

# PROCEEDINGS: HOLSTEIN CITY COUNCIL • NOV. 7 MINUTES • CLAIMS & REVENUES

**HOLSTEIN CITY COUNCIL  
REGULAR MEETING  
CITY HALL  
TUESDAY, NOV. 7, 2022  
5:30 p.m.  
MINUTES**

**CALL TO ORDER:** The Nov. 7, 2022 Holstein City Council Meeting was called to order by Mayor Breyfogle at 5:30 p.m. Members present: Regennitter, Schimmer, Stevenson, Wiese, and Voss.

**APPROVAL OF AGENDA:** Motion by Wiese, second by Regennitter 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 Oct. 3, 2022 Regular Council Meetings.

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

C. Approval of Claims. Ayes, all. Motion Carried

**DEPARTMENTAL REPORTS:  
SHERIFF REPORT**

Sheriff Harriman provided an update on his office to Council. Since January thru October, they have made 204 arrests, issued 1,065 citations, and delivered 567 civil papers. Sheriff Harriman reported time and activities spent in schools for red ribbon week which was the last week in October.

**MAYOR REPORT**

Mayor Breyfogle reported on meetings attended in October.

**PUBLIC WORKS REPORT**

Director Niemeier reported on water leak found and repaired at 305½ S. Hamburg where meter had been removed and a straight pipe put it its place. Pipes had frozen and basement was full of water with water still running until leak was stopped and repaired. Estimated loss of water is 15,000 gallons per day for an undetermined number of months.

Fall work continues in preparation of winter.

**COMMUNITY CENTER REPORT**

There are 269 with 11 sign ups this month.

Basketball season has started. Several fitness classes started this month.

Working on grant application to MLBPA Youth Development for baseball/softball equipment.

**TAXI REPORT**

October report included 231 rides, 576 stops, and 21 days of driving.

**LIBRARY REPORT**

The exterior painting is done. Mr. Barringer has done a find job and the library looks so fresh.

The October programs went well. 14 joined for Nocturnal Creatures and 4 for the author event with Heather Gudenkauf which those that joined that she was a joy to converse with.

The library gave out 76 books on Halloween.

They are planning for their holiday event scheduled for Dec. 3 from 9 a.m. to 11 a.m. A story walk of the Holstein Christmas book will be displayed in the mini park. Hot chocolate and cookies will be served inside. Kim Stevenson of

Stevenson Studios will be on hand to take pictures, a free 4x6 picture will be given. A special story-time at 10:30 a.m. of holiday books with a free holiday book being passed out.

**ADMINISTRATOR REPORT**

2 building permit was issued in September.

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

Director Pudenz stated that the 2022 Assessment Limitation for Property Taxes Payable 2023/2024 has been released by the state with the biggest impact being on Commercial and Industrial Rollback as the state eliminates the business property tax credit and replaces it with a varied rollback up to \$150,000 worth of assessed value on the Commercial and Industrial class of property.

SCE, Cherokee was here and removed the rest of the concrete and filled in the space with dirt at the 125 S. Main St. location. Barriers have been removed.

**BUSINESS**

**City Attorney – Thad Cosgrove**

Motion by Regennitter, second by Schimmer to enter into Closed Session on City Attorney Cosgrove recommendation per Iowa Code 21.5(c) to discuss strategy with council in matters in possible litigation. Roll call vote: Regennitter, aye; Schimmer, aye; Stevenson, aye; Voss, aye; Wiese aye. Time: 6:05 p.m.

Council returned from closed session at 6:35 p.m. with no action taken.

**Tom Grafft – ISG**

**1. Certificate of Substantial Completion - Aquatic Center / LSCC Parking Lot Addition**

Motion by Wiese, second by Stevenson to approve certificate of substantial completion to Hulstein Excavating Inc. for the Aquatic Center / LSCC parking lot addition. The final project was \$147.50 under estimated costs. Ayes, all. Motion Carried.

**2. Change Order #1 – Hulstein Excavating – Aquatic Center / LSCC Parking Lot Addition**

Motion by Schimmer, second by Regennitter to approve change order #1 to Hulstein Excavating Inc for the Aquatic Center/ LSCC parking lot addition. Ayes, all. Motion Carried.

**3. Pay Request #3 – Hulstein Excavating – Aquatic Center / LSCC Parking Lot Addition**

Motion by Voss, second by Schimmer to approve pay request #3 to Hulstein Excavating in the amount of \$9,020.73. Ayes, all. Motion Carried.

**4. Pay Request #4 – Hulstein Excavating – Aquatic Center / LSCC Parking Lot Addition**

Motion by Regennitter, second by Stevenson to approve final pay request #4 to be paid in 31 days to Hulstein Excavating for the amount of \$11,076.90. Ayes, all. Motion Carried.

**5. Notice of Acceptability of Work – Holstein Excavating – Aquatic Center/LSCC Parking Lot Addition**

Motion by Voss, second by Wiese to approve the Notice of Acceptability of Work as present

by Tom Grafft with ISG for the completion of the Aquatic Center / LSCC Parking Lot Addition. Ayes, all. Motion Carried.

**6. Facility Plan and Wastewater Treatment Upgrade**

Grafft updated the council on where his team was on the facility plan for the wastewater treatment upgrade.

**Engagement Letter with Piper Sandler as financial advisor for GO Bonds 2022A**

Motion by Regennitter, second by Stevenson to approve the engagement letter with Travis Squires of Piper Sandler as financial advisor for GO Bonds 2022A for Kies land purchase. Ayes, all. Motion Carried.

**Resolution authorizing and approving a Loan Agreement, providing for the placement and issuance of \$400,000 Taxable General Obligation Corporate Purpose Bonds, Series 2022A and providing for the levy of taxes to pay the same.**

Motion by Regennitter, second by Stevenson to approve Resolution 2022-33 authorizing and approving a Loan Agreement with United Bank of Iowa for \$400,000 taxable general obligation land acquisition bonds series 2022A for the purchase of 18.77 acres more or less from Douglas Kies. Roll Call Vote: Wiese, aye; Regennitter, aye; Stevenson, aye; Voss, aye. Motion Carried.

**Consideration of Software for Parks and Recreation Department**

Motion by Regennitter, second by Schimmer to approve the purchase of Sportsman's software for the Parks and Recreation department. Cost of Software is approximately \$7000. Ayes, all. Motion Carried.

**Second Reading – Ordinance 251, Floodplain Management Ordinance**

Motion by Wiese, second by Schimmer to approve the first reading of Ordinance 226, Floodplain Management. Roll Call Vote: Wiese, aye; Schimmer, aye; Voss, aye; Regennitter, aye; Stevenson, aye. Motion Carried.

Motion by Voss, second to Wiese to waive the 3<sup>rd</sup> Reading and approve Ordinance 251 Floodplain Management Ordinance. Roll Call Vote: Wiese, aye; Regennitter, aye; Stevenson, aye; Schimmer, aye; Voss, aye. Motion Carried.

**Consideration of Resolution for Annual appropriation Rebate for North Ida Investments, INC.**

Motion by Regennitter, second by Voss to approve resolution 2022-34 obligation funds an estimated \$58,786 for appropriation from the Urban Renewal Tax Revenue Fund to the Bi-Annual Payments in the fiscal year beginning July 1, 2023. Roll Call Vote: Regennitter, aye; Stevenson, aye; Schimmer, aye; Wiese, aye; Voss, aye. Motion Carried.

**Consideration of Zoning Ordinance Update**

The council was presented changes for the zoning ordinance update with no motions being made at this time.

**Consideration of Resolution for Annual appropriation Rebate**

**for North Ida Builders, INC.**

Motion by Regennitter, second by Stevenson to approve resolution 2022-35 obligation funds an estimated \$25,392 for appropriation from the Urban Renewal Tax Revenue Fund to the Bi-Annual Payments in the fiscal year beginning July 1, 2023. Roll Call Vote: Wiese, aye; Regennitter, aye; Schimmer, aye; Stevenson, aye; Voss, aye. Motion Carried.

**Consideration of City Health Insurance Renewal**

Motion by Regennitter, second by Schimmer to approve the 2023 Wellmark Health Insurance Renewal with an overall 10.45% increase for current insured. Ayes, all. Motion Carried.

**Personnel Committee – Discussion on Personnel Policy Revision**

Motion by Voss, second by Stevenson to approve and addition to the personnel policy to include 6 weeks of paid maternity leave for full-time employees. The paid leave to be 20 hours of their regular wage weekly for 6 weeks. The motion also included a change to the personnel policy offering a single health insurance plan for the head librarian who is scheduled at a minimum of 30 hours per week which is by IRS standards is full-time.

Ayes, Voss, Stevenson, Schimmer, Wiese, Nays, Regennitter. Motion Carried.

**Adjourn:** Motion by Regennitter, second by Schimmer to adjourn. Ayes, All. Motion Carried.

Meeting adjourned at 7:31 p.m.  
Kathy Breyfogle, Mayor

ATTEST:  
Theresa Pudenz, City Administrator

**CITY OF HOLSTEIN CLAIMS**

10-5 To 11-8 2022.....	.....
A & A Food & Fuel LLC.....	.....
Fuel.....	1,087.39
Ac & R Specialists.....	.....
Prev Maint - CHG Filters.....	3,595.08
AETNA Behavioral Health.....	.....
EAP Services.....	30.66
DBA Agnew & Soseman Ins.....	.....
Aquatic Center Insurance... ..	6,460.00
AgState - Cherokee.....	.....
Vehicle.....	1,447.72
Albers Dennis.....	.....
Reimb Self Ins.....	142.80
Alliance Connect.....	.....
Web Hosting.....	8.99
Baker & Taylor Entertainment.....	.....
Books.....	468.00
Bank of America.....	.....
Operating/Supplies/Maint... ..	1,467.78
Barco Municipal Products.....	.....
White Striping Paint.....	362.53
Dbk Koenig Portable Toilets.....	.....
Port Toilet Rental/Football ..	100.00
Bomgaars.....	349.98
Casey's Business Mastercard.....	.....
Vehicle Expense.....	43.63
CB Household Hazardous Waste... ..	.....
Fall Haz Clean-Up.....	145.00
Central IA Distributing.....	.....
Comm Ctr Supplies.....	492.00
Chesterman Co.....	.....
Concessions.....	301.25
Core & Main.....	.....
Waterplant Silect Check Valve.....	.....
.....	1,564.02
DBA Cosgrove Law Firm.....	.....
Legal Services.....	2,172.50
Delta Dental of Iowa.....	.....
Dental Ins.....	98.16
Dollar General-Regions 410526.....	.....
Supplies.....	91.90
Dorsey & Whitney LLP.....	.....

2022 Series Go Bond.....	11,000.00
Emergency Medical Products.....	.....
Ambulance Supplies.....	1,255.86
Fadness Arley K....Book.....	21.50
Foundation Analytical Lab.....	.....
Influent/Wastewater.....	191.25
Fraser Billy.....	.....
Fire Chief Admin Stipend.....	40.00
Frontier Communications.....	.....
Telephone.....	923.71
Fuller Digital Solutions.....	.....
Ridge View Booster.....	150.00
G-H CSD/Ridge View CSD.....	.....
Yearbook Sponsor.....	270.00
General Traffic Controls.....	.....
Traffic Sig Led 16x18 Insert.....	227.10
GIS Benefits.....	.....
Life Insurance.....	71.00
Goettsch Isaac..... Ref 3 Fb Games	10-1,8,15-2022.....60.00
Gordon Flesch Co Inc.....	.....
Help Desk Support Agreemnt.....	.....
.....	1,025.57
Gworks.....	.....
Gworks Annual Software Agremnt..	.....
.....	9,600.00
Hach Company.....	.....
Chlorine Accuvac.....	1,126.20
Hagen John....Dj Music.....	150.00
Hallett Materials.....	.....
1' Conc Gravel.....	643.91
Harriman Carson.....	.....
Ref 2 FB Games 10-8, 15-2022 .....	40.00
Hawthorne Mike.....	.....
Amb Coordinator/Admin Stipend ...	.....
.....	20.00
Dbk Holstein Sanitation Inc.....	.....
Oct 2022 Refuse Pu Contract.....	.....
.....	11,390.75
Holstein Super Market.....	.....
Operating.....	73.70
Hulstein Excavating Inc.....	.....
Proj 21-25455pmt#4fnl Prk Lot.....	.....
.....	20,097.63
Iowa Dept Revenue.....	.....
WET Tax 9-2022.....	3,776.04
Ida County Sheriff's Office.....	.....
2nd Qtr/Oct-Dec Cnty Wide Law .....	.....
.....	71,385.25
Ac & R Specialists.....	.....
Prev Maint - CHG Filters.....	3,595.08
AETNA Behavioral Health.....	.....
EAP Services.....	30.66
DBA Agnew & Soseman Ins.....	.....
Aquatic Center Insurance... ..	6,460.00
AgState - Cherokee.....	.....
Vehicle.....	1,447.72
Albers Dennis.....	.....
Reimb Self Ins.....	142.80
Alliance Connect.....	.....
Web Hosting.....	8.99
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White Striping Paint.....	362.53
Dbk Koenig Portable Toilets.....	.....
Port Toilet Rental/Football ..	100.00
Bomgaars.....	349.98
Casey's Business Mastercard.....	.....
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CB Household Hazardous Waste... ..	.....
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Central IA Distributing.....	.....
Comm Ctr Supplies.....	492.00
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Concessions.....	301.25
Core & Main.....	.....
Waterplant Silect Check Valve.....	.....
.....	1,564.02
DBA Cosgrove Law Firm.....	.....
Legal Services.....	2,172.50
Delta Dental of Iowa.....	.....
Dental Ins.....	98.16
Dollar General-Regions 410526.....	.....
Supplies.....	91.90
Dorsey & Whitney LLP.....	.....

Leak Detection Svc.....	1,000.00
Niemeier Scott.....	.....
Reimb Self Ins.....	384.82
Niemeier Scott- HSA.....	.....
HSA- Pre-Tax.....	100.00
Northern Lights Display.....	.....
Holiday Street Lights.....	10,724.43
NW Rural Electric Co.....	.....
Utilities.....	2,281.57
One Office Solution.....	.....
Office Supplies.....	137.35
Plunkett's Pest Control.....	.....
Pest Control Comm Ctr.....	108.60
Pudenz Nathan.....	.....
Ump 3 Pw Base 6-15,16,23-2022 ..	.....
.....	90.00
Pudenz Theresa.....	.....
Reimb Self Ins.....	1,380.73
Quality Pump & Control.....	.....
Keen Gmdr Kg2 4 Pump 2.....	3,368.26
Quick Med Claims.....	.....
Amb Claims Filing Fees.....	451.61
Sargent Drilling.....	.....
Pump Repair.....	3,610.00
Schmunk Benjamin.....	.....
Mileage IA Parks Conf Cc Dir.....	.....
.....	219.38
Secure Shred Solutions.....	.....
Secure Shred City.....	52.00
Stan Houston Equip Co.....	.....
Rescue Saw.....	190.09
Stevenson Hardware...Bldg Maint/	.....
Supplies/Operating.....	406.17
Stricklett Vashawn.....	.....
Ref 2 Tfb Games 10-17-22.....	100.00
Todd Emily.....	.....
Reimb Self Ins.....	85.09
Toyne Inc.....	.....
Mobile Svc Unit/Truck Repair.....	.....
.....	2,168.53
United Bank of IA.....	.....
8 Dep Bks 400 Copy.....	90.50
USPS.....	.....
Nov. UB Postage.....	300.80
Verizon Wireless.....	.....
Amb Phone.....	160.13
Vision Service Plan.....	.....
Vision Ins.....	37.21
Wellmark.....	.....
Health Ins Ben.....	3,011.16
Wessling Douglas.....	.....
Ref 2 Tfb Games 10-17-22.....	100.00
Wiemold Small Engine Rpr.....	.....
Fire Dept/Fan Repair.....	23.65
<b>Accounts Payable Total.....</b>	<b>218,274.02</b>
Fund Name Summary.....	.....
001 General.....	133,478.63
110 Road Use Tax.....	11,197.59
112 Employee Benefits.....	3,366.93
319 Pool Capital Projects.....	9,811.25
320 Parking Lot/Poo/Rec/Ball.....	.....
.....	23,928.88
321 Storm Sw Proj/Pool/Comctr.....	.....
.....	2,750.00
600 Water.....	20,636.04
610 Sewer.....	12,264.70
741 Storm Water Utility.....	840.00
<b>Total Funds.....</b>	<b>218,274.02</b>
<b>CITY OF HOLSTEIN REVENUES</b>	<b>2022, OCTOBER</b>
General Total.....	289,988.30
Road Use Tax Total.....	17,288.81
Employee Benefits Total.....	26,939.18
Emergency Fund Total.....	6,288.65
Local Option Sales Tax Total.....	.....
.....	8,110.56
UR #5 - Housing Develop T.....	.....
.....	48,304.12
UR #6A Fouts Total.....	80,256.05
Debt Service Total.....	79,931.93
Pool Capital Projects Tot.....	17,700.00
Water Total.....	27,731.32
Cap Projects Water Total.....	6,132.75
Sewer Total.....	22,260.18
Sw Sinking/Cap.projects T.....	8,012.98
Storm Water Utility Total.....	2,447.74
<b>Total Revenue By Fund.....</b>	<b>641,392.57</b>