**City of Gilmore City Council Meeting**

The Gilmore City Council met in Regular session on April 11, 2022, at Gilmore City Council Chambers. Gilmore City Council had a Work session at 6:00 p.m. Mayor Bailey called the meeting to order at 6:31 p.m. Roll Call-Dickey, Kipfer, Hoover, Cavanaugh and Frederiksen present. Employees Melissa Ubben, Lorna Naeve and Dillon Brundige.

Hoover Moved, Cavanaugh Seconded to Approve the Consent Agenda, Minutes of the March 14th, 2022, Council Meeting, Claims Paid/To Be Paid, Monthly Clerk’s Report and Delinquent Report. Roll Call. All ayes. Motion carried.

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| **CLAIMS PAID MARCH 2022** |  |  | **CLAIMS TO BE PAID APRIL 2022** |  |  |
| **VENDOR** | **REFERENCE**  | **AMOUNT** | **VENDOR** | **REFERENCE**  | **AMOUNT** |
| ACCESS SYSTEMS  | NETWORK SECURITY AUDIT  |  500.00  | ARENDS, LEE, EMICK, LEGVOLD | LEGALS | 2002.22 |
| ARNOLD MOTOR SUPPLY  | SUPPLIES  |  147.31  | ARNOLD MOTOR SUPPLY | TRUCK MAINTENANCE |  177.48  |
| AUTOMATC SYSTEMS CO.  | WATER TREATMENT PLANT REPAIR  |  2,845.50  | BENNETT RECYCLING & SANITATION | SANITATION SERVICES |  4,898.00  |
| BENNETT RECYCLING & SANITATION | RESIDENTIAL CARTS  |  4,898.00  | BROWN SUPPLY | WATER MAIN PARTS |  279.00  |
| BIANCHI HEATING & COOLING, INC | FIRE DEPT HEATER  |  2,915.00  | CHRISTINA WEYDERT | REIMB. CEU'S |  39.00  |
| BOMGAARS  | HITCH PIN; HOSE  |  11.65  | CITY OF GILMORE CITY | UTILITIES |  724.08  |
| CENTURYLINK  | FIRE/AMB PHONE-FAX  |  152.89  | CLAYTON ENERGY | MARCH RESERVATION |  13,209.89  |
| CITY OF GILMORE CITY  | UTILITIES  |  1,231.73  | ECHO GROUP | GAS PARTS |  88.39  |
| CLAYTON ENERGY CORP.  | FEBRUARY RESERVATION  |  13,209.89  | ELECTRONIC ENGINEERING | FIRE RADIOS |  1,064.95  |
| CLAYTON ENERGY CORP.  | FEBRUARY COMMODITY  |  128,366.42  | ENGINEERING UNLIMITED | GAS LOCKS |  75.14  |
| ECHO GROUP, INC.  | FITTINGS  |  120.27  | FOUNDATION ANALYTICAL | WATER TESTING |  51.00  |
| EFTPS  | FED/FICA TAX  |  4,705.41  | GC-B SCHOOL  | FEB/MARCH LOST $ |  2,905.70  |
| EMERGENCY SERVICES MARKETING  | FIRE/AMB I AM RESPONDING APP  |  355.00  | HAWKINS | WATER CHEMICALS |  336.84  |
| FASTENAL  | SUPPLIES  |  42.50  | HOMESERV | LEAK INSURANCE |  1,864.40  |
| FOUNDATION ANALYTICAL LABORATO | WATER TESTING  |  51.00  | HUMBOLDT NEWSPAPERS | LEGAL PROCEEDINGS |  285.25  |
| GFC LEASING-WI  | PRINTING DEVICES  |  234.14  | LORNA NAEVE | REIMB MILEAGE |  138.06  |
| GFC LEASING-WI  | PRINTING DEVICES  |  234.14  | MENARDS | LIBRARY SUPPLIES |  233.86  |
| GREAT AMERICA FINANCIAL  | FIRE/AMB COPIER  |  49.80  | MOTOROLA SOLUTIONS | FIRE RADIO PROGRAMMING |  5,431.50  |
| HUMBOLDT NEWSPAPERS  | LEGAL PROCEEDINGS  |  144.62  | NORTH CENTRAL IOWA SUPPLY | BALLAST |  29.99  |
| IA DEPT OF REVENUE  | WET TAX  |  533.00  | NORTH IOWA ENVIRONMENTAL | WATER/WW OPERATOR |  615.00  |
| IA DEPT OF REVENUE  | SALE TAX  |  626.00  | OFFICE ELEMENTS | GOV'T STAMPED ENVELOPES |  699.40  |
| IA DEPT OF REVENUE  | SALE TAX  |  1,159.00  | PEFA, INC. | MARCH COMMODITY |  12,026.28  |
| IA FINANCE AUTHORITY  | P & D LOAN PAYOFF  |  190,000.00  | PER MAR SECURITY | CAMERA MONITORING |  137.56  |
| IA ASSOC OF MUNICIPAL UTILITIE | GAS DUES  |  3,112.00  | PRO COOP | SALT/FUEL |  2,403.48  |
| ICAP  | INSURANCE  |  26,523.00  | QUILL, INC. | OFFICE SUPPLIES |  241.97  |
| IMFOA  | MEMBER DUES  |  50.00  | SANDE CONSTRUCTION | LABOR |  72.00  |
| IMFOA  | MISSY SPRING CONFERENCE  |  125.00  | SANDRY FIRE SUPPLY | MASK REPAIR |  108.56  |
| IPERS  | PROTECT IPERS  |  3,600.32  | SCHATTSCHNEIDER INSPECTION | ASBESTOS INSPECTION |  575.00  |
| MADISON NATIONAL LIFE INS  | LIFE INSURANCE  |  176.06  | SIMMERING-CORY | CDBG PROJECT #20-HSG-019 |  1,615.00  |
| MARTIN MARIETTA MATERIALS  | ROCK  |  82.34  | USA BLUEBOOK | CHEMICALS, VIALS, SEWER DYE |  30.40  |
| MENARDS  | LIGHTBULBS; GUTTER PARTS  |  24.61  | VISA CARD- CITY HALL | GENERAC; 8X8; WALMART |  1,260.09  |
| MID AMERICAN ENERGY  | ELECTRICITY  |  1,718.11  | VISA CARD- LIBRARY | AMAZON; WALMART; V & S |  450.16  |
| MID AMERICAN ENERGY  | ELECTRICITY  |  1,845.23  | **TOTALS** |  |  **54,069.65**  |
| N CENTRAL IA SOLID WASTE AGY  | JAN-MAR QTYLY ASSESSMENT  |  550.31  |  |  |  |
| **CLAIMS PAID MARCH CONT’D** |  |  |  |  |  |
| NORTH IOWA ENVIRONMENTAL  | WATER/WW OPERATOR  |  600.00  |  |  |  |
| NORTHWEST COMMUNICATIONS  | INTERNET  |  93.95  |  |  |  |
| NORTHWEST COMMUNICATIONS  | INTERNET  |  93.95  |  |  |  |
| OFFICE ELEMENTS  | OFFICE SUPPLIES  |  163.42  | **REVENUES** |  |  |
| PEFA, INC  | FEBRUARY COMMODITY  |  13,202.37  | GENERAL | 7,665.47 |  |
| PER MAR SECURITY SERVICES  | CAMERA MONITORING  |  131.00  | ROAD USE TAX | 3,041.45 |  |
| POCAHONTAS CO ECON DEV  | FY21-22 PCEDC CONTRIBUTION  |  1,000.00  | EMPLOYEE BENEFITS | 516.86 |  |
| PRO COOP  | SALT  |  2,353.50  | EMERGENCY | 33.04 |  |
| QUILL LLC.  | OFFICE SUPPLIES  |  88.43  | LOCAL OPTION SALES TAX | 8,725.82 |  |
| RESOURCE MATE  | LIBRARY OPAC ANNUAL FEE  |  199.00  | WATER | 15,696.10 |  |
| RIES WATER SERVICE  | WATER  |  26.00  | SEWER | 8,576.60 |  |
| S & L EQUIPMENT  | BATTERIES; LIGHT BATONS  |  1,003.08  | GAS | 170,153.24 |  |
| SANDRY FIRE SUPPLY, LLC  | SCBA TESTING  |  625.75  | **TOTAL FUNDS** | **214,408.58** |  |
| SCHOON EXCAVATING & FARM DRAIN | WATER MAIN REPAIR  |  3,462.50  |  |  |  |
| SEILER APPLIANCE, INC  | FURNACE REPAIR  |  320.00  | **EXPENSES** |  |  |
| SENSUS USA, INC.  | METER READER SOFTWARE  |  2,437.42  | GENERAL  | 46,895.22 |  |
| TREASURER-STATE OF IOWA  | STATE TAXES  |  655.00  | ROAD USE TAX  | 4,312.52 |  |
| U.S. CELLULAR  | CELL PHONE  |  253.52  | EMPLOYEE BENEFITS  | 117.26 |  |
| UBBEN MELISSA  | HOMES FOR IA MILEAGE  |  336.81  | WATER  | 26,753.29 |  |
| ULTIMATE SAFETY CONCEPTS INC.  | GAS MONITOR  |  983.63  | WATER INFRASTRUCTURE  | 190,000.00 |  |
| USDA-RURAL DEVELOPMENT  | WATER TOWER LOAN  |  4,156.00  | SEWER  | 6,426.34 |  |
| VISA - CARD SERVICES  | APPLE OFFICE  |  273.24  | GAS  | 170,655.02 |  |
| VISA - CARD SERVICES  | AMAZON  |  231.79  | **TOTAL FUNDS**  | **445,159.65** |  |
| VISA - CARD SERVICES  | CITYHALL CREDIT CARD  |  505.03  |  |  |  |
| WELLMARK  | HEALTH INS  |  4,736.74  |  |  |  |
| WELLMARK  | MONTHLY PREMIUM  |  4,736.74  |  |  |  |
| Accounts Payable Total  |  426,514.40  |  |  |  |
| Total Paid On: 3/02/22  |   |  4,803.78  |  |  |  |
| Total Paid On: 3/16/22  |   |  5,197.91  |  |  |  |
| Total Paid On: 3/30/22  |   |  8,643.56  |  |  |  |
| Total Payroll Paid  |   |  18,645.25  |  |  |  |
| **\*\*\*\*\* REPORT TOTAL \*\*\*\*\***  |  |  **445,159.65**  |  |  |  |

Dickey Moved, Kipfer Seconded to Approve Setting the date and time for Budget Amendment Public Hearing for May 9th, 2022, at 6:35 p.m. Roll call. All ayes. Motion carried.

Kipfer Moved, Hoover Seconded to Approve Building Permit #653 for a fence at 201 E Iowa Ave. Post by front gate must be eighteen inches from City gas line. Roll call. All ayes. Motion carried.

Dickey Moved, Frederiksen Seconded to Approve grandfathering in three ducks to property owner at 302 SE 2nd St. but no more than the original three. If more found on property, they will all be removed. Racetrack on city right of way needs to be filled in and must stay on owners’ property. Roll call. All ayes. Motion carried.

Dickey Moved, Kipfer Seconded to Approve the Volunteer Termination of Josh Merritt, Public Works Assistant effective April 4th. Position will be posted in local newspapers and online. Roll call. All ayes. Motion carried.

Dickey Moved, Frederiksen Seconded to Approve paying for future help during clean up days and other projects at a rate of $16.00 per hour with filled out paperwork or option to sign waiver to volunteer with work comp insurance. All ayes. Motion carried.

Mayor Bailey had to step away from the meeting, Mayor Pro Tem Dickey stepped in to run the meeting.

Frederiksen Moved, Hoover Seconded to Approve putting in a sealed bid for the six lots including the Pocahontas County Shed in Gilmore City. Roll call. All ayes. Motion carried.

Property update of City owned property at 201 SE 1st St has had inspection done and will get with Fire Dept. to burn and get bids for cleanup.

Mayor Bailey returned to the meeting.

Dickey Moved, Cavanaugh Seconded to Deny the NCIS bill for 205 SE 4th St. pending further info. Proof of it being a city issue will be needed. Council member Frederiksen stepped away and returned after vote. Roll call. Dickey, Kipfer, Hoover, and Cavanaugh. All ayes. Motion carried.

Dickey Moved, Frederiksen Seconded to Approve Awarding the Bid Contract with Change order to Gilman Services for 307 SE C Ave under the CDBG Housing Program. Roll call. All ayes. Motion carried.

Dickey Moved, Hoover Seconded to Approve applying for the LRTF Grant for a Skid lift attachment for the skid steer. Roll call. All ayes. Motion carried.

**DISCUSSION ITEMS-** Post Office acquisition was discussed, no updated information. Personnel Handbook and Code of Ordinance books were discussed. Personnel committee will meet to go over the employee handbook before next meeting.

**COMMUNICATIONS**

**PWD**: A report was read from Brian Klein. With being shorthanded in public works will be looking to see if adjoining cities would be willing to share on-call time for the gas department but keep to the 1-hour response time.

**LIBRARY**: Makers Space on 1st Sat of each month. Things going well.

**HOMETOWN PRIDE**: Awarded 3 gallons of paint from Paint Iowa Beautiful Grant. Will be painting the West Entrance sign into Gilmore. HP Committee cleaned up Sunset Park on Sunday.

**FIRE DEPT & AMBULANCE**: No report

Dickey made a motion to adjourn at 8:42 p.m., Seconded by Hoover. All ayes. Motion carried. Next Regular Meeting scheduled for May 9th, 2022, at 6:30 p.m.

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Attest: Melissa Ubben-City Clerk