

State Center City Council  
Regular Meeting Minutes  
September 17, 2024

State Center City Council met in regular session on Tuesday, August 20, 2024, in the City Hall Council Room. Mayor Protem Quick called the meeting to order and asked everyone to rise for the Pledge of Allegiance. Roll Call: Mayor Protem Quick, Councilors: Nichols and Grant. Absent: Mayor Pfantz, Councilors Darrow and Shaffar. Others present: Taylor Johnson, P. Pitzen, J. Toyne, Chief Thomas, Chris Davis, Kohle Nieland - CGA, Chief Pfantz, Robyn Hobbs, Deputy Clerk Yates, Mike Kielly and several Fire/EMS members.

- There were no general public comments or questions.
- T. Johnson with Bowman and Miller reviewed the recently completed FY24 Audit. This audit covered both financial transactions and procedures. He reviewed each fund balance and reasons for any significant changes. The audit will be able to be viewed by the public at the Iowa Auditor of State Office: <https://www.auditor.iowa.gov/reports/audit-reports>.  
The city is in good financial condition and the city has done a very good job following statutes and procedures. Grant moved to adopt Res. 25-16 accepting the FY24 audit as presented and approving payment to Bowman and Miller in the amount of \$17,850.00. Nichols 2<sup>nd</sup>; Res. 25-16 is adopted 3-0 roll call.
- Motion by Grant, 2<sup>nd</sup> by Nichols approving the consent agenda including Res. 25-17 monthly transfers in amount of \$23,890.41. Motion passes 3-0 roll call.
- Nichols moved to adopt Res. 25-20 approving the newest agreement with Studio Melee in the total amount of \$5,280.00. This consists of \$1,760.00 to prepare estimated cost of project prior to the election at which voters will vote on the 1.5 million bond and \$3,520.00 for Construction Manager at Risk selection if the bond passes. Grant 2<sup>nd</sup>, Res. 25-20 passes 3-0 roll call.
- Nichols moved to adopt Res. 25-19 approving the disposal of a used electric dept. directional drill. Grant 2<sup>nd</sup>; it is estimated to bring \$17,000 – \$20,000 and will be listed on govdeals.com. Res. 25-19 is adopted 3-0 roll call.
- Grant moved to adopt Res. 25-22 adopting the Electric Transmission and Distribution Inspection and Maintenance Program. Nichols 2<sup>nd</sup>; Res. 25-22 adopted 3-0 roll call.
- The solar feasibility is not back from Shermco so was not discussed.
  - Grant moved to adopt Res. 25-21 approving the addition of paragraph 3.3(9.5) Reconections to the State Center Electric Utility Operating Policy. This sets parameters for reconnection power when it has been disconnected. Nichols 2<sup>nd</sup>; Res. 25-21 is adopted 3-0 roll call.
- An email from N. Frederiksen was shared updated status of R/O and lift station projects. The R/O is still waiting on the surge protector.
- K. Nieland gave an update on the 6<sup>th</sup> St NW water/sewer project. There has been unexpected expense with an unknown manhole that needs to be raised. Otherwise, the project is going as expected.
- Chris Davis asked the council to be credited for water that would be needed for the tile repair area that has been seeded extending into her rear yard. There was some discussion regarding fault and past city practice. Motion by Quick, 2<sup>nd</sup> by Nichols to table her request until the October 15<sup>th</sup> meeting. Motion passes 3-0. She will be given an outdoor meter at city expense to track the water so that sewer charge can be removed from her bill until it is discussed and a final decision on the water charge made.
- Kielly reviewed statuses of current/planned projects. He proposed that the city lease the Schoppe Addition land to Ron Veren for \$285.00/acre. Motion by Grant, 2<sup>nd</sup> by Nichols to have an agreement drawn up for a year-to-year lease at \$285.00/acre. Motion passes 3-0.
- Motion by Grant to adopt Res. 25-18 accepting the FY24 Street Finance Report as prepared. Nichols 2<sup>nd</sup>; Res. 25-18 is adopted 3-0 roll call.
- Motion by Nichols to adopt Res. 25-23 accepting the FY24 Annual Urban Renewal Report as prepared. Grant 2<sup>nd</sup>; Res. 25-23 is adopted 3-0 roll call.
- Motion by Nichols, 2<sup>nd</sup> by Grant to approve request from SCDA to close Main St from the Eckhardt building to the depot on Sept. 27<sup>th</sup> from 4:30 to 6:30 p.m. for the Fall Festival. Motion passes 3-0.
- Motion by Grant, 2<sup>nd</sup> by Brett to allow the clerk to earn back vacation that she has used while helping the City of Zearing while they are without a clerk. Motion passes 3-0.
- Motion by Grant, 2<sup>nd</sup> by Nichols to set “Trick or Treat” on Thursday, Oct. 31 from 5 to 7 p.m. Motion passes 3-0.
- The clerk shared the submitted FY24 Outstanding Debt report, no action needed.
- There being no further business, the meeting adjourned at 7:27 p.m.

VENDER	DESCRIPTION	AMOUNT
1ST AYD	PUBLIC WORKS SUPPLY	81.25
ACCESS SYSTEMS	COPIER CONTRACT	158.44
AIRGAS	CYLINDER RENT	95.58
ALLIANT	GAS UTILITY	740.40
ARNOLD MOTOR	VEHICLE SUPPLIES	806.77
ASTRA SECURITY	PD SECURITY	3,084.00
AT&T MOBILITY	SCPD WIRELESS	294.52
BORDER STATES	COUPLER TRANSMITTER	487.15
CARDIO PARTNERS	EMS SUPPLY/MAINT	426.00
CENTRAL IA DISTRIBUT	JANITORIAL SUPPLY	161.00
CENTRAL IA DUST	DUST CONTROL	1,890.00
CSB VISA	SUPPLY/TRAINING	1,363.76
CIT SEWER SOLUTIONS	SEWER JETTING	4,333.54
CLAPSADDLE-GARBER	ENGINEERING	6,851.00
CONTINENTAL RES CORP	ELEC PLANT MAINT	305.41
CORE & MAIN	WATER MAIN MAINT	115.53
CREATIVE PROD SOURCE	PD EVENT SUPPLY	852.46
DAKOTA SUPPLY GRP	STORM SWR MAINT	987.57
DITCH WITCH	DIRECTIONAL DRILL	167,122.81
FLETCHER-REINHARDT	ELEC PLANT SUPPLY	580.21
FROHWEIN TIRE INC	PW TIRE REPAIR	158.75
HAWKINS	TREATMENT CHEMICALS	155.03
HILLERS LEGAL	LEGAL FEES	828.84
HOMETOWN FOODS	CITY HALL SUPPLY	8.58
IEMSA	ANNUAL DUES	200.00
IA DEPT OF NAT RES	ANNUAL NPDES PERMIT	210.00
IPI	UNIFORMS/BUS. CARDS	317.50
IRUA	PURCHASED WATER	10,374.11
JOHN DEERE FINANCIAL	PW/ELEC SUPPLY	88.46
BECKY KIELLY	JANITORIAL SERVICES	275.00
LEDFORD TREE SERV	TREE REMOVAL	350.00
MARSHALL CO	TRANSMIS./PARCEL TAX	12,822.00
MARTIN MARIETTA	ROCK	762.89
MAUER SUPPLY INC	PW EQUIPMENT REPAIR	162.51
MCMASTER-CARR	ELEC PLANT MAINT	234.86
MENARDS-AMES	CITY HALL SUPPLY	10.98
MENARDS-MARSHALLTO	ELEC DISTRIB SUPPLY	2.67
MICROBAC LABS	WATER TESTING	1230.39
MID-IOWA ENTERPRISE	PUBLICATIONS	174.99
MIDWEST RADAR	PD RADAR EQUIP	82.00
MIKE WALTON	WINDOW CLEANING	55.00
NEW CENTURY FS	FUEL CHARGES	2,521.99
PARTNER COMMUN	PHONE/INTERNET	1,173.45
PETTY CASH FUND	POSTAGE/SUPPLY	99.95
PRAIRIE WASTE	GARBAGE SERVICE	380.68
RANDY'S PEST CONTROL	PEST CONTROL	185.00
REGION 6 RESOURCE	CDBG ADMIN	3,258.00
ROOSTER CONCRETE	STORM SWR MAINT	2,000.00
SHERWIN-WILLIAMS	STREET PAINT	3,196.48
BRIAN TITUS	AC REBATE	250.00
US CELLULAR	FIRE/EMS CELL	108.93
US CELLULAR	PHONE/IPAD CHARGES	453.78

LISA OR JOE WAKEFIELD	APPLIANCE REBATE	150.00
WEUVE T'S INC	TRUCKING ROCK	266.31
Z LINE LTD	MOWER REPAIR PARTS	183.75
	<b>CITY SUB-TOTAL</b>	<b>233,470.28</b>
	<b>LIBRARY CLAIMS</b>	<b>0.00</b>
	NONE REPORTED	
	<b>MID CYCLE CLAIMS</b>	
PAYROLL	08.16.24	28,831.55
PAYROLL	08.30.24	28,782.82
PAYROLL	09.13.24	41,652.33
IDR	WET	2,430.50
IDR	SALES/USE TAX	4,829.43
ADVANTAGE ADMIN	MONTHLY FEE	47.25
RPGI	PURCHASED POWER	122,906.50
M FLEMING	DEPOSIT REFUND	54.79
LINCOLN VAL. MEN'S	2023 KAUFFMAN	337.09
LINCOLN VAL. MEN'S	2024 KAUFFMAN	187.91
GUTEKUNST LIBRARY	2024 KAUFFMAN	1,325.00
PSN	MONTHLY FEE	74.95
	<b>MID-CYCLE CLAIMS PAID</b>	<b>231,460.12</b>
	<b>TOTAL CONSENT APPROVAL LIST</b>	<b>464,930.40</b>
	<b>TOTAL CONSENT BY FUND</b>	
GENERAL		31,756.00
ROAD USE		12,882.71
CAPITAL PRJ		681.60
KAUFFMAN		1,850.00
WATER UTILITY		35,679.95
SEWER UTILITY		21,871.10
ELECTRIC UTILITY		354,310.66
STORM SEWER		5,898.38
	<b>TOTAL</b>	<b>464,930.40</b>
	<b><u>AUGUST REVENUE BY FUND</u></b>	
GENERAL FUND		15,456.58
ROAD USE		14,952.67
LOST		16,939.53
WATER UTILITY		38,992.68
WATER IMPRV		5,068.21
SEWER UTILITY		26,191.40
SEWER IMPRV		10,004.82
ELECTRIC UTILITY		264,856.66
STORM WATER UTILITY		5,559.04
	<b>TOTAL</b>	<b>398,021.59</b>

Harlan Quick, Mayor Protem

Attest:

Lori Bearden, Clerk