

**CITY OF DEWITT
COUNCIL MINUTES
January 20, 2020**

The regular meeting of the DeWitt City Council was held on January 20, 2020. Mayor Donald J. Thiltgen presiding. Council members present Smith, Chrones, Marcus, Ketelsen. Hasenmiller absent. Mayor Thiltgen left ill before budget discussions.

Smith moved and Ketelsen seconded to approve December 2019 Revenues & Transfers in: \$972,268.39, December 2019 Expenditures & Transfers out: \$1,332,153.45, December Journal Entries, December Bank Reconciliation Statements, native wine permit renewal for Urbanity Coffee and Wine House and minutes and bills as follows:

3E ELECTRICAL ENGINEERING	GENERATOR REPAIR-HEATER HOSE R	435.90
A. FILER	PARKING LOT LEASE	300.00
ADVANCED BUSINESS SYSTEMS	COPIER MAINT CONTRACT	331.13
ALLIANT/IES UTILITIES	AQUATIC CENTER UTILITIES	21,669.28
ALLIED WASTE SYSTEMS #015	GARBAGE & RECYCLING SERVICE	30,615.32
AMERICAN PUBLIC WORKS ASSO	APWA CONFERENCE REGISTRATION	200.00
ANDERSON SAND & GRAVEL	ROAD ROCK	1,319.99
ANDREW WALTER	UTILITY REFUND	3.00
AT&T MOBILITY	PHONE SERVICE	185.80
BAKER & TAYLOR INC.	BOOKS, BOOKS ON CD	1,302.99
BATTERIES PLUS	CUSTOM BATTERY PACK	239.98
BRIAN REED	UTILITY REFUND	46.46
CAVENDISH SQUARE	BOOKS	195.54
CINTAS CORPORATION #342	FLOOR MATS, HAND SOAP	196.24
CITY OF DEWITT	WATER BILL	359.69
CLERK OF COURT	GARNISHMENT	320.48
CLINTON COUNTY AREA SOLID	ANNUAL LICENSE FEE	35.00
CLINTON COUNTY IT DEPARTME	OCT-DEC INTERNET	166.39
CLINTON COUNTY RECORDER	RECORD FORGIVABLE LOAN RELEAS	14.00
COGRAN SYSTEMS	BASKETBALL, TUMBLING, NINJA REGI	212.50
DAVID PORTER	COMPUTER CABLE	29.99
DEWITT FIRE DEPARTMENT	THEISENS-OUTLET STRIP, BOLTS, NU	683.82
DEWITT OBSERVER	AQUATIC JOB ADS	1,403.15
DEWITT OFFICE CENTER	COLORED PAPER	79.94
EASTERN IOWA LIGHT & POWER	WATER TOWER UTILITIES	128.67
FARM SERVICE CREDIT	UTILITY REFUND	1,732.79
FASTENAL COMPANY	50 YD ROLL	328.54
FBI NATIONAL ACADEMY ASSOC	ANNUAL MEMBERSHIP DUES	120.00
FEH DESIGN	CONSTRUCTION ADMIN, FURNITURE	9,143.89
FLEET FUELING	GASOLINE	3,061.47
FORT DEARBORN LIFE INSURAN	DENTAL INSURANCE	851.40
GARY FELSING	OUT OF POCKET REIMBURSEMENT	27.28
GATEWAY DOOR COMPANY	INSTLL INSULATED DOOR W/ STEEL	1,599.22
GATEWAY SUPPLY LTD	ICE MELT	558.69
GENESIS HEALTH SYSTEM	EMPLOYEE ASSISTANCE PROGRAM	122.50
GENESIS SILVIS HOSPITAL	TRI-AMBULANCE SERVICES	400.00
GREAT WESTERN SUPPLY CO	CANLINERS	228.00
ICMA-RETIREMENT TRUST-457	DEFERRED COMP PLAN	2,228.44
IN THE SWIM	FAS DPD REAGENT, DPD POWDER, TLR	194.90
INTERNAL REVENUE SERVICE	FEDERAL WITHHOLDING	19,812.10
IOWA ADVISOR 529 PLAN	IA ADVISOR 529 PLAN	25.00
IOWA PERMIT TECH ASSOCIATI	ANNUAL MEMBERSHIP DUES	10.00
IOWA WORKFORCE DEVELOPMENT	UNEMPLOYMENT	1,099.00
JANSEN ELECTRIC INC	WELL CONTROLS POWER FAILURE SE	57.50
JONAS FITNESS	SOFTWARE MAINT CONTRACT	246.41
KENDRICK PEST CONTROL	PEST CONTROL SERVICE	270.00
LECTRONICS INC	FIRE/BURGLAR ALARM MAINT	40.00
LES MILLS US	CXWORX, BODY PUMP LICENSES	457.00
LIBRARY FURNITURE INTERNAT	FURNITURE DEPOSIT	123,267.00
MARC SWINGLE	INSURANCE DEDUCT	400.00
MARGARET SHADY	UTILITY REFUND	95.98
MENARDS	4X9 WHITE, HEAVY DUTY POWER GRA	132.18
MICHAEL L. FITZGERALD, TRE	IA COLLEGE SAVINGS PLAN	280.00

MICROMARKETING ASSOCIATES	DVDS	283.33
MID-STATES ORGANIZED CRIME	ANNUAL MEMBERSHIP DUES	100.00
MIDWEST PATCH	HIGH PERFORMANCE PATCH	1,545.60
NICK GRANT/POLICE BARGAINI	POLICE UNION DUES	140.00
OFFICE DEPOT	TONER, TAPE	65.86
OVERDRIVE INC	EBOOKS	250.00
PARAGON COMMERCIAL INTERIO	FURNITURE DEPOSIT	5,202.39
PETERSEN PLUMBING & HEATIN	BUILDING PERMIT REFUND-OVERPAY	40.00
PLUMB SUPPLY COMPANY	BACKFLOW REPAIR KIT	246.47
PRECISION BUILDERS INC	LIBRARY CONSTRUCTION	313,270.58
PREMIER PARTS INC	OIL FILTER	440.42
PUSH PEDAL PULL	LEATHER WALL BALL-WARRANTY	0.00
QC ANALYTICAL SERVICES LLC	OUTSIDE LAB TESTS	3,225.85
QUAD CITY COUNCIL OF POLIC	ANNUAL MEMEBERSHIP DUES	50.00
QUILL CORPORATION	INK CARTRIDGES	38.98
RANDY'S NEIGHBORHOOD MARKE	CANDY, CREAM OF TARTAR, COCOA	150.54
RICK'S TREE SERVICE	CUT DOWN ASH TREES	6,600.00
ROEDER BROTHERS INC	SEAL KIT	103.37
ROUSE CONSULTING GROUP	MONITORING & MAINTENANCE CONTR	1,324.75
RPJ ENTERPRISES LLC	REPLACED AIR CYLINDER LEAKING	347.02
SANDRY FIRE SUPPLY LLC	RETRACTABLE SEARCH LINE, CAPS F	1,538.80
SCANTRON	HARDWARE MAINT-REMOVE PRINTER	350.83
SPAHN & ROSE LUMBER COMPAN	4' CROSS TS	173.17
STAPLES	COPY PAPER, PENCILS	58.72
STEVE'S MIRROR & GLASS	INSTALL MIRROR, CLEAR TEMPERED	366.70
TASTE OF HOME	ANNUAL PERIODICAL SUBSCRIPTION	14.98
TELRITE CORPORATION	PHONE SERVICE	46.33
TERRY KASZINSKI	OUT OF POCKET REIMBURSEMENT	500.00
THE IACP	ANNUAL MEMBERSHIP DUES	380.00
THEISEN'S SUPPLY INC	HDMI CABLE	273.12
TIRES-N-MORE	TIRE REPAIR ON TRUCK, STEMS	78.55
TOTAL MAINTENANCE INC	BUILDING MAINT CONTRACT	1,140.50
TREASURER STATE OF IOWA	WET TAX DEPOSIT	6,528.90
TWIN STATE TECHNICAL SERVI	TECHNOLOGY PLANNING-EXPANSION	501.16
UNITED HEALTHCARE PLAN OF	HEALTH INSURANCE	42,200.18
UNUM LIFE INSURANCE COMPAN	DISABILITY INSURANCE	1,315.28
US BANK	DVDS	1,652.49
US POSTAL SERVICE	STAMPS	120.00
USA BLUEBOOK	SHIPPING CREDIT	3,960.25
VERIZON WIRELESS	PHONE SERVICE	160.06
W.W. GRAINGER INC.	ELECTRIC HEATER	1,428.20
WINDSTREAM IOWA COMMUNICAT	PHONE SERVICE	921.86
WINDY HILDEBRANT	GARNISHMENT	250.00
WOODRIVER ENERGY LLC	GAS UTILITY	9,349.75

Categorized by the following funds:

001	GENERAL FUND	55,502.19
110	ROAD USE	3,541.70
121	LOCAL OPTION SALES TAX	18,131.82
162	SSMID	228.00
365	LIBRARY EXPANSION	451,353.29
600	WATER UTILITY	20,753.08
610	SEWER UTILITY	27,923.99
616	DISINFECTION IMPROVEMENTS	36.46
670	GARBAGE & RECYCLING COL	30,337.03
740	STORM WATER UTILITY	1,065.52
830	PAYROLL CLEARING	25,109.70
950	CENTRAL PERFORMING ARTS C	16.76

		633,999.54

Resolution 2020-007: Approve Contract with General Constructors for the Waste Water Disinfection Improvement Project 2020. Chrones moved and Marcus seconded to approve **Resolution 2020-007**. Motion carried with Chrones, Marcus, Smith, Ketelsen voting yes.

Resolution 2020-008: Approve Street Closure for Operation Prom. Smith moved and Chrones seconded to approve **Resolution 2020-008**. Motion carried with Smith, Chrones, Ketelsen, Marcus voting yes.

Resolution 2020-009: Approve Facility Use Agreement with American Red Cross. Ketelsen moved and Chrones seconded to approve **Resolution 2020-009**. Motion carried with Ketelsen, Chrones, Marcus, Smith voting yes.

Consider options for City Hall clock repair. Chrones moved and Smith seconded to approve the \$2,219.00 option for the electric clock repair so it can be adjusted from within City Hall. Motion carried with Chrones, Smith, Marcus, Ketelsen voting yes.

First Reading – Ordinance 2020-001: An Ordinance Amending the Code of Ordinances of the City of DeWitt, Iowa, 2015, By Amending Provisions Pertaining to West Lake Street Water Connection Fee. Ketelsen moved and Smith seconded to approve first reading of **Ordinance 2020-001**. Motion carried with Ketelsen, Smith, Marcus, Chrones voting yes.

First Reading – Ordinance 2020-002: An Ordinance Amending the Code of Ordinances of the City of DeWitt, Iowa, 2015, by Amending a Section Pertaining to Sanitary Sewer Rates. Ketelsen moved and Chrones seconded to approve first reading of **Ordinance 2020-002** with a 5% increase in sewer rates. Motion carried with Ketelsen, Chrones, Smith, Marcus voting yes.

Budget Workshop (Sewer, Special Revenues, Capital Projects, Debt Service, General Fund). An amended sewer utility budget had been emailed with corrections to the sewer debt payment for next year. This results in a net loss of \$33,139. Council decided to move that amount of the \$62,500 digester pull to come from the sewer improvement-equipment replacement fund. Capital project budgets were discussed next. The fire station expansion project is listed on our plan as a 2021/2022 project so some expenses and bond revenue are included for this. Several projects from previous years have estimated amounts due from homeowners to be paid next year. It is expected that the 2019 street reconstruction project will be complete prior to June 30th so no expense is budgeted for that. The library expansion project will still be ongoing so donations and grant revenues, as well as, expenses are budgeted. It is possible the City will get to the point short-term borrowing may be needed for this as the project will be complete (and all expenses paid) prior to collection of all pledged donations. Debt service was discussed. As part of library vote, the debt service levy is to be \$.19 higher for 5 years. Next year will be year two. It allows the City to collect funds next year for use of debt payments in future years when annual payments are higher rather than decrease this rate only to increase it later. The proposed budgets for special revenue funds was discussed next. Road use budget includes increased health insurance costs, ½ the cost of a \$24,000 tractor and ½ the cost of a \$164,000 plow. Trust and agency benefits levy is set to keep the overall tax rate the same. There are over \$221,000 of benefits not being levied for in this proposal. The 411 expense is increasing as the contribution percentage was increased for next year. The emergency levy is not proposed to be used again this year but is another \$56,213 the city could levy for but isn't proposing to. Local option sales tax fund includes increasing in gasoline expense, a new computer, ½ of cost of a \$24,000 tractor and ½ the cost of a \$164,000 plow. Council decided not to transfer additional funds to equipment set asides from road use or local option next year to increase funds available for annual street maintenance while purchasing large equipment. TIF budget includes costs for amending the plan and estimated rebate payments for next year. TIF

LMI fund is budgeted for 5 houses to be done next year. SSMID budget includes the grant program for Downtown Improvement program. The police OWI fund includes purchase of PBTs or radar. The general fund budget as proposed results in a \$252,350 net loss in the unreserved general fund. Police department would like an additional officer but due to budget constraints those costs are not included in proposed budget. The police budget includes an exchange upgrade, new payroll/scheduling software, in-car camera, wireless routers, radar, purchase and equipping a new vehicle, computer replacements and tasers. Police reserves budget includes increase in uniform allowance and tasers. Fire department budget includes aerial truck inspection, Zuercher licenses, forcible entry kit, 800' hose, and smooth bore nozzle. Replacement of truck 1707 is planned to be replaced at an estimated cost of \$350,000. Purchase of 3 sets of bunker gear is budgeted. Inspection department revenues are based on 16 new houses. Compost budget includes ½ the cost of a skid loader grapple bucket. There are funds for this in reserve. Referral center building is budgeted as normal with estimated minor repairs as it is not known what their schedule is for a new building. General fund will be continued next week.

Ketelsen moved to adjourn at 9:02 pm

Donald J. Thiltgen, Mayor

Deanna Rekemeyer, acting City Clerk