

State Center City Council  
Regular Meeting Minutes  
March 21, 2023

Mayor Pfantz opened the meeting at 6:30 p.m. Present were Mayor Pfantz, Councilors Darrow, Grant, Nichols, Shaffar and Quick. Absent: None. Also present were T. Hillers, K. Yates, J. Thomas, Z. Faught, P. Pitzen, J. Robinson, C. Davis, B. Pfantz and Julie Winter of Region 6.

- Mayor Pfantz opened the public hearing to hear comments for/against the proposed 2023 Kauffman grant awards as published in the Mid Iowa Enterprise March 2, 2023. There were no oral or written comments made. Mayor Pfantz closed the public hearing.
- Mayor Pfantz opened the public hearing to hear comments for/against the proposed \$52,500.00 CDBG tree replacement grant. Julie Winter summarized the application process and the use of funds if awarded. Mayor Pfantz stated that planting sites were being planned. There were no oral or written comments from the public. Mayor Pfantz closed the public hearing.
- Motion by Quick, 2<sup>nd</sup> by Grant to approve the consent agenda including Res. 23-49 Monthly Fund transfers in total amount of \$29,783.66. Motion passes 5-0 roll call.
- Robinson gave a brief report of Mediacom boring process.
- The clerk reported that there has not been any communication regarding the proposed brush dump site.
- Darrow moved to adopt Res. 23-50 approving payment of R/O project pay application to WRH in amount of \$7,125.00. Grant 2<sup>nd</sup>; Res. 23-50 is adopted 5-0 roll call.
- There was brief discussion of publishing job notices for a full-time public works employee and a part-time temporary mower position. Motion by Darrow, 2<sup>nd</sup> by Nichols that the clerk publish/post notice for a part-time, temporary mowing position at \$14.00/hour. Motion passes 5-0. Motion by Grant, 2<sup>nd</sup> by Nichols that the clerk publish/post notice for a full-time public works position, wage to be determined by qualifications including the acquisition of water and sewer certifications. Motion passes 5-0.
- There was discussion regarding rocking alleys but at this time there will be no change to the City's current policy.
- Chief Pfantz told council that the EMS.Fire project committee would be meeting with Studio Melee the next day for design progress. Shaffar and Nichols will attend that meeting. The clerk mentioned the deadline for getting the ballot question to the county auditor for bond vote is noon the day after the candidate filing period ends, about the 3<sup>rd</sup> week in September. She also mentioned that the LOST approval and designation question will need to be on the ballot as the current one will expire prior to the 2025 city election.
- Darrow moved to adopt Res. 23-53 approving of the \$52,500.00 CDBG-DR grant application. Shaffar 2<sup>nd</sup>; Res. 23-53 is adopted 5-0 roll call vote.
- The clerk reviewed the proposed FY24 budget with an overall city tax rate of \$13.17/1000. The residential rollback is changing from 56.49% to 54.65% which increases the rate needed to meet the city's obligations. She shared a departmental and fund comparison of revenues to expenses. Grant moved to adopt Res. 23-51 setting a public hearing for April 18<sup>th</sup> @ 6:30 p.m. to hear comments for/against the proposed FY24 budget with a total city property tax rate of \$13.17/1000.00 of taxable valuation. Darrow 2<sup>nd</sup>; Res. 23-51 is adopted 5-0 roll call.
- The department heads reviewed with council the proposed FY23 Budget Amendment #2. The proposed increase in total expenses and transfers is \$338,020.00 and is offset by grant revenue, reimbursement revenue and reserves. There is not an increase in property tax for this amendment. Quick moved to adopt Res. 23-52 setting a public hearing for April 18<sup>th</sup> at 6:30 p.m. to hear comments for/against the proposed FY23 Budget Amendment #2. Grant 2<sup>nd</sup>; Res. 23-52 is adopted 5-0 roll call.

- Blue Liquors & Tobacco Store has submitted a cigarette/tobacco/nicotine/vapor permit application. Motion by Darrow, 2<sup>nd</sup> by Grant to conditionally approve the permit upon the clerk's clarification of fees submitted. Motion passes 5-0. This establishment is planned for the closed Cissy's building.
- The clerk shared an informal quote for a ramp, landing and step configuration for the city hall front entrance. The quote is higher than expected and asked council to not consider the quote. Motion by Shaffar, 2<sup>nd</sup> by Nichols that the clerk look into the project further and seek advice of an engineer or architect. Motion passes 5-0.
- Motion by Shaffar, 2<sup>nd</sup> by Quick, approving the 2023 Kauffman grant award work to be done at the golf course (tree planting) and city parks. Motion passes 5-0.
- There was discussion regarding Blue Liquors & Tobacco Store. There are questions regarding the underground fuel tanks.
- There being no further business, the meeting adjourned at 7:45 p.m.

**CLAIMS APPROVED 3.21.23**

<b>VENDER</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
AIRGAS	CHEMICALS	59.82
ALLIANT	GAS UTILITY	2,998.03
ARNOLD MOTOR SUPPLY	VEHICLE MAINT	369.84
AT&T MOBILITY	SCPD WIRELESS	170.69
BARCO	SURVEY FLAGS/PAINT	1,015.15
BORDER STATE	ELECTRIC SUPPLY	414.09
CENTRAL IA DISTRIBUTING	GARBAGE BAGS	204.00
CBS VISA	CONF REG, OFFICE SUPPLY	588.76
CBS VISA	CONF REG, NAT SAF CODE	428.19
CGA	ENGINEERING	2,000.00
CORE & MAIN	POCKET TESTER	283.50
SCHOPPE CONSTRUCTION	ROCK HAUL	123.03
FASTENAL	VEH MAINT/TRAF CONTRL	225.34
FLETCHER-REINHARDT	ELECTRIC SUPPLY	2,157.66
HACH COMPANY	TREATMENT CHEMICALS	276.44
HAWKINS	TREATMENT CHEMICALS	306.75
HEIMAN FIRE EQUIPMENT	SAFETY EQUIPMENT	397.95
I&S GROUP	ENGINEERING	12,967.85
IA STATE RESV LAW OFFICERS	TRAINING	960.00
IOWA ONE CALL	LOCATES	72.00
JOHN DEERE FINANCIAL	LOADER, PROPANE	463.40
BECKY KIELLY	JANITORIAL SERVICES	275.00
KIESLER POLICE SUPPLY	AMMO	2,925.63
KNOXVILLE POLICE RESERVE	REIMBURSEMENT	2,210.71
MARTIN MARIETTA	CONC & ICE SAND	1,466.48
MCMASTER-CARR	SAFETY EQUIPMENT	386.45
MELEE LLC	DESIGN WORK	1,695.00
MENARDS	SUPPLIES/EQUIPMENT	151.98
MI PEST MANAGEMENT	PEST CONTROL	185.00
MID IOWA ENTERPRISE	PUBLICATIONS	360.57
MIDWEST BREATHING AIR	ANNUAL MAINT	541.83
MIKE WALTON	WINDOW CLEANING	55.00
NEW CENTURY FS	FUEL CHARGES	3,090.55
SAM NICKLOS	REBATE-MINI-SPLT	200.00
O'HALLORAN	HOSE HYD BK FRONT DRP	155.74
PARTNER COMM	PHONE/INTERNET	1,163.37
PETTY CASH FUND	REIMBURSEMENTS	40.89

BRAD PFANTZ	REBATE-REFRIG	50.00
POSTMASTER	UB POSTGE-APR-JUN '23	825.00
RANGEMASTERS	TRIPLE MAG CASE	37.79
SEI	MONITORING SERVICES	552.00
KEVIN STALZER	REBATE	15.00
STONE SANITATION	GARBAGE SERVICE	380.68
THE SHREDDER	SHRED SERVICE	360.00
JOHN THOMAS	REIMBURSEMENT	118.44
TRUCK EQUIPMENT	CUTTING EDGE ASSY	146.30
US CELLULAR	FIRE/EMS CELL	108.93
US CELLULAR	MONTHLY CHARGE	321.00
LUCAS VANDERFLIGHT	REIMBURSEMENT	518.59
XEROX CORPORATION	COPIER CONTRACT	31.44

**CITY SUB-TOTAL**

**44,851.86**

PREMIER	OFFICE SUPPLY	34.62
STATE CENTER	UTILITIES	386.23
ALLIANT	UTILITIES	522.78
DEMCO	OFFICE SUPPLY	58.72
MIDWEST TAPE	VIDEO	104.46
BAKER TAYLOR	BOOKS	485.91
PARTNER COMM	UTILITY	259.57
AMAZON	OFFICE	11.79
AMAZON	PROGRAM	223.60
BOOK PAGE	PERIODICALS	97.50
SEED SAVERS	PROGRAM	29.68
QUILL	OFFICE	129.90
QUILL	PROGRAM	33.99
ICN	OFFICE SUPPLY	5.12

**LIBRARY CLAIMS**

**2,383.87**

PAYROLL	03.03.23	38,517.68
PAYROLL	02.03.23	31,248.93
RPGI	PURCHASED POWER	95,195.27
THOMPSON, D	UTILITY REFUND	200.00
PSN	MONTHLY FEE	74.95
CASEY'S	PD FUEL	100.54
IDR	SALES/USE TAX	5,120.07
IDR	WET	2,397.37
ADVANTAGE ADMIN	MONTHLY FEE	52.50
ADVANTAGE ADMIN	HRA PAYOUTS	573.15

**MID-CYCLE CLAIMS PAID**

**173,480.46**

**TOTAL APPROVED BY COUNCIL**

**220,716.19**

**TOTAL CONSENT BY FUND**

GENERAL	33,202.44
ROAD USE	10,714.31
CAPITAL PRJ	3,120.00
WATER UTILITY	12,117.87
R/O PRJ	7,255.69
SEWER UTILITY	11,234.48
LAGOON PRG	4,287.16
ELECTRIC UTILITY	138,221.31
STORM SEWER	562.93

**TOTAL**

**220,716.19**

**FEB REVENUE BY FUND**

GENERAL FUND	14,443.01
ROAD USE	15,904.78
LOST	17,464.42
E'EE BENEFYIY LEVY	430.64
EMERGENCY LEVY	73.56
TIF	11.76
DEBT LEVY	420.94
WATER UTILITY	39,323.93
WATER IMPRV	3,936.86
R/O PRJ	97,294.00
SEWER UTILITY	18,112.72
SEWER IMPRV	10,704.19
ELECTRIC UTILITY	201,916.81
STORM WATER UTILITY	5,421.26
TOTAL	<b>425,458.88</b>

Craig Pfantz, Mayor

Attest:  
Lori Bearden, City Clerk