

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

The Council of the City of Whittemore, Iowa met in regular session on Wednesday, September 5, 2007, at 5:30 P.M. in the Chambers of City Hall with Mayor Elbert presiding. Members present were Simonson, Dahlhauser, Setzer, Brownell and Muller. Absent: none. Others in attendance for all or a portion of the meeting included Richard Hopper, Andrea Thompson and Mike Elbert.

Richard Hopper, an engineer with Jacobson-Westergard & Associates in Estherville, was present to discuss with the Council structural and mechanical problems that have developed in the water treatment plant. An estimated \$15,000 will need to be spent by the City to reroute well lines and install a larger motor in order to repair problems being experienced by the facility. The City will continue to pursue grant funding in order to construct a new plant in the near future.

The correct minutes from the August 6, 2007 regular Council meeting were published in the August 23, 2007 edition of the *Whittemore Independent*. Motion was made by Simonson and seconded by Dahlhauser to accept the correctly published minutes of the August 6, 2007 Council meeting. Vote was all AYES; motion carried.

The Clerk-Treasurer's Financial Reports for the month of August, 2007 were reviewed. Following are the Receipts and Transfers for the month: General Fund \$35196.83; Electric \$37283.19; Gas \$27226.67; Water \$7006.65; Sewer Rental \$3563.80; Solid Waste \$4608.77; Payroll \$21265.19; Equipment \$2086.11; Special Account \$45.54; Trees Savings Account \$0.45; Playground Fund \$0.16; Project Share \$5.00; Community Center Savings Account \$160.00; Road Use Tax \$3880.39; Customer Deposit \$435.00; Special Assessment \$none; Library Improvement Savings Account \$none; Library Renovations Savings \$5.06; Library Regular \$455.10; Library Renovations Checking \$none; Community Enhancement \$200.00. Motion was made by Muller and seconded by Brownell to accept the August, 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 - \$16786.55
Total (all) employee wages – 14117.97
Total (all) contract labor – 556.50
Kossuth Co. Economic Development Corp., (3) County-wide Breakfast registration fees – 36.00
Qwest, telephone bills – 248.42
A T & T, long distance calling – 104.40
Advanta, credit card charges include shelving for inventory storage and meeting expenses at Library –
261.97
Treasurer, State of Iowa, sales taxes – 2278.05
Farmers State Bank, August ACH service fee – 5.00
State Library of Iowa, Public Library Management I meeting registration fee - 35.00
K-Mart, videos, cleaning supplies and program expenses - 199.80
Wood Magazine, 1 yr. (7 issues) subscription renewal - 23.00
Health, 1 yr. (10 issues) subscription renewal - 12.97
Country Books, 2007 Country Woman Christmas book - 28.98
Simple & Delicious, 2 yrs. (12 issues) subscription renewal - 24.98
Sandy Long, mileage and meals (meeting) reimbursements - 101.65
Janan J. Gillis, cleaning - 80.00
Mininet Inc., 1 yr. MARC Wizard cataloging subscription renewal - 189.00
Midwest Tape, videos - 24.14
Audio Editions, audio books - 167.80
Center Point Large Print, books - 38.94
Baker & Taylor Books, books - 609.50

Kossuth County Treasurer, drainage taxes - 15.00
 Northwest Communications, website hosting fee - 20.00
 Kossuth County Sheriff, fee for delivery of Notice to Abate Nuisance notice - 25.67
 Iowa Lakes Comm. College, website computer course registration fee - 90.00
 Stundahl's Cleaning Service, August cleaning at Community Center - 100.00
 NIACOG, 2nd monthly installment, CDBG – GENERAL Administration
 Rehabilitation Program – Local Match - 385.00
 Pool Tech, cartridge filter, pump pulsar booster, pole telescopic 12x24 - 726.09
 Pete Howe Industrial Inc., jet storm sewer line on 5th Street between Kossuth/Palo Alto - 880.00
 Horizon's Unlimited of PAC, sweatshirts/t-shirts for Swimming Pool fundraiser - 729.85
 Community Lumber Supply, materials to install new AC in Light Plant - 14.76
 Border States Electric, (3) hard hats, alum conduit, nylon web lanyard - 385.42
 Resale Power Group of Iowa, power purchased - 39,845.71
 Kossuth Regional Health Center, random drug testing (M. Lenz & B. Goodman) - 50.00
 CJ Cooper & Associates, random drug testing - 60.00
 Berninghaus Masonry, repair basement wall in Water Plant - 650.38
 Elbert Bros. Well Drilling Inc., labor & materials to relocate and hook up well
 water main in basement of Water Plant after basement wall fell - 901.86
 Dave Koppen Construction, repairs to water plant building – 1459.13
 Maguire Iron Inc., #9 of 12 payments for stand pipe replacement in Water tower - 1,977.50
 Share Corp., citronella deodorant at Sewer Plant - 160.37
 Resourceful Bag & Tag, 15000 YELLOW garbage bags @ \$0.11 each - 1,755.00
 Elbert Chevrolet Inc., August statement includes repair of P.S. cylinder on dump
 truck (\$75.00) and reprogramming 2003 pickup (\$315.70) - 390.70
 Tom Eischen Sales Inc., new chain and sharpening for chain saw - 25.00
 Mangold Environmental Testing, water/wastewater testing - 183.00
 A I Processors, UPS postage charges - 22.89
 ATC Cablevision, monthly Internet service charges at Library and City Hall – 79.65
 Supplies N'More, office supplies and a rubber stamp at Library - 34.81
 Printing Services Inc., office and computer supplies at Library and City Hall - 341.66
 Whittemore Independent, August publications - 206.75
 Iowa Utilities Board, FY 08 Estimated Remainder Assessment 1st Qtr - 167.00
 Iowa Association of Municipal Utilities, OQ misc fees, Gas Code books,
 NCISA (quarterly) Safety Dues - 427.63
 Schmitt Hardware, July/August statement including AC repairs at Library (\$375.25) - 416.29
 Knoer Industrial Supply, Garbage granular dumpster deodorant, Street marking
 paint, Light Plant pop-up towels - 443.90
 L & G Inc., repair catch basin (\$60.00); tree trimming (\$491.25); water main break
 Repair on 5th Street (\$1106.00) and water plant wall repair (\$255.00) - 1,912.25
 City of Whittemore, utilities – 2639.25
 City of Whittemore, \$328.54 petty cash expenses as: \$22.00 cleaning at City Hall; \$6.00 candy for Clerk's
 quarterly meeting; \$16.00 meal expenses for Clerk's meeting; \$15.00 wash city vehicles; \$69.53 Library
 postage; \$1.14 mail "Rehab" application to interested party; \$3.67 water samples postage; \$195.20 stamps.

The Clerk was asked to make income-vs-expense comparisons at the Swimming Pool after the 2007 season
 has been completed. There being no further discussion, motion was made by Brownell and seconded by
 Setzer to approve the above-listed claims for payment. Vote was all AYES; motion carried.

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

Kenneth E. Farrell: Remove existing landscaping on north side of home and place (in same area)
 concrete (approximately 4 cu yards). All work to be completed at 311 Broad Street.

Mel & Wilma Roeber: Residing of utility shed at 610 Seventh Street.

Craig Brownell: Attach a 34x50 addition to south side of house; first 20x34 will be additional living space and the next 30x34 will be garage. All work to be completed at 618 Seventh Street.

Whittemore Car Wash by Steve Kollasch: A red/white wood frame building (24x76) with steel siding (see attached photo/drawing) to be moved on to property at 322 Railroad Street, north of the Car Wash, situated east and west with the overhead door having a west entrance. The building would be used primarily for personal storage.

After review with Supt. Elbert, motion was made by Simonson and seconded by Dahlhauser to approve the above-listed applications for Builder's Permits. Vote was all AYES; motion carried.

The Clerk was instructed to take legal action against a former resident of Whittemore who has left a past-due account with Whittemore Municipal Utilities. All other delinquent accounts were reviewed and disconnects were ordered where allowed by law.

Resolution No. 2007-17, a resolution approving the Fiscal Year 2006-2007 City Street Financial Report was introduced. The annual report was reviewed by Council and upon motions by Setzer and Muller and a unanimous vote of those present, Resolution No. 2007-17 was declared adopted.

Resolution No. 2007-18, a resolution approving an application for tax abatement under the City of Whittemore Urban Revitalization Plan was introduced. The application, submitted by Craig and Debra Brownell, is for the 34x50 addition to the home on their property at 618 Seventh Street. Motion was made by Muller and seconded by Dahlhauser to approve Resolution No. 2007-18. Vote was all AYES; motion carried and Mayor Elbert declared Resolution No. 2007-18 duly adopted.

The Council reviewed and discussed a letter of information from City Attorney Brian Thul regarding procedures on citizen involvement during council meetings. The Council agreed the information was a good resource for future consideration, but no action was taken on the issue at this time. The Council thanks the City Attorney for his forethought in keeping the Council advised on such matters.

Motion was then made by Setzer and seconded by Brownell to approve an application for a five-day "Class B" Beer (BB) permit for Whittemore Betterment Committee for (their) 2007 OKTOBERFEST celebration planned for October 13 and 14. Roll was called and vote was as follows: AYES – Simonson, Dahlhauser, Setzer, Brownell, Muller. NAYS – none. Motion carried.

The Superintendent was instructed to collect license numbers of abandoned/junked vehicles being kept illegally on properties within the city limits; the Clerk to mail correspondence to said owners requesting their cooperation in removing identified vehicles within 30 days of the date of the letter. Further action will be taken (by the city) if there is no response to our request to clean-up abandoned/junked vehicles on properties located in Whittemore.

The date and time of the next regular meeting was set for Thursday, October 4, 2007 beginning at 5:30 in the Chambers of City Hall.

October 4, 2007 at 5:30 P.M. was also named as the date and time of a Public Hearing for the Council to consider submission of an application for a Community Development Block Grant requesting funding assistance for the construction of a new water treatment plant in Whittemore.

The Whittemore Rehabilitation Committee will conduct a meeting on Thursday, September 20 at 5:30 P.M. in the Chambers of City Hall. Committee members and Steve Wendt of the North Iowa Area Council of Governments will participate in the group's organizational meeting.

Councilman Simonson of the "Streets & Overall City Appearance Committee" reported on the following issues:

- The current Whittemore “CityScape” project has received a grant from Kossuth County’s Community Foundation and the group is considering remodeling existing street light poles in the downtown/business district to an antiquated state. Simonson handed out pictorial samples to the Mayor and Council and requested permission from the Council to continue pursuit of the project to remodel approximately 14 downtown/business district street light poles at no dollar cost to the City of Whittemore. The Council granted permission to allow the “CityScape” project to continue; city employees to assist with removal of the old street light pole arms and erection of the new when they are fitted to existing poles.
- Permission was also granted for Councilman Simonson to order the trees that will be used around the community in the 2008 Trees program.
- Councilman Simonson presented to the Council an idea the Betterment Committee would like to promote and use as its next fundraiser, that being removing the grassy area from Time Square II and installing pavers. The pavers will be sold by Betterment for approximately \$100 each and they will be engraved with family names, business names, etc. Again, there would be no cost to the city for the project except to bury deeper the existing underground electric line into the gazebo.

Election Day will be November 6, 2007 and the four-year terms of office for Laurie Dahlhauser, Karl Setzer and Donna J. Muller will each expire on December 31. Councilperson Laurie Dahlhauser formally announced that she would not be seeking re-election to the City Council. Karl Setzer and Donna Muller have both taken out Nomination Papers and both will be seeking re-election to the Council during the upcoming City Election.

The Council was informed there would be no compensation from EMC Insurance Companies for the collapse of the basement walls in the Water Plant.

The upcoming meetings schedule was reviewed. Supt. Elbert reported the city employees will be attending several continuing education classes throughout the upcoming fall months.

There being no further business to come before the Council, motion was made by Brownell and seconded by Setzer to adjourn the September 5, 2007 regular meeting. Vote was all AYES; motion carried. Mayor Elbert declared the meeting adjourned at 7:15 P.M.

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

