

State Center City Council
Regular Meeting Minutes
October 17, 2023
State Center City Hall

Mayor Pfantz opened the council meeting at 6:30 p.m. Present were Quick, Darrow, Grant, Nichols, and Shaffar. Absent: None. Also present were L. Bearden, K. Yates, J. Thomas, Jesse Toyne, P. Pitzen, B. Pfantz, T. Hillers, C. Davis, Melissa Waterman, and Patti Hilleman.

Motion by Darrow, 2nd by Grant to amend the agenda by moving the closed session and any related action to the end of the agenda. Motion passes 5-0.

Motion by Darrow, 2nd by Grant approving the consent agenda including Res. 24-12 missed numbered as 24-13 on agenda) monthly transfer resolution totaling \$35,001.65. Motion passes 5-0 roll call.

Taylor Johnson with Bowman & Miller reviewed the completed FY23 Audit Reports. Quick moved to adopt Res. 24-15 approving the audit report. Nichols 2nd; Res. 24-15 adopted 5-0 roll call vote.

Darrow moved to adopt Res. 24-13 approving the FY23 IDOT Street Finance Report. Nichols 2nd; Res. 24-13 adopted 5-0 roll call.

Quick moved to adopt Res. 24-16 approving the FY Annual Urban Renewal Report. Grant 2nd; Res. 24-16 adopted 5-0 roll call.

Motion by Quick, 2nd by Darrow to approve the liquor license for Blue Liquor Tobacco conditionally upon the clerk getting measurements on the map submitted. Motion passes 5-0.

Motion by Quick, 2nd by Darrow that the proposed Ordinance 380, an ordinance amending Chapter 137 of the Code of Ordinances of the City of State Center, Iowa in order to vacate certain alleys and convey said property to adjoining property owners as described be given its first reading for passage. The alley being vacated runs east/west beginning between the city water plant and the city tennis court and runs east to the end of that block. The ordinance in its entirety is available at City Hall. Motion passes 5-0 roll call. Motion by Darrow, 2nd by Nichols to waive the second and third readings of Ordinance 380. Motion passes 5-0 roll call. Motion by Quick, 2nd by Darrow to adopt Ordinance 380 at this time and to become effective upon signing and publication. Motion passes 5-0 roll call. The city attorney will prepare the quit claim deeds.

After discussion, a special council meeting is set for Tuesday, October 24th, 6:30 p.m. for discussion of economic development and electric department personnel.

Motion by Nichols, 2nd by Grant approving payment in amount of \$800 to Todd Kifer, reimbursement for purchase of two "fire cabinets" for public works storage of flammable materials. Motion passes 5-0.

An electric report was submitted by J Toyne.

P. Pitzen reported on public works activities.

There was brief discussion regarding the corner of 1st Ave N and 7th St NW. An engineer with Snyder, the city attorney and representatives of the church were present to discuss options. It will likely be a couple months before the engineer provides a plan for abating the danger to the parsonage.

Appointing a public safety officer was discussed for the purpose of making sure all city departments are compliant with OSHA safety regulations. After discussion it was decided that starting with an all-employee meeting to review urgent risks in the different departments, we will continue forward with frequent meetings of department heads to monitor progress in correcting instances of non-compliance. There is urgency in becoming compliant as the city will be subject to spontaneous inspections for at least a 3-year period.

B. Pfantz reminded council that a second public meeting regarding the proposed Fire/EMS building project is Thursday, October 26th, 6 p.m. at the City Hall Community Room. He would appreciate support from the council.

At 7:07 p.m., Nichols moved to enter closed session pursuant to Iowa Code 21.5 c. To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent

where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

Motion by Darrow, 2nd by Grant to re-enter open session at 7:25 p.m.

Motion by Shaffar, 2nd by Quick to adopt policy that no city employee shall enter any excavation more than 5 feet deep without a trench box having been installed, effective immediately. There was discussion regarding purchasing one and until such point that it arrives, one will be rented for use if necessary. It was also noted that the box must have an ingress/egress ladder. Motion passes 5-0 roll call.

There being no further business, Motion by Nichols, 2nd by Grant to adjourn. Motion passes 5-0.

CLAIMS APPROVED 10.17.23

VENDER	DESCRIPTION	AMOUNT
1st AYD CORPORATION	FIRST AID/SAFETY SUPPLY	296.69
ACCESS SYSTEMS	COPIER CONTRACT	136.50
AIRGAS	CHEMICALS	88.28
ALLIANT	GAS UTILITY	473.66
APPLIED CONCEPTS	PD ANTENNA CABLES	361.00
ARNOLD MOTOR SUPPLY	VEHICLE MAINTENANCE	668.11
ASTRA SECURITY	SERVICE - WATER DEPT	180.00
AT&T MOBILITY	PD WIRELESS	170.63
BORDER STATE	ELECTRIC DISTRIB SUPPLY	769.54
BROCKMAN EXCAVATING	HAUL ROCK - WATER LINE BREAK	435.00
OCG SAFETY GEAR	SAFETY GEAR	1,096.99
CSB VISA	OFFICE SUPPLIES/GOOGLE SUITE	338.85
CLAPSADDLE-GARBER	FEMA DERECHO SHED REVIEW	364.00
CORE & MAIN	LOCATOR	1,193.27
DAHL AIR CONDITIONING	CITY HALL UNIT REPAIR	1,263.60
DAKOTA SUPPLY GROUP	ELECTRIC DISTRIB SUPPLY/REPAIR	632.55
DEAN SCHOPPE CONST	PUBLIC WORKS HAUL ROCK	257.74
DESERT SNOW	WORKSHOP	713.90
ECKHARDT ENTERPRISES	WORK COMP PREMIUM AUDIT	639.00
FASTENAL	SAFETY GLASSES	13.50
FLETCHER-REINHARDT	ELECTRIC DISTRIB SUPPLIES	3,564.59
GEHRKE QUARRIES	PUBLIC WORKS ROCK	550.61
HILLERS LEGAL	LEGAL FEES	2,475.00
HOME RENTAL CENTER	CHAIN SAW SUPPLY/TREES	459.99
HOMETOWN FOODS	SAMPLING SUPPLY	6.78
I&S GROUP	ENGINEERING FEES	11,327.26
IAMU	SAFETY TRAINING	2,199.00
IOWA DNR	ANNUAL WATER USE FEE 2024	115.00
IA LAW ENFORCE ACADEMY	EVAL-L THOMAS	150.00
IOWA ONE CALL	LOCATES	76.50
IA REGIONAL UTIL ASSOC	PURCHASED WATER - 3,583,000 GAL	12,827.14
IRON MOUNTAIN	SHREDDING SERVICES	121.03
ITRON INC	ANNUAL MAINT/SUPPORT	2,145.43
JOHN DEERE FINANCIAL	TOOLS	23.97
BECKY KIELLY	JANITORIAL SERVICES	275.00
LEDFORD TREE & LAWN	TREE REMOVAL	1,500.00
MARSHALL CO LANDFILL	FY23-24 1ST HALF	2,782.00
MARTIN MARIETTA	ROCK - WATER LINE BREAK	957.19
MELEE LLC	FIRE STATION DESIGN WORK	678.00

MENARDS	PUBLIC WORKS SUPPLY	726.52
MICROBAC		
LABORATORIES	TESTING	672.00
MID IOWA ENTERPRISE	PUBLICATIONS	71.98
MIKE WALTON	WINDOW CLEANING	55.00
MUNICIPAL MGMT CORP	ISOLATE LEAK	600.00
NEW CENTURY FS	FUEL CHARGES	3,709.45
PARTNER COMM	PHONE/INTERNET	1,367.17
RANDY'S PEST CONTROL	PEST CONTROL	185.00
STELLA-JONES CORP	ELECTRIC CAPITAL OUTLAY	20,934.55
TYLER BUSINESS FORMS	BANK CHECKS	330.00
US CELLULAR	FIRE & EMS CELL	108.93
US CELLULAR	PHONE/IPAD CHARGES	315.17
WESCO DISTRIBUTING	ELECTRIC SUPPLIES	5,116.70
XEROX	COPIER CONTRACT	33.50
CITY SUB-TOTAL		86,553.27

**GUTEKUNST CLAIMS
PAID**

DUSTY HILL FARM	BLDG/GROUNDS	18.00
T. MEYER	SCANNER REIMBURSEMENT	3,699.00
PREMIER	OFFICE SUPPLY	25.58
ICN	TELECOMMUNICATION	5.02
CITY OF STATE CENTER	UTILITIES	412.69
XEROX	OFFICE	44.50
NMIDWEST TAPE	VIDEO	27.99
BAKER TAYLOR	BOOKS	719.57
GUTEKUNST SUBTOTAL		4,952.35

PAYROLL	09.29.23	33,279.33
PAYROLL	10.13.23	36,889.41
MARSHALL CO TREAS	GOLF COURSE TAXES	6,712.00
RPGI	PURCHASED POWER	102,578.54
PSN	MONTHLY FEE	74.95
IDR	SALES/USE TAX	7,054.38
IDR	WET	2,616.27
KAUFFMAN	AWARD DISTIB	991.84
ADVANTAGE ADMIN	MONTHLY FEE	52.50
ADVANTAGE ADMIN	HRA CLAIMS	599.60
CASEY'S FUEL CARD	PD FUEL	117.72
MID-CYCLE CLAIMS PAID		190,966.54
TOTAL APPROVED BY COUNCIL		282,472.16

**TOTAL CONSENT BY
FUND**

GENERAL	44,256.21
ROAD USE	8,663.76
CAPITAL PRJ	678.00
KAUFFMAN	991.84
WATER UTILITY	30,339.02
R/O PRJ	7,124.76
SEWER UTILITY	11,017.03
LAGOON PRJ	4,202.50
ELECTRIC UTILITY	174,698.06
STORM SEWER	500.98
TOTAL	282,472.16


SEPT REVENUE BY FUND

GENERAL FUND	10,469.38
ROAD USE	21,782.38
E'E BENEFIT LEVY	535.50
EMERGENCY LEVY	97.24
LOST	17,108.48
DEBT SERVICE LEVY	635.18
KAUFFMAN INVESTMENT	6,216.08
WATER UTILITY	42,868.63
WATER IMPRV	5,339.67
SEWER UTILITY	18,718.69
SEWER IMPRV	11,371.41
ELECTRIC UTILITY	228,955.97
STORM WATER UTILITY	5,777.19
TOTAL	369,875.80



Craig Pfantz, Mayor

Attest:



Lori Bearden, City Clerk