

PROCEEDINGS: HOLSTEIN CITY COUNCIL • DEC. 5 MINUTES CLAIMS & REVENUE REPORT

HOLSTEIN CITY COUNCIL REGULAR MEETING CITY HALL

**MONDAY, DEC. 5, 2022, 5:30 p.m.
MINUTES**

CALL TO ORDER

The Dec. 5, 2022 Holstein City Council Meeting was called to order by Mayor Breyfogle at 5:30 p.m. Members present: Schimmer, Stevenson, Wiese, and Voss. Regennitter was absent.

Approval of Agenda

Motion by Wiese, second by Schimmer to approve the agenda. Ayes, all. Motion Carried.

Consent Agenda

Motion by Schimmer second by Voss to approve the consent agenda which included the following:

A. Minutes of Nov. 7, 2022 Regular Council Meeting, Nov. 28, 2022, Work session.

B. Treasurer's Report, Balance Sheet, Revenue Report, Budget Report, Wage Report, Reconciliation Report

C. Approval of Claims.

Ayes, all. Motion Carried.

Departmental Reports:

Mayor Report

Mayor Breyfogle reported on meetings attended in November.

Public Works Report

Director Niemeier reported on the fall work they have been doing before winter sets in. They have done some street sweeping before it snowed. They have removed some trees in the right of way that were dangerous and have been servicing equipment for winter. Niemeier also suggested that as the new budget is being worked on that council consider the purchase of a new snow plow truck as the current truck is 16 years old and has had a lot of maintenance issues this past year.

Community Center Report

There are 260 active members with new memberships this month.

Basketball season has started.

Several fitness classes started this month.

The pre-application for a grant to MLBPA Youth Development for baseball/softball equipment has been submitted.

Taxi Report

November report included 188 rides, 538 stops, and 21 days of driving.

Library Report

The new library signage is complete. Weather permitting should be installed soon.

Plans are in the works to have the library carpet cleaned. Director Todd will have it posted.

Library staff handed out 76 books for Halloween.

Dec. 3 will be the Holiday open house from 9-11 a.m. serving hot chocolate and cookies with a special story time at 10:30.

A virtual event starring African

Penguins with the Blank Park Zoo is being scheduled in February. Watch for more details.

Administrator Report

There were 3 building permits were issued in November.

The issue with the State Electrical Board and the equipotential bonding for the Aquatic Center is still pending.

The new budget season is fast approaching. Budgets worksheets and schedule are being prepared.

On Nov. 30, Administrator Pudenz received a resignation notice from Amanda Harper with Home Base Inspections and Code Enforcement Services.

BUSINESS

Set Public Hearing for Budget Amendment.

Motion by Stevenson, second by Wiese to set the public hearing for the fiscal year 2023 budget amendment for Jan. 3, 2023, at 5:30 p.m. Ayes, all. Motion carried.

Consideration of 5-year leak contract with Municipal Management Corp.

Tabled for Director Niemeier to do some additional research.

Consideration of Resolution to Authorize Transfer of Funds for purchase of 2023 Rescue Pumper Fire Truck.

Motion by Voss, second by Stevenson to approve Resolution 2022-36 to move \$189,998.51 from the Fire Depreciation Fund to the General Fund for the purchase. Roll Call Vote: Voss, aye; Wiese, aye; Regennitter, absent; Stevenson, aye; Schimmer, aye. Motion carried.

Consideration of Personnel Policy Revision.

Motion by Voss, second by Schimmer to approve the final revision of the paid parental leave addition to the personnel policy. Ayes, all. Motion carried.

Consideration of resignation and termination of contract with Amanda Harper, Homebase Inspections & Code Services.

Motion by Wiese, second by Schimmer to accept the resignation and termination of contract with Amanda Harper as the City of Holstein Code Enforcement Officer. Ayes, all. Motion Carried.

Councilperson Wiese requested that Code Enforcement stay on future council agendas until a replacement or another solution can be found.

Consideration of City Contribution for the 2023 Community Grant Application.

Motion by Schimmer, second by Wiese for the City to contribute up to \$20,000 in support of a successful grant application for the renovation of the downtown building at 128 E Second St. owned by JTL Properties. Ayes, all. Motion carried.

Consideration of Zoning Ordinance Update with Simpco.

This item was table for a separate work session.

Adjourn

Motion by Voss, second by Stevenson to adjourn. Ayes, All. Motion Carried.

Meeting adjourned at 6:34 p.m.

Kathy Breyfogle, Mayor

ATTEST:

Theresa Pudenz, City Administrator
**CITY OF HOLSTEIN CLAIMS
11-9 TO 12-06 2022 AMOUNT**

A & A Food & Fuel LLC.....	
Fuel.....	935.51
A-1 Plumbing & Heating.....	
Clerk Office Restroom Repair.....	89.64
ACCO Unlimited Corp.....	Liquid Chlorinating-Water Plnt.....603.80
Apex Crop Services Llc.....	
Weed Control - Lagoons.....	1,300.00
Baker & Taylor Entertainment.....	
Books.....	603.99
Barry Motor Co.....	
Flatbed Service.....	63.80
Builders Sharpening & Serv.....	
Skid Loader Repair.....	217.07
Casey's Business Master Card.....	
Vehicle Exp.....	131.97
Central la Distributing.....	
Comm Center Supplies.....	110.00
Cherokee Regional Medical Cntr....	
Paramedic Assist/ Dos 10/18/22....	310.00
Core & Main.....	
Storm Sewer.....	2,713.42
Correctionville Building.....	
Surge Tank Insulation.....	207.36
DBA Cosgrove Law Firm.....	Legal Services - Kies Purchase.....450.00
Counsel.....	Copier.....0.77
Dittmer Jamee... Jersey.....	1,145.00
Dollar General-Regions 410526.....	
Cookie Walk/Senior Cards... 148.75	
Downing Amanda.....	
Reimb Self Ins.....	25.00
Emergency Medical Products.....	
Ambulance Supplies.....	786.37
Feldfire.....	
Minor Equipment.....	307.50
Foundation Analytical Lab.....	
Testing.....	328.50
Fraser Billy.....	
Fire Chief Admin Stipend.....	40.00
Frontier Communications.....	
Telephone.....	961.91
Gordon Flesch Co Inc.....	
Office Supplies.....	362.24
Hach Company.....	
Water Plant Supplies.....	154.91
Hawthorne Mike.....	
Amb Coordinator/Admin Stipend....	20.00
Holstein Mfg Inc.....	
Surge Pump Covers.....	125.80
Db a Holstein Sanitation Inc.....	
Nov. 2022 Refuse Pu Contract.....	11,321.75
Holstein Super Market.....	
Operating Supp & Mat.....	164.73
Hulstein Excavating Inc.....	
Proj 21-25455PMT#4 Parking Lot.....	11,076.90
IMWCA.....	
FY22 Audit Premium Adjmnt.....	871.00
Iowa History Journal.....	
Magazine Subscription.....	18.95
Iowa One Call.....	
Oct. 2022 Locates.....	33.30

Jeo Consulting Group.....	
Proj R181776 - Aquatic Ctr.....	3,540.00
Julius Cleaners.....	
Rug Svc City Hall.....	41.25
Justice Fire & Safety.....	
2022 Fire Estiguisher Inspect.....	224.1
Matheson Tri-Gas Inc.....	
Medical Oxygen - Ambulance.....	136.99
Micromarketing Associates.....	
Audio Book.....	34.00
Mid-America Publishing.....	
Public Hearing - Gray Variance.....	301.46
MidAmerican Energy Co.....	
Utilities.....	4,420.45
Niemeier Scott.....	
Clothing Allowance 2022-23.....	141.67
NW Rural Electric Co.....	
Utilities.....	2,181.24
NW Iowa League Cities.....	
Meeting Registration.....	60.00
One Office Solution.....	
Office Supplies.....	275.56
Piper Sandler.....	
Kies Land Acquisition.....	7,500.00
Rehab Systems Inc.....	
Lift Station Cleaning.....	1,107.50
Schoon Const & Excavating.....	
Bregyfogle Nuisance - Demolition.....	8,598.00
Stan Houston Equip Co.....	
Shop Supplies.....	84.48
Stevenson Hardware.....	
Office Supplies.....	164.47
Traf-O-Teria Tack.....	
Parking Ticket Envelopes.....	346.08
USPS.....	Postage.....480.00
Utility Equipment Co.....	
Supplies.....	816.00
Ziegler Inc....	Head Lamp.....167.41
Accounts Payable Total.....	66,313.73
Fund Name Summary.....	11,076.90
001 General.....	28,829.94
110 Road Use Tax.....	3,643.62
112 Employee Benefits.....	896.00
319 Pool Capital Projects... 3,873.16	
320 Parking Lot/Poo/Rec/Ball.....	
322 Kies/Benning Land Aquisit.....	7,950.00
600 Water.....	4,458.38
610 Sewer.....	4,313.66
615 Sw Sinking/Cap. Projects...23.27	
741 Storm Water Utility.....	1,248.80
Total Funds.....	66,313.73
CITY OF HOLSTEIN REVENUES NOV. 2022	
General Total.....	58,377.99
Road Use Tax Total.....	16,325.60
Employee Benefits Total.....	1,705.53
Emergency Fund Total.....	398.14
Ur #5 - Housing Develop Total.....	2,261.22
Debt Service Total.....	18,909.75
Pool Capital Projects Total... 300.00	
Kies/Benning Land Aquisit.....	400,000.00
Water Total.....	26,934.32
Cap Projects Water Total.....	5,980.05
Sewer Total.....	22,584.86
Sw Sinking/Cap.projects Total.....	7,908.76
Storm Water Utility Total...2,391.15	
Total Revenue By Fund.....	564,077.36