

State Center City Council  
Regular Meeting Minutes  
November 21, 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: Atty. Hillers. Also present were L. Bearden, K. Yates, J. Thomas, Jesse Toyne, P. Pitzen, C. Davis, and Melissa Waterman.

Mayor Pfantz opened a public hearing to hear comments on a \$1,143,820.00 IEDA Water & Sewer Fund application for wastewater lift station improvements. The City of State Center needs to be able to properly treat all wastewater treatment flows. The city has had to bypass the lift station during peak flow events. During these bypass events untreated wastewater is discharged into the local public stream. The lift station does not have the hydraulic capacity to pump all flows. The project includes demolition of the current lift station and constructing a new larger capacity facility. The IDNR expects every city to have treatment system capacity to treat all wastewater flows. The project includes replacing the lift station at an estimated cost of \$1,163,820. The project timeline includes –

- Submit CDBG application on 1/1/24 for \$500,000,
- Receive CDBG funding announcement in March 2024,
- Bid construction work as early as Summer 2024, and
- Complete project by 12/31/25.

The SRF loan program will provide \$663,820 for this construction project. The City is on a required completion timeline from the DNR for the lift station project. The above timeline coincides with the DNR schedule. The City of State Center is eligible for the CDBG funds based upon a June 2021 income survey. At that time 55.6% of the State Center residents were considered low and moderate income. \$278,000 of the CDBG funds will benefit persons of low and moderate income. No households, businesses, or anyone will be displaced with the project. All the activities will take place on land currently owned by the City of State Center. The project location is at the current wastewater treatment plant location on the SE part of the city near the intersection of US Highway 30 and Eastman Avenue. There was no need for translation services. A community development and housing needs assessment was completed at the public hearing. Below are those details:

- Community development and housing needs of LMI persons (low)
- Improve the lift station to meet all flows from the city (high),
- Improve the wastewater treatment system to meet IDNR ammonia and disinfection expectations (high), and
- No residential lots are available in the city and the city had success with the Figgins subdivision, so plan some approach to develop another similar subdivision (high).

Other community development and housing needs -

- Pave 6<sup>th</sup> Street SW (medium),
- Pave 7<sup>th</sup> Street NW (medium),
- The City has exceeded the capacity of the fire station, so build a new fire station (high),
- Rehabilitate the current splash pad (medium),
- Build a skateboard park (low),
- Rebuild the tennis court (low),
- Build a new pickle ball court (medium), and
- Improve E Main St Road (high).

Possible approaches to help meet the above needs -

- Apply for CDBG and SRF funds for lift station improvements.
- Apply for CDBG, WTF, and SRF funds for wastewater treatment improvements.
- Use local financial resources for other projects.

- Apply for specific grants when the project aligns with the funder priorities.

Mayor Pfantz then closed the public hearing.

Motion by Darrow, 2<sup>nd</sup> by Quick to approve the consent agenda; motion passes 5-0 roll call.

Motion by Darrow, 2<sup>nd</sup> by Nichols approving liquor license for Hometown Foods. Motion passes 5-0.

Quick moved to adopt Res. 24-19 approving the 2023 employee tenure payments totaling \$1,325.00. Grant 2<sup>nd</sup>, Res. 24-19 adopted 5-0 roll call.

Nichols moved to adopt Res. 24-20 approving fund transfers in the total amount of \$76,912.04. Grant 2<sup>nd</sup>; Res. 24-20 is adopted 5-0 roll call.

Darrow moved to adopt Res. 24-22 approving the FY23 Annual Financial Report. Nichols 2<sup>nd</sup>, Res. 24-22 adopted 5-0 roll call.

The clerk informed the council of a 1.61% increase in premium costs for employee health insurance along with a \$500.00 and \$1,000.00 increase in total out-of-pocket expense for individual and family coverage respectively. After discussion, motion by Grant that the city absorb all increase for 2024. Motion dies for lack of second. After more discussion, motion by Darrow that the city absorb the current employer portion increase in premiums and that the increase in out-of-pocket will be shared 80% city and 20% employee. 2<sup>nd</sup> by Nichols, motion passes 5-0.

Toyne gave council an electric department update.

Motion by Quick, 2<sup>nd</sup> by Darrow approving entering an engagement agreement with Dorsey for SRF bond services totaling \$15,000.00. A bond opinion is now required by IFA for the SRF bond. Motion passes 5-0.

Darrow moved to adopt Res. 24-21 extending the maturity date of the Sewer Revenue planning & design project note to 10.09.26. Quick 2<sup>nd</sup>; Res 24-21 is adopted 5-0 roll call.

Darrow moved to adopt Res. 24-24 approving Pay Application #12 to WRH, Inc in amount of \$531,743.50 for work on the R/O water treatment plant. Grant 2<sup>nd</sup>, Res. 24-24 adopted 5-0 roll call.

Grant moved to adopt Res. 24-25 approving application for CDBG funds for the wastewater lift station improvements. Nichols 2<sup>nd</sup>; Res. 24-25 adopted 5-0 roll call.

Motion by Quick, 2<sup>nd</sup> by Grant to set a public hearing to hear comments on status of current R/O water treatment project CDBG grant for December 19<sup>th</sup> at 6:30 p.m. Motion passes 5-0.

Pitzen gave council a public works update.

Pitzen informed council that Todd Kifer is invaluable to the public works department and that instead of the planned 50 cent/hour raise that was scheduled to be implemented at 6 months he requests that a 1.00/hour raise be given to Kifer. Motion by Quick, 2<sup>nd</sup> by Grant that Kifer's wage be increased by \$1.00 beginning with the next pay date. Motion passes 5-0.

Mayor Pfantz stated that although the fire station bond referendum did not pass at election, council would continue to look for solutions.

Thomas addressed an issue with our abandoned properties ordinance. In order to keep the council from being liable for court costs should a court find in favor of a defendant we need to adopt policy that requires committee recommendation and council approval before siting a property owner. Such policy will be drafted.

Darrow moved to adopt Res. 24-23 approving sale of the 2023 Tahoe with approximately 18,000 miles and excluding certain equipment to the Fulton, IL Police Department for \$59,000.00. Nichols 2<sup>nd</sup>, Res. 24-23 adopted 5-0 roll call.

Thomas stated that Blue Liquor & Tobacco will not sell fuel as planned. Council directed Thomas to pursue funds for tank removal with the IDNR.

There was no closed session or action needed.

There being no further business, motion by Grant 2<sup>nd</sup> by Nichols to adjourn; motion passes 5-0.

**CLAIMS APPROVED 11.21.23**

<b>VENDER</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
AIRGAS	CHEMICALS	90.00
ALLIANT	GAS UTILITY	701.80

ARNOLD MOTOR SUPPLY	VEHICLE MAINTENANCE	2,076.51
ASTRA SECURITY	SURVEILLANCE, REPAIR, MAINT	7,284.90
AT&T MOBILITY	SCPD WIRELESS	170.73
TERRY BARNES	CENTRAL AIR, MINI-SPLIT	700.00
BDH TECHNOLOGY	IT SERVICES	930.00
CID	OPERATING SUPPLY	143.00
CSB VISA	OFFICE SUPPLIEs	1,249.31
CSB VISA	CELL DATA	22.12
CIT SEWER SOLUTIONS	JET VAC CLEANING	13,389.60
CLAPSADDLE-GARBER	FEMA SHED REVIEW	585.00
CORE & MAIN	DISTRIBUTION SYSTEM REPAIR	4,903.93
CROSSROADS MOBILE	VEHICLE MAINTENANCE	3,591.89
DAHL AIR CONDITIONING	COMPRESSOR	3,508.71
DAKOTA SUPPLY GROUP	REPAIR SLEEVES, WRENCH	598.22
DORSEY & WHITNEY LLP	SERVICES FOR TAHOE LEASE	3,000.00
FASTENAL	FIRE EXT, TOOLS, BLDG MAINT	290.25
FLETCHER-REINHARDT	ELECTRIC DISTRIB SUPPLY	2,645.04
HILLERS LEGAL	LEGAL FEES	605.00
HOME RENTAL CENTER	FILTERS, MAINT SUPPLY	350.25
HOMETOWN FOODS	BATTERIES, BLEACH	67.91
I&S GROUP	ENGINEERING FEES	11,716.46
IN STITCHES	UNIFORM PATCHES	128.10
IOWA ONE CALL	LOCATES	85.50
IOWA PRISON INDUSTRIES	UNIFORMS, BUSINESS CARDS	870.00
IA REGIONAL UTIL ASSOC	PURCHASED WATER	8,849.76
IA RURAL WATER ASSOC	ANNUAL DUES	355.00
IA UTILITIES BOARD	FY23 ASSESSMENTS	532.00
IRBY CO, STUART C	ELECTRIC DISTRIB SUPPLY	196.00
ITRON INIC	FCS UPGRADE	1,200.00
JOHN DEERE FINANCIAL	SKID LOADER REP, SUPPLIES	1,567.01
KARL CHEVROLET	UPFITTING NEW VEHICLE	2,381.91
BECKY KIELLY	JANITORIAL SERVICES	275.00
LEDFORD TREE & LAWN	TREE REMOVAL	2,250.00
MACQUEEN EQUIPMENT	SWEEPER REPAIR	431.49
MCMMASTER-CARR	DISCHARGE HOSE	823.77
MENARDS-AMES	INSULATION/CAULKING	78.95
MENARDS-MTOWN	POTHOLE PATCH, SUPPLIES	1,738.72
MICROBAC LABORATORIES	TESTING	720.80
MID IOWA ENTERPRISE	PUBLICATIONS	507.20
MID-AMERICAN RESEARCH	WEED KILLER	165.73
MIKE WALTON	WINDOW CLEANING	55.00
NEW CENTURY FS	FUEL CHARGES	2,560.96
NORTHWESTERN UNIV	TRAINING	4,600.00
OFF FIRE LLC	EXTINGUISHER TESTING	2,539.00
AUDITOR OF STATE	FY23 ANNUAL FILING FEE	425.00
PARTNER COMM	PHONE/INTERNET	1,169.91
PETTY CASH FUND	POSTAGE	53.56
PHIL PITZEN	PESTICIDE CERTIFICATION	45.00
POSTMASTER	UB POSTAGE	960.00
RANDY'S PEST CONTROL	PEST CONTROL	185.00
SIGNARAMA	PD VEHICLE GRAPHICS	699.38
SKARSHAUG TESTING	TESTING/EQUIPMENT	2,416.65
STAR EQUIPMENT	STREET REPAIR	1,792.20

STONE SANITATION	GARBAGE SERVICES	380.68
TRINITY LUTHERAN	LIGHTING REBATE	880.00
UNITED RENTALS	TRENCH BOX RENTAL	1,086.00
US CELLULAR	FIRE & EMS CELL	108.93
US CELLULAR	PHONE/IPAD CHARGES	325.55
VASSCO INC	ONSITE SERVICE	875.00
GOLDIE WALKER	CENTRAL AIR 17 SEER	250.00
WESCO DISTRIBUTING	ELECTRIC DISTRIB SUPPLY	41,842.35
XEROX	COPIER CONTRACT	69.05

**CITY SUB-TOTAL**

**145,096.79**

WT COX	PERIODICALS	766.38
STRONGER SENIORS	PROGRAMMING	55.99
PREMIER	OFFICE SUPPLY	33.17
ICN	TELECOMMUNICATION	5.94
AMAZON	OFFICE SUPPLY	75.50
INFOBASE	DATABASE	571.73
MIDWEST TAPE	VIDEO	299.37
MENDARDS	BLDG/GROUNDS	72.71
SCHENDEL PEST	PEST CONTROL	38.15
CULTURE ALL	PROGRAMMING	590.00
BAKER TAYLOR	BOOKS	717.59

**LIBRARY SUBTOTAL**

**3,226.53**

PAYROLL	ROBINSON LEAVE PAYOUT	10,418.41
PAYROLL	10.27.23	27,480.83
PAYROLL	11.09.23	34,282.80
T. NICHOLS	DEPOSIT REFUND	161.25
S. NORMAN	DEPOSIT REFUND	57.46
IAMU	SAFETY WORKSHOP	140.00
RPGI	PURCHASED POWER	97,837.40
PSN	MONTHLY FEE	74.95
IDR	SALES/USE TAX	4,644.92
IDR	WET	2,462.59
KAUFFMAN	AWARD DISTIB	5,309.34
TYLER FORMS	CHECKS	106.24
ADVANTAGE ADMIN	HRA CLAIMS	2,706.02
CENTRAL STATE BANK	INTEREST PAYMENT	5,292.50
UMB BANK	INTEREST PAYMENT	16,118.75
IFA	SWR LINING INTEREST	5,190.00
IFA	R/O INTEREST	5,256.86

**MID CYCLE SUBTOTAL**

**217,540.32**

**TOTAL APPROVED BY COUNCIL**

**365,863.64,**

**TOTAL CONSENT BY FUND**

GENERAL	51,976.72
ROAD USE	13,892.40
DEBT SERVICE	21,411.25
KAUFFMAN	5,309.34
WATER UTILITY	35,783.51
R/O PRJ	13,708.96
SEWER UTILITY	25,276.74
LAGOON PRJ	2,662.50
ELECTRIC UTILITY	194,012.82
STORM SEWER	1,829.40

**TOTAL 365,863.64**

**OCT REVENUE BY FUND**

GENERAL FUND	195,084.86
ROAD USE	16,578.74
ST IMPRV RESERVE	96.02
E'EE BENEFIT LEVY	28,761.20
EMERGENCY LEVY	5,222.84
LOST	14,369.31
DEBT SERVICE LEVY	34,115.38
WATER UTILITY	45,422.86
WATER IMPRV	6,036.83
SEWER UTILITY	19,780.76
SEWER IMPRV	13,022.42
ELECTRIC UTILITY	213,536.57
STORM WATER UTILITY	5,784.53
<b>TOTAL</b>	<b>597,812.32</b>

  
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Craig Pfantz, Mayor

Attest:

  
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Lori Bearden, City Clerk