

State Center City Council

Regular Meeting Minutes

July 18, 2023

Mayor Pfantz opened the council meeting at 6:30 p.m. Present were Mayor Pfantz, Councilors Darrow, Grant, Nichols, Shaffar and Quick. Absent: None. Also present were L. Bearden, J. Thomas, J. Robinson, B. Pfantz, T. Hillers, C. Davis, Kohle Nieland, P. Pitzen and K. Yates.

- Motion by Darrow, 2nd by Nichols approving the consent agenda that includes an annual liquor license for the Road Hogs and the monthly transfer resolution in amount of \$26,836.14. Motion passes 5-0 roll call.
- The clerk received no response from UPRR to last week's progress inquiry.
- Chief Thomas is waiting for the correct IDNR representative to return communication regarding what can be put in place at the corner of 7th St and 1st Ave N to replace the guard rail that was destroyed. He is keeping in contact with Pastor Waterman. 25 mph speed signs nearing the intersection might be appropriate along with a warning sign with blinking yellow light.
- Motion by Quick, 2nd by Grant approving an agreement with Northland Securities in amount not to exceed \$8,000.00 for municipal advisory services in preparation of the lagoon project SRF loan. Part of these costs will be refunded by SRF. Motion passes 5-0.
- At the earlier Fire Station project committee meeting, a special council meeting was set for July 25 at approximately 8 p.m. after the interviewing of construction managers for the purpose of evaluating the managers. Motion by Darrow, 2nd by Nichols to approve an agreement with Northland Securities to maneuver through the bond sale and property tax implication process before and after the election. There is not a specific amount listed for this service as it will depend upon the outcome of the election. Services covered are specified in the agreement. Motion passes 5-0. Motion by Quick, 2nd by Grant approving a possible bond rating application. Motion passes 5-0.
- There was further discussion regarding adding property maintenance chapters to the city code of ordinances. These would provide for standards and penalties. Chief Thomas and Atty. Hillers will work on a draft for council to consider in August.
- Chief Thomas discussed a vacant building permitting and rules chapter for the city code of ordinances. He and Atty. Hillers will work on a draft for consideration at the August meeting.
- Darrow moved to adopt Res. 24-02 rescheduling the public hearing set for this month for the proposed annexation to August 15th at 6:30 p.m. at State Center City Hall. Grant 2nd; Res.24-02 is adopted 5-0 roll call.
- Quick moved to adopt Res. 24-03 requesting the Marshall County Board of Supervisors to set a date for an election on the imposition of a local option sales and services tax in the City of State Center. The city currently has this tax but it sunsets July 1, 2025, prior to the 2025 city election. Darrow 2nd, Res. 24-03 adopted a 5-0 roll call.
- Grant moved to adopt Res. 24-04 approving the annual property/liability/work comp insurance policy in amount of \$138,237.00 which includes a separate electric plant boiler and machinery policy. Darrow 2nd. The clerk and Chief Pfantz spoke regarding the significant amount of increase from last year. This is due in some extent to the rise in the cost of insurance but more so the major increase in valuation of many city buildings. The policy does reflect some reduction in cost due to the city going to a high deductible of \$10,000.00. The clerk intends to set funds aside to prepare for such a need. Res. 24-04 adopted 5-0 roll call.
- Motion by Darrow, 2nd by Grant approving a claim in amount of \$4,747.03 to Crawford Trenching for the final work at the golf course. Motion passes 5-0.
- The clerk has received two responses of the four RFPs sent out for a new copier. Koch and Access returned proposals. The clerk and deputy clerk believe the Access proposal best fits the needs of the city. Motion by Grant, 2nd by Quick approving the clerk to purchase the copier from Access including the monthly service contract. The copier will cost \$4,646.00 installed and with orientation, the monthly service contract will be \$45.50/mo. Motion passes 5-0.
- There was discussion regarding providing a letter of support to Partner Communications for their broadband grant application. Motion by Grant, 2nd by Darrow that the city provides a support letter. Motion passes 5-0.

- There being no further business, motion by Darrow, 2nd by Grant to adjourn at 7:40 p.m. Motion passes 5-0.

CLAIMS APPROVED 7.18.23

VENDER	DESCRIPTION	AMOUNT
AIRGAS	CHEMICALS	63.10
ALLIANT	NATURAL GAS UTILITY	788.97
APPLIED CONCEPTS	ANTENNA CABLES	361.00
ARNOLD MOTOR SUPPLY	VEHICLE MAINT SUPPLIES	232.86
ASTRA SECURITY	SURVEILLANCE EQUIPMENT	2,159.00
AT&T MOBILITY	SCPD WIRELESS	170.65
B&B TRANSFORMER	3-PHASE SOLOMON SER	7,995.00
BDH TECHNOLOGY	DOMAIN RENEW/SERVER ELECTRIC DISTRIB	3,128.45
BORDER STATE CENTRAL IOWA DISTRIBUTING	MATERIAL	2,340.67
	JANITORIAL SUPPLY	49.00
CENTRAL STATE BANK	GOOGLE STE, TRAINING,TONER	1,541.52
CENTRAL STATE BANK	HITCH MNT PLATE ATTACH	123.98
CROP RITE	2,500 GAL 2, 4-D LV6, 2X2.5s FLUSH VALVE & SINK	99.38
DAKOTA SUPPLY GROUP	FAUCET	474.91
DITCH WITCH	AUTO MAINTENANCE/REPAIR	772.60
FASTENAL	YELLCAUTTAPE-FOR Rfes CONNECTORS, CREDIT-	315.37
FLETCHER REINHARDT	BLADE	86.43
GRIMES ASPHALT & PAVING	COLD MIX	1,038.00
HAWKINS	CHEMICALS	268.50
HIGHER VIEW ENTERPRISES	FORKLIFT	15,000.00
HOMETOWN FOODS	JANITORIAL SUPPLY	10.99
I&S GROUP	ENGINEERING SERVICES ISEP-JUL-SEPT QTRLY	2,910.10
IAMU	TRAINING	681.00
IOWA CO. ATTORNEYS ASSOC	IOWA ACTS-REG JON THOMAS	75.00
IOWA DNR	FY24 PUBLIC WATER PERMIT	153.05
IOWA LEAGUE OF CITIES	ANNUAL DUES	1,143.00
IOWA ONE CALL	LOCATES	38.70
IRUA	WATER USAGE	10,661.24
IRBY	MISC MAINT SUPPLIES	6,482.00
IRON MOUNTAIN	SHREDDING SERVICES	107.67
JOHN DEERE FINANCIAL	TABLES/CHAIRS, BATTERIES	2,159.28
BECKY KIELLY	JANITORIAL SERVICES	275.00
KIESLER POLICE SUPPLY	AMMO	2,239.97
LEDFORD TREE & LAWN	2 TREES	700.00
MARSHALL CO EMA	FY24 EMA SUPPORT	3,518.20
MARTIN MARIETTA	ROCK	233.31
MCMASTER-CARR	LOOP CLAMPS/DRILL BITS	180.35
MELBEE LLC	DESIGN WORK	1,695.00
MENARDS-AMES	JANITORIAL SUPPLY	12.99
MENARDS - MARSHALLTOWN	FIRE & EMS SUPPLIES	28.75
MENARDS - MARSHALLTOWN	AUTO MAINT & BLDG SUPPLIES	466.14
MICROBAC LAB	MISC WATER TESTING	427.00
MID IOWA ENTERPRISE	PUBLICATIONS	552.14
MIKE WALTON	WINDOW CLEANING REIMBURSE SHELTER	55.00
RUTH MILDER	RENTAL	50.00
MOMAR	MOSQUITO CONTROL	3,113.61
NEW CENTURY FS	FUEL CHARGES	3,146.80

NORTHLAND SECURITIES	ANNUAL DISCLOSURE FY23	1,250.00
PARTNER COMM	PHONE/INTERNET	1,159.39
PETTY CASH FUND	REIMBURSEMENT	44.26
RANDY'S PEST CONTROL	PEST CONTROL	185.00
SEI	SERVICE/LABOR	478.29
STAPLES CREDIT PLAN	OFFICE SUPPLY	261.24
SCDA	MUSEUM & MAIN ST SUPPORT	1,000.00
SCDA	MAIN ST IOWA SUPPORT FY24	16,000.00
STONE SANITATION	GARBAGE SERVICES	380.68
T&R ELECTRIC	SINGLE PHASE PAD MOUNT	20,002.33
US CELLULAR	EMS/FIRE CELL	108.93
US CELLULAR	PHONE/IPAD CHARGES	315.93
WESCO DISTRIBUTING	CONNECT/DIST SUPPLIES	12,970.03
CITY SUB-TOTAL		132,281.76
DICK'S FIRE EXTINGUISHER	INSPECTION	209.00
RK DIXON	OFFICE	56.11
MARSHALL CO EXTENSION	PROGRAM	120.00
TRI-STATE LOCK SERVICE	LOCK INSTALL	2,050.00
HOMETOWN FOODS	PROGRAM	67.43
M. EDLER	OFFICE	19.78
TRANSPARENT LANGUAGE	DATABASE	540.00
XEROX	OFFICE	44.50
CRAWFORD TRENCHING	BLDG REPAIR	445.00
TIMES REPUBLICAN	SUPSCRIPTION	215.80
RAINBOW HEARTLAND	SWING	95.00
OVERDRIVE	DIGITAL SUBSCRIP	592.11
MENARDS	OFFICE/PROGRAM	73.50
MIDWEST TAPE	VIDEO	230.13
BAKER TAYLOR	BOOKS	742.44
BLACK TIRE BIKES	LIBRARY OF THINGS	149.90
JONATHON MAY	PROGRAM	280.00
EMERSON TAYLOR	PROGRAM	450.00
TWISTED BO-KAY	PROGRAM	425.00
STATE CENTER	UTILITY	387.14
HAPPY FACES ENT	PROGRAM	250.00
PARTNERCOM	TELECOMMUNICATION	258.01
STATE CENTER	UTILITY	494.69
ALLIANT	UTILITY	46.71
BDH	OFFICE	26.25
LAURA KEYS HISTORIC	PROGRAM	500.00
ICN	TELECOMMUNICATION	17.59
BLANK PARK ZOO	PROGRAM	450.00
LIBRARY CLAIMS		9,236.09
PAYROLL	06.23.23 REGULAR	29,842.52
PAYROLL	06.28.23 MOWER	572.69
PAYROLL	06.28.23 LIFEGUARD	626.73
PAYROLL	07.07.23 BOOT/CLOTHING	2,475.95
PAYROLL	07.07.23 REGULAR	40,277.80
RPGI	PURCHASED POWER	95,500.83
PSN	MONTHLY FEE	84.90
EMS OPERATIONS	4TH QTR EXP	1,284.92
ROSE GARDEN/PARK	4TH QTR EXP	5,148.17
ADVANTAGE ADMIN	MONTHLY FEE	52.50
HRA CLAIMS	CLAIMS PAID	450.95
UMB BANK	3RD ST NW LOAN FEE	250.00
CASEY'S FUEL	PD FUEL	237.44

MID-CYCLE CLAIMS PAID
TOTAL APPROVED BY COUNCIL

176,805.40
318,323.25

TOTAL CONSENT BY FUND

GENERAL	73,239.58
ROAD USE	14,030.32
CAPITAL PRJ	250.00
WATER UTILITY	2,480.33
R/O PRJ	20,947.88
SEWER UTILITY	7,194.57
LAGOON PRJ	2,124.77
ELECTRIC UTILITY	197,561.81
STORM SEWER	493.99
TOTAL	318,323.25

JUNE REVENUE BY FUND

GENERAL FUND	69,018.17
ROAD USE	21,824.11
LOST	16,131.06
E'EE BENEFY LEVY	781.40
EMERGENCY LEVY	133.49
TIF	8.94
DEBT LEVY	763.13
WATER UTILITY	39,956.06
WATER IMPRV	3,875.17
R/O PRJ PROCEEDS	57,094.00
SEWER UTILITY	18,195.49
SEWER IMPRV	10,707.84
ELECTRIC UTILITY	153,513.13
STORM WATER UTILITY	5,655.99
TOTAL	397,657.98



Craig Pfantz, Mayor

Harlan Quack

Attest:



Lori Bearden, City Clerk