00  
 Elbert Bros. Well Drilling Inc., (used) pressure tank, switch, etc. for Pool well - 81.69  
 Pitchers, reimbursement for dispensers purchased from Farner-Bocken (at  
 Pool and Community Center) - 317.17  
 Pool Tech, chemicals (\$2838.31) and pump/parts at Pool (\$535.76) - 3,374.07  
 Garden's Gate, 5 crabapple trees planted along east side of 5<sup>th</sup> Street at 5<sup>th</sup>/Broad - 374.75  
 Whittemore Independent, publication of April Council meeting minutes - 158.95  
 Northwest Communications, monthly website hosting fee - 20.00  
 Iowa Division of Labor Services, annual inspection of City Hall boiler - 105.00  
 Northland Computer Systems, ink cartridge for computer printer in Light Plant - 19.49  
 Trupke Electric Motor, electric distribution tool (drill) - 149.95  
 Resale Power Group of Iowa, power purchased - 16,553.33  
 Iowa Association of Municipal Utilities, OQ miscellaneous fees - 5.00  
 CJ Cooper & Assoc., random drug testing fees - 120.00  
 Brown Supply Co., black meter valve; 90-degree (black) elbow - 512.80  
 Hydrite Chemical Co., chemicals at Water Plant - 336.12  
 Maguire Iron, #5 (of 12) payment on new stand pipe in Water tower - 1,977.50  
 Cargill Inc., course salt at Water Plant - 3,036.96  
 Iowa DNR/Certification, wastewater certification renewal fees at \$60.00 each  
 (Mike Elbert, Bryan Meyer and Mark Lenz) - 60.00  
 Horizons Unlimited, recyclables processing fee - 64.20  
 Shamrock Recycling Inc., recycling fees - 567.83  
 City of Spencer, landfill fees - 503.43  
 Road Machinery & Supplies, disassembled/reassembled cylinder with all new  
 seals/parts; reinstalled; checked for leaks and operated blade (Grader) - 1,282.49  
 Arnold Motor Supply, oil, air and fuel filters for Street Sweeper - 192.23  
 Algona Machine & Supply Inc., Dump truck repairs - 182.78  
 Elbert Chevrolet Inc., (all) Garbage truck repairs - 246.77  
 MaxYield Cooperative, April fuel statement (all vehicles & mowers) - 961.81  
 Emmetsburg Publishing, 2 weeks advertising for Deputy City Clerk - 67.84  
 Algona Publishing, 2 weeks advertising for Deputy City Clerk - 70.00  
 ATC Cablevision Co., monthly Internet service at City Hall and Library - 79.65  
 Border States Electric, electric distribution (fuses \$21.19); ball diamond lights  
 (\$396.27); batteries, etc. at Light Plant (\$143.43) - 539.70  
 Schmitt Hardware, April statement including roto-rooting of drains/sewer lines at  
 City Hall/Fire Station - 343.34  
 Mangold Environmental Testing, water and wastewater testing - 172.00  
 Knoer Industrial Supply, lift station cleaner, sewer cleaner/root kill, street  
 Marking paints, Oxie Clean Acid Pool Cleaner, 5<sup>th</sup> & Broad street blades - 3,462.90  
 Printing Services Inc., office supplies at City Hall - 20.45  
 L & G Inc., crushed gravel, tree trimming at (Jim) Muller home, 3/4" road stone,  
 Water main break by Car Wash, skid loader/trees by Community Center  
 and Greg Elbert (hand labor and chain saw) - 855.50  
 Bomgaars, salt for Water Plant (\$7.58), passage lock (\$9.99), nylon clamps and light  
 beam for Street Sweeper (\$20.48), sump pump at Sewer Lagoon (\$34.99) - 73.04  
 City of Whittemore, utilities - 3,390.60  
 City of Whittemore, \$233.30 total petty cash expenses as: money orders (3) for EMT testing fees \$9.00;  
 CPO school meeting expense (meal) \$6.37; cleaning of City Hall \$20.00; water/wastewater testing expense

(meals) \$11.76; wash job (vehicle #5) \$3.00; Library postage \$78.05; sewer sample postage \$3.12; stamps (utility bills, 10<sup>th</sup> of the month bills, disconnects, etc.) \$102.00

Motion was made by Brownell and seconded by Simonson to pay the above-listed claims. Vote was all AYES; motion carried.

Upon motions by Muller and Brownell and a unanimous vote of the Council, the following applications were approved and Builder's Permits were issued:

Mrs. Leola Knecht: Replace driveway and one section of sidewalk at 113 Palo Alto Street; also, replace sidewalk on property at 109 Palo Alto Street.

Garman Adams: Connect house to shed with a roof. All work to be completed at 706 Third Street.

Stuart Simonson: Shingle house and garage at 519 Third Street.

Bev and Gene Walker: Rubber roof applied to west (1<sup>st</sup> floor) section of house at 501 Third Street.

Roger Hentges Rental Property: Move a 14x24 garage onto property at 507 Fifth Street; run adjacent to alley; apply to cement pad; paint white when set. Will not be attached to rental house.

Rick and Heather Chada: Apply new vinyl siding to house and replace (with new) all windows in the home at 92 Palo Alto Street.

The Council reviewed the following applications for employment with the City of Whittemore: For lifeguard at the Swimming Pool – Megan Meyer. For the part-time (permanent) position of Deputy City Clerk – Mary Ellen Meyer, Andrea Thompson, Natalie C. Schmidt, Sandra DelRosso, and Frank A. Ehr.

The delinquent accounts were discussed.

At this time the Council assessed the current electric service rates and charges. After review of area community rates and other factors, motion was made by Setzer and seconded by Muller to increase residential rates 3%. Vote was all AYES; motion carried. The Clerk to prepare and have ready for passage during next regular meeting, an proper Ordinance reflecting said increase and other fees associated with electric rates and charges.

The Council gave consideration to the possibility of a resolution to establish a mileage reimbursement rate more current with costs incurred while driving an employee's private vehicle to work-related meetings, etc. At present the City of Whittemore reimburses an employee \$0.275 per mile for said expenses. Motion was made by Setzer and seconded by Muller to increase the rate to \$0.35 per mile for reimbursement to an employee for use of their private vehicle when a city-owned vehicle is not available. Vote was all AYES; motion carried. The Clerk to prepare said resolution for adoption during next regular Council meeting.

In conjunction with the conditionally awarded Iowa Department of Economic Development Whittemore Housing Rehabilitation Grant, a "Housing Rehabilitation Committee" for the City was formed upon motions by Muller and Simonson and a unanimous vote of the Council. The committee to consist of the following Council members: Karl Setzer, Stuart Simonson and Craig Brownell.

The date, time and place of the next regular meeting is scheduled to be held on Monday, June 4, 2007 beginning at 5:30 P.M. in the Council Chambers of City Hall.

The Clerk was asked to send letters to several citizens regarding property clean-up, mowing, etc.

Councilman Simonson reported the landscaping projects proposed for the Swimming Pool have been approved by the Whittemore Betterment Committee and costs of these projects will be included in Betterment's budget for 2007.

Supt. Elbert relayed a concern from a citizen requesting a "Stop Ahead" sign be posted south of the Fifth and 210 Street intersection where a "STOP" is required. At this time no action was taken, but the Council feels some of the trees (evergreens, etc.) on the south side of 210 Street might possibly need to be trimmed back in order to make visibility better for drivers looking to the east from the Fifth Street stop, or to the west from the Fourth Street stop.

Due to scheduling conflicts and several other issues, it was announced that the Whittemore Little League has withdrawn from the Emmetsburg Little League program and returned to the Rolfe Recreation League, and they will again play ball during the month of June (only) in communities and at ballparks where they have played for the past several decades.

As instructed by Council, the Clerk has composed two job descriptions for cleaning of City properties (the Community Center and City Hall). Anyone interested in job bidding either or both of these properties should review the job description(s) and turn their sealed bids into City Hall anytime before 5:30 P.M. on Monday, June 4, 2007.

The Clerk reported putting together figures for a 48-hour period during which the City was eligible for disaster funding due to the snowstorm on February 28 through March 3, 2007. She stated applying for funding took place in Algona and after meeting with FEMA officials on April 19, the City of Whittemore will be receiving \$3,349.84 for (partial) reimbursement of expenses incurred during that snowstorm.

The upcoming meetings schedule was reviewed.

At 7:20 P.M. the Mayor and Council entered into CLOSED SESSION to review applications and appoint a part-time (permanent) Deputy City Clerk for the City of Whittemore.

The Council returned to OPEN SESSION at 8:00 P.M. Regarding the appointment of a Deputy City Clerk, no decision was made at this time (due in part to the absence of Councilperson Dahlhauser) and the Council called for a SPECIAL MEETING to be held on Wednesday, May 9, 2007 beginning at 11:30 A.M. to make this decision.

There being no further business, Mayor Elbert declared the May 7, 2007 regular monthly meeting adjourned at 8:05 P.M.

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

