

Lake City Council Proceedings
Monday, November 6, 2023

The City Council of Lake City, Iowa met in regular session at 5:00pm with Mayor Holm presiding. The following Council members were present: Bellinghausen, Daniel, Wilson, Gorden, and Bruns. CA Matthews, City Attorney Lauver, Assistant Chief of Police Steinborn, Community Building Manager Winter, and Interim Public Works Director Janssen were also present. Brooke Sievers and Lupe Ropa with ISG were also in attendance.

Consent Agenda: Motion by Bruns and seconded by Bellinghausen to approve the Consent Agenda consisting of the following: Agenda, Minutes from the October 16, 2023 Regular Meeting, and Summary List of Claims. All Ayes. Nays-None. MC.

Public Hearing:

Wilson motioned at 5:01pm to hold a public hearing on the SRF Loan: To review an application of a State Revolving Fund (SRF) loan and to make available to the public contents of an environmental information document and the City's project plans. Seconded by Bruns. Roll Call Vote: Ayes: Bellinghausen, Gorden, Bruns, Daniel, and Wilson. Nays-None. MC.

Brooke Sievers with ISG presented information to make available to the public the contents of an environmental information document and the City's project plan. She mentioned the project will cost approximately 1.75 million dollars for the two wells, which would result in an increase of at least \$2-\$12 per month per billable water utility account to fund this project. With no comment from the public, Bruns motioned to close the public hearing at 5:04pm. Seconded by Daniel. Roll Call Vote: Ayes: Bellinghausen, Gorden, Bruns, Daniel, and Wilson. Nays-None. MC.

Bruns motioned at 5:05pm to hold a public hearing on Ordinance 406 to Repeal Ordinance 388. Seconded by Daniel. Roll Call Vote: Ayes: Bellinghausen, Gorden, Bruns, Daniel, and Wilson. Nays-None. MC. Ordinance 388 previously set the starting time of regular council meetings from 6pm to 5pm during the months of October through March and 6pm during the months of April through September. Ordinance 406 would make it so the starting time of regular council meetings will always be 6pm year-round. No public comment was made. Bruns motioned to close the public hearing at 5:06pm. Seconded by Daniel. Roll Call Vote: Ayes: Bellinghausen, Gorden, Bruns, Daniel, and Wilson. Nays-None. MC.

Wilson motioned at 5:06pm to hold a public hearing on the proposed vacating and conveyance of 5th Street Between S. Center and South Illinois. Seconded by Bruns. Roll Call Vote: Ayes: Bellinghausen, Gorden, Bruns, Daniel, and Wilson. Nays-None. MC.

Tyler Johnston asked Council to approve his request. With no further comment from the public, Bellinghausen motioned to close the public hearing at 5:07pm. Daniel seconded. Roll Call Vote: Ayes: Bellinghausen, Gorden, Bruns, Daniel, and Wilson. Nays-None. MC.

Bruns motioned at 5:07pm to hold a public hearing on the proposed vacating and conveyance of the North Portion of Isabella Street. Seconded by Wilson. Roll Call Vote: Ayes: Bellinghausen, Gorden, Bruns, Daniel, and Wilson. Nays-None. MC.

Mary Lauver, acting as the Heisterkamp Estate attorney, addressed the Council and provided information on this matter. Lauver urged Council to grant an encroachment easement to both properties (Heisterkamp and Winter) and that if Council must vacate the street that it be vacated in the favor of her client. With no further comment from the public, Daniel motioned to end the public hearing at 5:11pm. Seconded by Bellinghausen. Roll Call Vote: Ayes: Bellinghausen, Gorden, Bruns, Daniel, and Wilson. Nays-None. MC.

Bruns motioned at 5:11pm to hold a public hearing on the proposed vacating and conveyance of Isabella Street from S. West Street to the West of Parcel 863318180002. Seconded by Bellinghausen. Roll Call Vote: Ayes: Bellinghausen, Gorden, Bruns, Daniel, and Wilson. Nays-None. MC. Nicholle Winter spoke on the matter and asked the city to give each party half of the street. CA Matthews received two letters from the Heisterkamp estate with the request that they be read during the public hearing and he did so. The letters were not in favor of the Winter vacate request and urged Council to grant an encroachment easement to both parties. Mary Lauver, acting as attorney for the Heisterkamp Estate, said that granting both parties ½ of the road would cause access issues for the Heisterkamp Estate. Council discussed the issue with both Winter and Jill Heisterkamp. Heisterkamp spoke against the vacate request. Interim Director Janssen explained where utilities are and where it becomes the city's responsibility and where the resident's responsibility lies. He mentioned there are no water or sewer mains under the street. With no further public comment Bruns motioned at 5:39pm to close the public hearing. Bellinghausen seconded. Roll Call Vote: Ayes: Bellinghausen, Gorden, Bruns, Daniel, and Wilson. Nays-None. MC.

Citizens to Address the Council: Tami Green gave an update on the closing of the time capsule and mentioned it was moved to Memorial Day in 2024. No further public comment occurred.

Guest Business: Brooke Sievers and Lupe Ropa from ISG addressed Council on the well project. They mentioned plans will be submitted to the DNR for approval. The CDBG Grant needs to be submitted by January and that is dependent upon the LMI Survey being completed. CA Matthews mentioned that the City is working diligently with MIDAS to ensure the remaining 200 houses for the LMI Survey are successfully surveyed and that if we cannot get the information that we need that alternative houses can be surveyed. ISG spoke about the easement that the City needs to acquire and CA Matthews indicated the property owner has been contacted and appears to be in favor of granting the City a temporary construction easement. Sievers mentioned the need to close a road for the construction, which she anticipates will occur in 2025, and she noted that CA Matthews had included that on the agenda.

Council Agenda: Bruns motioned to Approve the Kraft Building Permit. Seconded by Wilson. All Ayes. Nays-None. MC.

Bruns motioned to Approve Road Closure for the Well Project As Follows: To allow adequate space for means and methods of construction activities associated with the Well No. 6 and Well No. 7 project, it is proposed to close Michigan Street from the intersection of North Street south

approximately 80 feet. Residents living north of this closure would have access via the intersection of North Street and Michigan Street, and residents south of this closure would have normal access from the south via Michigan Street. The closure is estimated to be no more than 3 months and to occur during the construction window, which is anticipated to happen in year 2025, but may happen as late as 2026. Once the project is bid and a Contractor is assigned the work, an updated schedule will be provided. Seconded by Bellinghausen. All Ayes. Nays-None. MC.

Daniel motioned to Approve setting a Public Hearing for Monday 11/20/2023 for Proposed Ordinance 407, an Ordinance to Amend the Municipal Code concerning Park Board membership requirements including so that up to two members of the Park Board may be non-Lake City Residents. Bruns seconded. All Ayes. Nays-None. MC.

Brief discussion ensued about the King request. Daniel motioned to Approve King Deer Hunting Permit. Bruns seconded. All Ayes. Nays-None.

Bruns motioned to have the City provide a gift basket up to \$100 to thank Lois Smith for her many years of service as the City's Treasurer. Seconded by Daniel. All Ayes. Nays-None. MC.

Gorden motioned to Approve the First Reading of Ordinance 406: An Ordinance Repealing Ordinance 388 and Changing the Starting Time of Regular Council Meetings to Always be 6:00 p.m. Seconded by Daniel. Roll Call Vote: Ayes: Bellinghausen, Gorden, Bruns, Daniel, and Wilson. Nays-None. MC.

Motion by Wilson to Approve the Waving of the Second Reading of Ordinance 406: An Ordinance Repealing Ordinance 388 and Changing the Starting Time of Regular Council Meetings to Always be 6:00 p.m. Seconded by Daniel. Roll Call Vote: Ayes: Bellinghausen, Gorden, Bruns, Daniel, and Wilson. Nays-None. MC.

Gorden mentioned Ordinance 406 supported the 7th mission of the City of Lake City. Motion by Gorden to Approve the Third Reading and Passing of Ordinance 406: An Ordinance Repealing Ordinance 388 and Changing the Starting Time of Regular Council Meetings to Always be 6:00 p.m. Seconded by Bellinghausen. Roll Call Vote: Ayes: Bellinghausen, Gorden, Bruns, Daniel, and Wilson. Nays-None. MC.

Discussion ensued on the City's current software on the cost of the upgrade. Council requested a demonstration of the software at the next Council meeting. Daniel motioned to table Resolution 2023-78: Resolution To Upgrade The City's Financial Software With Gworks. Seconded by Gorden. All Ayes. Nays-None. MC.

Bruns motioned to deny Resolution 2023-69: Resolution To Vacate and Convey The North Portion Of Isabella Street To The Linda Heisterkamp And Ralph Heisterkamp Estates. Seconded by Daniel. All Ayes. Nays-None. MC.

Bruns motioned to deny Resolution 2023-72: Resolution To Vacate And Convey Isabella Street To Andrew And Nicholle Winter. Seconded by Wilson. All ayes. Nays-None. MC.

Daniel motioned to deny Resolution 2023-70: Resolution To Vacate and Convey 5th Street Between S. Center And South Illinois To The Adjacent Property Owners until an easement for the City is included. Seconded by Wilson. All Ayes. Nays-None. MC.

Motion by Bellinghausen to table Resolution 2023-73: Resolution To Approve An Encroachment Easement To Andrew And Nicholle Winter until the Winters are able to review the Encroachment Easement. Seconded by Daniel. All Ayes. Nays-None. MC.

Council reviewed the Encroachment Easement presented by Mary Lauver, acting as Attorney for the Heisterkamp estate. Gorden motioned to approve Resolution 2023-74: Resolution To Approve An Encroachment Easement To Linda Heisterkamp Estate And Ralph Heisterkamp Estate. Seconded by Bellinghausen. Roll Call Vote: Ayes: Bellinghausen, Gorden, Bruns, Daniel, and Wilson. Nays-None. MC.

Council discussed Resolution 2023-79: Resolution To Allow For The Annual Closing Of City Hall Between The Christmas Eve Holiday And The New Year's Day Holiday. Wilson motioned to Deny the Resolution. Second by Bruns. All Ayes. Nays-None. MC.

Brief discussion ensued on Resolution 2023-75. Bellinghausen mentioned Resolution 2023-75 supported the 5th and 6th missions of the City of Lake City. Bellinghausen motioned to approve Resolution 2023-75: Resolution To Approve The City Street Finance Report For FY2022-2023. Bruns seconded. Roll Call Vote: Ayes: Bellinghausen, Gorden, Bruns, Daniel, and Wilson. Nays-None. MC.

City Administrator Discussion/Action Items: CA Matthews announced that on Sunday November 26th at 1pm: SCC Students will be sponsoring a Turkey Trot “Thanksgiving Fun Run”. He reminded everyone that City Offices will be closed on Friday November 10, 2023 in observance of the Veterans Day holiday. He also reminded everyone that the Community Building will be open 11/7 from 7:00 a.m. until 8:00 p.m for the upcoming election. He mentioned that City Hall will be closed on the following days in the upcoming Holiday Season: Thanksgiving Day, Day after Thanksgiving, Friday December 22 for the Christmas Eve Holiday, Monday December 25 for the Christmas Day Holiday, Friday December 29 for the New Year's Eve Holiday and Monday January 1 for the New Year's Day Holiday. CA Matthews and Dana Morris spoke about the need to add a road closure to the upcoming meeting of Council.

Adjourn: With no further business, Daniel motioned to adjourn the meeting. Seconded by Bellinghausen. All Ayes. Nays-none. MC. The meeting adjourned at 6:35pm.

Next Meeting: The next council meeting is scheduled for Monday, November 20, 2023 at 6:00 p.m. in the City Hall Chambers.

Tyler Holm, Mayor

Jacob Matthews, City Administrator/Clerk

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ACCESS SYSTEMS LEASING	ADMIN COPIER LEASE	1,413.54
ACCO UNLIMITED CORP	LIQUID CHLORINATION	596.34
ARAMARK	ADMIN RUGS	64.38
BOMGAARS SUPPLY	UNIFORM ALLOWANCE	87.96
CALHOUN CO. PEACE OFFICER ASSN	2023 DUES	100
CARROLL CO. SOLID WASTE	RECYCLING FEES	43.05
CNA SURETY	BOND PREMIUM	197.2
COLUMN SOFTWARE PBC	LEGAL	39.47
DON'S PEST CONTROL	COMMUNITY BUILDING	48
EFTPS	FED/FICA TAX	4,333.57
DANNETTE ELLIS	CLEANING SERVICES	990
EMC NATIONAL LIFE COMPANY	LIFE INSURANCE	77.5
GREENER BY THE YARD	FERTILIZING	435
KENDALL & TAMI HOLM	YARD WASTE	600
IA ONE CALL	ONE CALL	26.1
IA RURAL WATER ASSOCIATIO	2024 DUES	355
IA WORKFORCE DEVELOPMENT	QUARTERLY UNEMPLOYMENT TAX	120.38
ICE TECHNOLOGIES, INC.	TECH SERVICES	690.11
IMWCA	WORKER'S COMPENSATION	1,027.00
INFINITY TRUST	VISION INSURANCE	382.12
IPERS	IPERS	6,886.86
MICHELLE JOHNSON	CLEANING SERVICES	65
LAKE CITY HARDWARE, INC.	SUPPLIES	96.48
L.C. VETERINARY CLINIC	ANIMIAL CONTROL	292
LAUVER LAW	ADMIN LEGAL FEES	875
M&S DAISY HAULING	OCT 2023 SERVICE	11,288.00
MID IOWA INSURANCE	LIQUOR LIABILITY INS	2,300.00
NAPA AUTO PARTS	SUPPLIES	381.67
GARRET ORTNER	CEMETERY/PARK MOWING	1,733.34
PEPSI	C.B. CONCESSIONS	302
	COMM BLDG WINDOW	
RAMTHUN CONSTRUCTION	INSTALLATION	11,653.80
RUETER'S EQUIPMENT	STREET EQUIPMENT	332.31
SIMMERING-CORY	CODE UPDATE PROJECT	1,000.00
TEAM LAB	EZ DOSE BLOCKS	755
TREASURER - STATE OF IOWA	SALES TAX	1,159.61
TREASURER STATE OF IOWA	PAYROLL WITHHOLDINGS	2,505.46
U.S. POSTAL SERVICE	POSTAGE	637.16
VISA	MONTHLY CHARGES	3,615.02
WELLMARK	HEALTH INSURANCE	16,827.26

ABBY WILSON	REIMBURSEMENT	175.31
Accounts Payable Total		74,508.00
Invoices: Paid		32,619.92
Invoices: Scheduled		41,888.08
Payroll Checks		17,247.00
***** REPORT TOTAL *****		91,755.00