**City of Gilmore City Council Meeting**

The Gilmore City Council met in Regular session on May 9, 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 6:30 p.m. Roll Call-Dickey, Kipfer, Hoover (via phone). Frederiksen absent. Employees Melissa Ubben, Lorna Naeve and Dillon Brundige.

Dickey Moved, Hoover Seconded to Approve the Consent Agenda, Minutes of the April 11th, 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 APRIL 2022** | **CLAIMS PAID/TO BE PAID MAY 2022** |
| **VENDOR** | **REFERENCE**  | **AMOUNT** | **VENDOR** | **REFERENCE**  | **AMOUNT** |
| ARENDS, LEE, EMICK & LEGVOLD  | NUISANCE PROPERTIES  |  2,002.22  | ARNOLD MOTOR SUPPLY | PARTS |  60.96  |
| ARNOLD MOTOR SUPPLY  | GAS MAINTENANCE  |  177.48  | BENNETT RECYCLING | GARBAGE & ROLLOFFS |  7,488.66  |
| BENNETT RECYCLING & SANITATION | GARBAGE CARTS  |  4,898.00  | BOMGAARS | PARTS |  27.99  |
| BROWN SUPPLY CO. INC  | WATER MAIN PARTS  |  279.00  | BROWN SUPPLY | WATER PARTS |  162.12  |
| CENTURYLINK  | FIRE/AMB PHONE-FAX  |  152.65  | CITY OF GILMORE CITY | UTILITIES |  447.73  |
| CITY OF GILMORE CITY  | UTILITIES  |  724.08  | COMPUTER WORKS  | COMPUTER REPAIR  |  75.00  |
| CLAYTON ENERGY CORP.  | MARCH RESERVATION  |  13,209.89  | FOUNDATION ANALYTICAL | WATER/WASTEWATER TESTING |  105.75  |
| CLAYTON ENERGY CORP.  | MARCH COMMODITY  |  142,481.82  | GC-B SCHOOL | APRIL LOST $ |  1,452.85  |
| ECHO GROUP, INC.  | GAS PARTS  |  88.39  | HUMBOLDT CO. ENGINEER | LABOR & ROCK FOR SE D AVE |  1,569.18  |
| EFTPS  | FED/FICA TAXES  |  2,253.99  | HUMBOLDT NEWSPAPERS  | LEGAL PUBLICATIONS  |  340.78  |
| ELECTRONIC ENGINEERING  | FIRE EQUIPMENT  |  1,064.95  | IOWA UTILITIES BOARD | IEC/CCRER ASSESSMENT |  1,090.00  |
| ENGINEERING UNLIMITED, INC.  | GAS PADLOCKS  |  75.14  | MENARDS | LIBRARY SUPPLIES | 13.96 |
| FOUNDATION ANALYTICAL LABORATO | WATER TESTING  |  51.00  | MID AMERICAN ENERGY  | ELECTRICITY  |  1,785.42  |
| GC-B SCHOOL  | FEB & MARCH LOST $  |  2,905.70  | MOTOROLA SOLUTIONS, INC.  | FIRE RADIO ACCESSORIES  |  520.00  |
| GFC LEASING-WI  | PRINTING DEVICES  |  234.14  | N CENTRAL IA SOLID WASTE AGY  | APRIL-JUNE QTRLY ASSESSMENT  |  550.31  |
| GREAT AMERICA FINANCIAL  | FIRE/AMB COPIER  |  49.80  | LORNA NAEVE | REIMBURSEMENT |  127.32  |
| HAWKINS, INC  | CHEMICALS  |  336.84  | NORTH IA ENVIRONMENTAL | WATER/WASTEWATER TESTING |  615.00  |
| HOMESERVE USA  | WATER LEAK INSURANCE  |  1,864.40  | PERSONALI-TEES  | MISSY UNIFORMS  |  84.00  |
| HUMBOLDT NEWSPAPERS  | LEGAL PROCEEDINGS  |  285.25  | POCAHONTAS RECORD-DEMOCRAT  | SUBSCRIPTION; PWD AD  |  198.00  |
| IA DEPT OF REVENUE  | WET TAX  |  539.04  | PRO COOP | FUEL/SALT |  2,311.86  |
| IA DEPT OF REVENUE  | SALES TAX  |  560.95  | PRODUCTIVITY PLUS ACCOUNT  | HOE PARTS  |  39.01  |
| IA DEPT OF REVENUE  | SALES TAX  |  1,099.99  | RIES WATER SERVICE  | WATER  |  26.25  |
| IA WORKFORCE DEVELOPMENT  | UNEMPLOYEMENT  |  601.97  | S & L EQUIPMENT, INC. | REPAIRS/PARTS |  1,379.05  |
| IPERS  | IPERS  |  1,766.61  | SANDE BUILDERS’ MART | GUTTER PARTS |  46.56  |
| JUNIOR BOECKHOLT  | TV RECYCLING  |  110.00  | UBBEN MELISSA  | MILEAGE EASTER; BUDGET; IMFOA  |  284.67  |
| MENARDS  | LIBRARY SUPPLIES  |  233.86  | VISA CARD | CITY HALL CREDIT CARD |  926.62  |
| MOTOROLA SOLUTIONS, INC.  | FIRE RADIOS  |  5,431.50  | BLANK PARK ZOO | LIBRARY PROGRAM |  151.52  |
| LORNA NAEVE  | REIMBURSE MILEAGE  |  138.06  | VISA CARD | LIBRARY CREDIT CARD |  409.43  |
| NORTH CENTRAL IOWA SUPPLY  | ELECTRIC BALLAST  |  29.99  |  | **TOTALS** |  **22,290.00**  |
| NORTH IOWA ENVIRONMENTAL  | WATER/WW OPERATOR  |  615.00  |  |  |  |
| NORTHWEST COMMUNICATIONS  | INTERNET  |  93.96  |  |  |  |
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| **CLAIMS PAID APRIL 2022 CONT’D** |  |  |  |  |  |
| NORTHWEST COMMUNICATIONS  | INTERNET  |  93.96  | **REVENUES** |  |  |
| OFFICE ELEMENTS  | OFFICE SUPPLIES  |  699.40  | GENERAL |  55,024.99  |  |
| PEFA, INC  | MARCH COMMODITY  |  12,026.28  | ROAD USE TAX |  7,284.24  |  |
| PER MAR SECURITY SERVICES  | CAMERA MONITORING  |  137.56  | EMPLOYEE BENEFITS |  15,723.15  |  |
| PRO COOP  | SALT  |  2,403.48  | EMERGENCY |  1,004.67  |  |
| QUILL LLC.  | DILLON TONER  |  241.97  | LOCAL OPTION SALES TAX |  4,362.91  |  |
| SANDE CONST & SUPPLY  | LABOR  |  72.00  | HOUSING PROJECT |  1,615.00  |  |
| SANDRY FIRE SUPPLY, LLC  | MASK SERVICE  |  108.56  | WATER |  16,185.44  |  |
| SCHATTSCHNEIDER INPECTION  | ASBESTOS INSPECTION  |  575.00  | SEWER |  9,156.93  |  |
| SIMMERING-CORY, INC  | CDBG HOUSING PROJECT  |  1,615.00  | GAS |  169,532.68  |  |
| TREASURER-STATE OF IOWA  | STATE TAXES  |  335.00  | **TOTAL REVENUES** |  **279,890.01**  |  |
| U.S. CELLULAR  | CELL PHONE  |  253.52  |  |  |  |
| USA BLUE BOOK  | SEWER DYE; WATER SAMPLE CELLS  |  30.40  | **EXPENSES** |  |  |
| USDA-RURAL DEVELOPMENT  | WATER TOWER LOAN  |  4,156.00  | GENERAL  |  21,814.19  |  |
| VISA - CARD SERVICES  | AMAZON  |  450.16  | ROAD USE TAX  |  1,247.22  |  |
| VISA - CARD SERVICES  | WALMART EASTER EGG HUNT  |  1,260.09  | EMPLOYEE BENEFITS  |  184.32  |  |
| VISA - CARD SERVICES  | CITYHALL CREDIT CARD  |  1,710.25  | LOCAL OPTION SALES TAX  |  2,905.70  |  |
| WELLMARK  | HEALTH INS  |  4,736.74  | HOUSING PROJECT  |  1,615.00  |  |
| WELLMARK  | MONTHLY PREMIUM  |  4,736.74  | WATER  |  13,895.19  |  |
| CHRISTINA WEYDERT  | REIMBURSE FOR CEU'S  |  39.00  | SEWER  |  3,377.84  |  |
| **Accounts Payable Total**  |   |  **212,395.84**  | GAS  |  175,303.97  |  |
| Total Paid On: 4/13/22  |   |  4,041.95  | **TOTAL EXPENSES**  |  **220,343.43**  |  |
| Total Paid On: 4/27/22  |   |  3,905.64  |  |  |  |
| Total Payroll Paid  |   |  7,947.59  |  |  |  |
| **\*\*\*\*\* REPORT TOTAL \*\*\*\*\***  |   |  **220,343.43**  |  |  |  |

Hoover Moved, Kipfer Seconded to Approve the Resignation of Cavanaugh as Councilmember. Roll call. All ayes. Motion carried.

Dickey Moved, Hoover Seconded to Approve appointing Irina Jacobs to Council member for remaining term. Roll call. All ayes. Motion carried.

6:35 p.m. Jacobs was sworn in. Hoover left the meeting.

Dickey Moved, Kipfer Seconded to Approve Setting the date and time for Budget Amendment Public Hearing for June 13th, 2022, at 6:35 p.m. Roll call. All ayes. Motion carried.

Dickey Moved, Jacobs Seconded to Approve the Martin Pest Control Contract. Joe Martin, owner, spoke up after motions and asked if we would be interested in doing a 3-year contract instead to set the same cost for 3 years. Dickey Moved and Jacobs Seconded to re-approve the Martin Pest Control Contract for $200 per spray for a 3-year contract. Roll call. All ayes. Motion carried.

Kipfer Moved, Hoover Seconded to Approve Building Permit #654 for a concrete driveway and sidewalk, pending locates and completion of Building Permit #643. Projects must be completed by the end of 2022. Roll call. All ayes. Motion carried.

Dickey Moved, Jacobs Seconded to Approve putting in sealed bids for the 2 Tracts including the Pocahontas County Shed in Gilmore City, contingent on getting both Tracts. Roll call. All ayes. Motion carried.

Dickey Moved, Kipfer Seconded to Approve the Hiring of New Public Works Assistant Michael Foster. Michael will start Wednesday May 11th. Starting rate of $20.00 per hour. Roll call. All ayes. Motion carried.

Dickey Moved, Kipfer Seconded to Deny the NCIS bill for 205 SE 4th St. due to no proof of being a city issue. Roll call. All ayes. Motion carried.

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

Kipfer Moved, Jacobs Seconded to Approve the Med Compass Quote for the Fire Physicals and Fit Tests to be done on June 20th pending the acceptance from the Fire Department. Roll call. All ayes. Motion carried.

Rural Housing Assessment was discussed no further action.

Employee Handbook was discussed, more changes before further action.

Dickey Moved, Kipfer Seconded to Approve the adoption of the Code of Ordinances Book with changes to Section 155.04 on Building Permits. Should read 6 months to start 1 year to finish. Roll call. All ayes. Motion carried.

Dickey Moved, Kipfer Seconded to not accept the Insurance Adjusters Estimates of damage to the City Roof and City Vehicle. Will call insurance and ask for a second adjuster to look. Roll call. All ayes. Motion carried.

Dickey Moved, Kipfer Seconded to Approve having Clayton Energy buy 10-year gas for the city when the prices drop for the winter. Roll call. All ayes. Motion carried.

Dickey Moved, Jacobs Seconded to approve the Computer Works quote to merge to Microsoft 365 minus the maintenance portion until we get clarity. Roll call. All ayes. Motion carried.

Dickey Moved, Jacobs Seconded to Approve the Site Services Quote for Asbestos Removal of City Property at 201 SE 1st St. pending the need for water and electricity as the property has none. Roll call. All ayes. Motion carried.

**DISCUSSION ITEMS-** Post Office acquisition was discussed, no updated information. Humboldt County Engineer sent a letter with information on having pavement markings done in July or August. Will determine if we have any and check on the cost to have it done.

**COMMUNICATIONS**

**PWD**: A report was read from Brian Klein. Dillon had a zoom meeting with IAMU regarding the O & M plan. Mandatory for cities as it provides an in-depth step by step manual of gas processes. Will be on agenda for approval next meeting.

**LIBRARY**: Starting to weed out books. Library going well.

**HOMETOWN PRIDE**: No report

**FIRE DEPT & AMBULANCE**: No report

Dickey made a motion to adjourn at 9:18 p.m., Seconded by Kipfer. All ayes. Motion carried. Next Regular Meeting scheduled for June 13th, 2022, at 6:30 p.m.

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Attest: Melissa Ubben-City Clerk