

State Center City Council
Regular Meeting Minutes
December 17, 2024, 6:30 p.m.

State Center City Council met in regular session on Tuesday, November 19, 2024, in the City Hall Council Room. Mayor Pfantz called the meeting to order and asked everyone to rise for the Pledge of Allegiance. Roll Call: Darrow, Grant, Nichols, Quick and Shaffar. Absent: None. Others present: E. Thompson, J. Toyne, Chief Thomas, Chris Davis, Kohle Nieland - CGA, Chief Pfantz, Buffi Honeck and Jim Eckhardt representing the SCDA, Deputy Clerk Yates, Mike Kielly and L. Bearden, City Clerk. Atty Hillers was absent.

- There were no public comments or questions.
- Motion by Darrow, 2nd by Nichols to approve the consent agenda including Res. 25-33 monthly transfers in amount of \$55,678.51. Motion passes 5-0 roll call.
- Mayor Pfantz opened the public hearing to hear comments for/against proposed Designation of the State Center Renewal Area and on Urban Renewal Plan and Project. There were no comments received at city hall or made during the public hearing. The clerk provided comments recommending adoption of the area (the recently purchased McCarthy parcel), plan and project by the State Center Planning/Zoning Commission. Pfantz closed the hearing.
- Quick moved to adopt Res. 25-34 to declare necessity and establish an Urban Renewal Area, pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan and Projects for the 2024 State Center Housing Urban Renewal Area. Grant 2nd; Res. 25-34 is adopted 5-0 roll call.
- There was discussion regarding building a new tennis court and two pickleball courts in the City Park when funds become available.
- Honeck and Eckhardt reviewed projected revenue and expenses for the grocery store building which the association owns. There is a projected shortfall in revenue to expense due to increases in insurance and property taxes. They asked for assistance from the city to cover this shortfall as the city is preparing the FY26 budget. No action was taken.
- There was no action taken regarding a request from Missy Weuve, 112 2nd St NE to close the portion of the alley abutting the south boundary of her property. Toyne confirmed that the city does have electric utility buried in the alley therefore believes the alley should stay open.
- E. Thompson gave a public works update. The R/O water treatment plant is operational, and the city is no longer on rural water. The construction permit has been issued for the lift station project; the bid process will begin in January. K. Nieland reported that the 6th St NW project is wrapped up for the season with seeding and utility box adjustments to be completed in the spring.
- Shaffar moved to adopt Res. 25-35 approving payment of Pay Application #3 to Steele Excavating in the amount of \$80,496.35. This leaves \$11,479.45 retainage to be paid out in the spring upon completion of the punch list. Darrow 2nd; Res. 25-35 is adopted 5-0 roll call.
- B. Pfantz updated the council that qualifying scoring had been completed by the fire station project committee and RFPs are due from the five qualified firms by December 22. Interviews will be scheduled once proposals are reviewed.
- Motion by Grant, 2nd by Darrow to enter into an engineering agreement in the amount of \$10,000.00 for survey and schematic design services for the fire station project. Motion passes 5-0.
- Motion by Darrow, 2nd by Quick to approve fencing quote from Fencing Solutions of Marshalltown for fencing and installation at the new proposed brush site. The quote is in the amount of \$22,900.00 with a deposit required of \$13,740.00. This quote is significantly lower than a second source quote. Motion passes 5-0.
- There was no action taken regarding financing for the McCarthy property. This will be added to the January agenda.
- Toyne gave an electric department update.
- Kielly and Toyne spoke of the need for an ordinance prohibiting solar ground racks(arrays) within the city limits. The Planning/Zoning commission has given the council a recommendation to prohibit solar ground racks. A draft ordinance will be presented in January.

- Chief Thomas gave a Public Safety update including nuisance properties. He also introduced the topic of adopting the 2018 International Property Maintenance Code to aid in nuisance abatement. This will be done by ordinance with readings to start in January after the council has reviewed the international code.
- A recommendation to increase E. Thomson, Temporary Acting Public Works Director's wage:
 - * Have his hourly wage raised from current of \$22.71 to \$25.00 at this time.
 - * Thompson will have a performance review 6 months from today.
 - * Thompson would have 90 days to obtain his Grade 2 Water Treatment and Water Distribution certifications.
 - * His wage would increase another 50 cents upon successful completion of each certification per the current public wage scale. During the council meeting it was discovered that the current rise for certifications is 80 cents per hour so this rate will be used at time certifications are achieved.
 - * Upon successful completion of certifications and 6-month review his hourly wage will increase to \$28.00 and his title will be the Acting Public Works Director.
 - * It was also proposed that Todd Kifer should receive a \$1.00 hourly wage increase to \$22.57. With the committee recommendation serving as a 1st and 2nd, motion passes 4-1 Shaffar voting against.
- Chief Thomas gave a Public Safety update. He also introduced the topic of adopting the 2018 International Property Maintenance Code to aid in nuisance abatement. This will be done by ordinance with readings to start in January after council has reviewed the international code.
- Motion by Grant, 2nd by Darrow approving purchase of used police equipped Ford Explorer from the City of Prairie City in amount of \$7,500.00 (this amount is included in consent claims list) to replace the Explorer that was totaled as result of hitting a deer. The insurance reimbursement and amount of equipment Prairie City vehicle covered the cost. Motion passes 5-0.
- Quick moved to adopt Res. 25-36 setting a hearing to hear comments for/against entering into a lease agreement not to exceed \$70,000.00 for a new 2024 Chevy Tahoe to replace the police vehicle that will be turned in as our obligation on that lease is complete. The hearing will be January 21st, 2025, 6:30 p.m. Nichols 2nd, Res. 25-36 is adopted 5-0 roll call.
- There was discussion regarding committee structure. The clerk has pointed out that the current structure that includes 3 council people and the mayor constitutes a regular meeting. The consensus is to leave as is with the clerk preparing as a regular meeting.
- There was discussion regarding adding a second council meeting per month. This would make for fewer special meetings. The consensus was for the clerk to prepare options for a policy or ordinance change and present at the January meeting.
- There being no further business, meeting adjourned at 8:03 p.m.

CLAIMS APPROVED 12.17.24

VENDER	DESCRIPTION	AMOUNT
1ST AYD	WASHERS & LOCK	48.93
ACCESS SYSTEMS	COPIER CONTRACT	151.82
AIRGAS	CYLINDER RENTAL	93.68
ALLIANT	GAS UTILITY	1,147.23
ARNOLD MOTOR	VEHICLE SUPPLIES	1,730.52
ASTRA SECURITY	SURVEILLANCE	1,224.00
AT&T MOBILITY	SCPD WIRELESS	294.58
BAUER BUILT	TIRES SCPD	592.80
LORI BEARDEN	MILEAGE REIMBURSE	49.58
CENTRAL IOWA DIST	PAINT & JANITORIAL	264.00
CSB VISA	GOOGLE/SUPPLIES	630.69
CITY OF PRAIRIE CITY	2016 FORD EXPLORER	7,500.00
CGA	ENGINEERING SERVICES	8,100.00
CORE & MAIN	METER READER/RETURN	624.83
DAKOTA SUPPLY GRP	WATER MAIN REPAIR	2,138.06
DAN'S AUTO	OIL CHG/TIRE ROTATION	106.57

DEAN SCHOPPE CONST	SAND & SALT	548.64
DITCH WITCH	VAC MAINT/LOCATE DRAIN	2,957.93
DORSEY & WHITNEY	SERVICES THRU 11/30/24	2,922.00
DOUBLE H CONCRETE	STREET/STORM DRAIN	23,112.00
FIRE SERVICE TRAINING	TRAINING	400.00
GPS INTERNATIONAL	FLUORINE FREE FOAM	560.00
HILLERS LEGAL	LEGAL FEES	27.50
HOMETOWN FOODS	JANITORIAL SUPPLY	20.73
HOPKINS & HUEBNER	LEGAL FEES	150.00
I&S GROUP	ENGINEERING SERVICES	2,332.58
IA LAW ENFORCEMENT	MMPI-2 TRANSFER	20.00
IOWA ONE CALL	LOCATES	124.20
IRUA	PURCHASED WATER	11,097.26
IOWA UTILITIES COMM	FY25 IUC/OCA 7/1-9/30	1,554.00
JOHN DEERE FINANCIAL	SHOP TOOLS	119.99
BECKY KIELLY	JANITORIAL SERVICES	275.00
MARSHALL COUNTY	BOND ISSUE MAILING	287.92
MARTIN MARIETTA	STREET REPAIR	385.95
MCFARLAND CLINIC	FIT FOR DUTY EXAM	271.00
MCMASTER-CARR	FITTINGS/PIPES/VALVES	380.48
MELEE LLC	DESIGN WORK	3,943.50
MENARDS - AMES	JANITORIAL SUPPLIES	53.17
MENARDS-MTOWN	SUPPLY	335.85
MICROBAC LABS	TESTING	347.50
MID-IOWA ENTERPRISE	PUBLICATIONS	175.00
MIKE WALTON	WINDOW CLEANING	55.00
NELSON FABRICATION	VEHICLE MAINTENANCE	4,201.15
NEW CENTURY FS	FUEL CHARGES	1,678.54
PARTNER COMMUN	PHONE/INTERNET	1,181.35
PRAIRIE WASTE	GARBAGE SERVICE	380.68
RACOM CORP	EQUIPMENT	125.25
RANDY'S PEST CONTRL	PEST CONTROL	185.00
RANGEMASTERS	R DEVRIES	133.93
RANGEMASTERS	PD UNIFORM	153.87
RESCO	TRANSFORMER/PAD	26,760.00
JON THOMAS	ACROBAT PRO	480.89
TRI STATE LOCK SERV	ELECTRIC PLANT	60.00
TRUCK EQUIPMENT	SNOW PLOW	705.33
US CELLULAR	FIRE/EMS CELL	108.93
US CELLULAR	PHONE/IPAD CHARGES	453.89
WESCO	LIGHT	117.70
WEUVE T'S INC	STREET REPAIR	134.73
NATHAN WHITE	APPLIANCE REBATES	150.00
CITY SUB-TOTAL		114,165.73
PAYROLL	11.22.24	32,262.34
PAYROLL	12.06.24	38,421.71
TENURE PAYMENTS	TENURE PAYMENTS	1,814.74
COUNCIL/MAYOR	COUNCIL/MAYOR	6,506.19
X MITCHELL	DEPOSIT RETURN	76.85
C NAVARRO	DEPOSIT RETURN	19.18
O TUTTLE	DEPOSIT RETURN	64.07
R WATHAN	DEPOSIT RETURN	28.38
IDR	SUBMITAL LATE FEE	272.87
IDR	SALES/USE TAX - NOV	4,364.09

IDR	WET - NOV	2,386.64
RPGI	PURCHASED POWER	88,906.99
ADVANTAGE ADMIN	MONTHLY FEE	47.25
ADVANTAGE ADMIN	HRA CLAIMS	3,401.72
PSN	MONTHLY FEE	163.95
CENTRAL STATE BANK	LOAN INTEREST	4,683.10
KAUFFMAN C/O	CARRYOVER PAYOUT	600.00
KAUFFMAN	GRANT PAYOUT	3,000.00
KAUFFMAN	2023 TAX RETURN	350.00
KAUFFMAN	2024 RETURN EST.	560.00
UMB	LOAN INTEREST	14,543.75
MID-CYCLE SUBTOTAL		#####
GUTEKUNST CLAIMS PAID		
STOREY-KENWORTHY	OFFICE SUPPLY	60.84
POSTMASTER	POSTAGE	120.00
BAKER & TAYLOR	BOOKS	515.59
MID IOWA ENTERPRISE	PUBLICATIONS	65.00
INFOBASE	OFFICE SUPPLY	611.18
CRAWFORD TRENCHING	BLDG MAINT	775.12
CSB	LOAN PAYMENT	23,427.08
ALLIANT	UTILITY	69.29
STATE CENTER	UTILITY	357.08
PARTNER	PHONE	262.01
LIBRARY SUBTOTAL		26,263.19
TOTAL CONSENT		#####
TOTAL CONSENT BY FUND		
GENERAL	82,749.20	
ROAD USE	20,342.93	
DEBT SERVICE	19,226.85	
CAPITAL PRJ	3,971.00	
KAUFFMAN	4,510.00	
WATER UTILITY	26,018.94	
R/O PRJ	2,332.58	
SEWER UTILITY	11,177.37	
ELECTRIC UTILITY	155,000.70	
STORM SEWER	17,573.17	
TOTAL	342,902.74	
NOVEMBER 2024 REVENUE		
GENERAL	45,347.04	
ROAD USE	16,634.66	
STREET IMPROVEMENT	161.41	
E'E BENEFIT LEVY	3,621.62	
LOST	14,411.64	
SANITARY SEWER	28,343.84	
SEWER IMPRV	9,836.17	
ELECTRIC UTILITY	197,870.59	
STORM SEWER	5,081.44	
TOTAL	657,604.37	

Craig Pfantz, Mayor
Attest:
Lori Bearden, Clerk