

Lake City Council Proceedings
May 15, 2023

These minutes are as recorded by the City Administrator/Clerk and are subject to council approval at the next regular council meeting.

The City Council of Lake City, Iowa met in regular session at 6:04pm with Mayor Holm presiding and the following councilmembers were present: Gorden, Daniel, Wilson, Bellinghausen, and Bruns. CA Jacob Matthews, Interim Public Works Director Zach Janssen, Community Building Manager Nicholle Winter, Public Works Employee Dustin Smith, Chief of Police Dan Schaffer, and Officer Steven Hale were also in attendance. Stacey Lentsch from MIDAS was also in attendance.

Consent Agenda: Motion by Bruns to amend the agenda and add “Approve the Waiver of First Refusal for the Carnegie” and approve the amended agenda consisting of the following: May 1, 2023 minutes, the Summary List of Claims, and the Treasurer’s April 2023 Report” Seconded by Wilson. All Ayes. Nays-none. MC.

Public Hearing: None.

Citizens to Address the Council: None.

Guest Business: Stacey presented information explaining the CDBG and the need for the city to organize volunteers to help gather all the LMI survey data needed in order to qualify for funding for Lake City’s well projects. Council directed CA Matthews to arrange for volunteers with local churches, the FAA, or with the School. The City will provide a \$500 donation to the organization that is able to provide volunteers to help with this project.

Community Building Manager Nicholle Winter addressed Council and presented/explained the expanded easement agreement. Council requested additional schematics and information before construction work could be authorized. Winter will arrange for a day for all signing parties to be present and before a notary for the signing of the expanded easement agreement. A progress update on the construction of the second floor of the community building was also shared with Council at this time.

Council Agenda: Bruns motioned to Approve the Waiver of First Refusal for the Carnegie. Wilson seconded. All Ayes. Nays-None. MC.

Bellinghausen motioned to approve the 4th Saturday of July as the Permanent Clean-Up Day for Lake City. Daniel seconded. All Ayes. Nays-None. MC.

Wilson motioned to approve the Firework Display for the Top Rail Saddle Club for June 2023 in line with Municipal Code 3-1-5 9. Fireworks. Daniel seconded. All Ayes. Nays-None. MC.

Bruns motioned to approve Resolution 2023-33: Resolution to Appoint an Interim Director of the Public Works Department. Wilson seconded. Roll Call Vote: Daniel: Aye. Gorden: Aye. Bruns: Aye. Bellinghausen: Aye. Wilson: Aye. All Ayes. Nays-None. MC. Zach Janssen was appointed the Interim Director of Public Works.

Lake City Council Proceedings
May 15, 2023

Bruns motioned to amend and approve the amended Resolution 2023-34: Resolution to Approve the FY2024 Wages, Public Works Incentive Plan, and Bonus. Bellinghausen seconded. Roll Call Vote. Gorden: Aye. Bruns: Aye. Bellinghausen: Aye. Wilson: Aye. Daniel: Aye. All Ayes. Nays-None. MC. The amended Resolution included changes to police wages for the FY2024 budget as follows: “Steinborn \$26.94 per hour, \$24.67 for Gray and Hale.” The Public Works Incentive Plan was modified to a 50 cent raise per hour per Grade I and 75 cent raise per hour per Grade II.

CA Matthews announced that the hiring committee unanimously recommended Kyle Bellinghausen to Council for their consideration of hiring for the open position in Public Works.

Daniel motioned to approve Resolution 2023-35: Resolution to Approve the Hiring of the Candidate Recommended by the Hiring Committee for the Third Public Works Employee Position. Gorden seconded the motion. Roll Call Vote. Bruns: Aye. Bellinghausen: Abstain. Wilson: Aye. Daniel: Aye. Gorden: Aye. 4 Ayes. 1 Abstain. Nays-None. MC. Kyle Bellinghausen was hired as a Public Works Employee for the City of Lake City.

Gorden motioned to approve Resolution 2023-36: Resolution to Approve Transfer of Funds from Iowa Savings Bank to United Bank of Iowa and Improve Cash management and Performance. Bruns seconded. Roll Call Vote. Bellinghausen: Aye. Wilson: Aye. Daniel: Aye. Gorden: Aye. Bruns: Aye. All Ayes. Nays-None. MC.

Bellinghausen motioned to approve Resolution 2023-37: Resolution to Approve an Agreement for Codification Services. Gorden seconded. Roll Call Vote. Wilson Aye. Daniel: Aye. Gorden: Aye. Bruns: Aye. Bellinghausen: Aye. All Ayes. Nays-None. MC.

Bellinghausen motioned to approve Resolution 2023-38: Resolution to Approve an Easement Agreement between the City of Lake City and Wayne Dowling. Daniel seconded. Roll Call Vote. Brun: Aye. Bellinghausen: Aye. Wilson: Aye. Daniel: Aye. Gorden: Aye. All Ayes. Nays-None. MC.

CA Matthews mentioned that State law required the City to contact two CPA firms that specialize in municipal government audits. He said he contacted four and they have an opportunity to send sealed bids by June 13th for review by Council at the June 19th meeting.

CA Matthews stated that lifeguard orientation will take place on May 17 at 5pm and that the pool is slated to open on June 3. He mentioned that season passes are available at City Hall and will be available at the pool once we open.

CA Matthews praised Zach Janssen for quickly responding to a recent renewal letter from the DNR. By completing the renewal request from the DNR, Zach helped the City retain authorization to discharge our lagoon upon expiration of our current permit.

CA Matthews reminded everyone that the Friends of the Community Building Gala 2023 is set for May 27 2023 and that tickets are available at City Hall.

Lake City Council Proceedings
May 15, 2023

CA Matthews gave a friendly reminder on several aspects of property within Lake City. The first friendly reminder was concerning a resident's recent inquiry about gardening on someone's property if the City is maintaining that property. CA Matthews reminded everyone that if the City is mowing someone's property, because they are refusing to maintain it, that the City is billing them for it. But the City cannot give anyone permission to garden on property belonging to someone. He said, "It is still their property and they have legal rights that must be respected." If any members of our community desire to garden, CA Matthews invited them to come to City Hall and sign up for the Lake City Community Garden.

The next friendly reminder CA Matthews gave was on grass. He mentioned that long grass needs to be mowed in order to stay in compliance with Municipal Code 3-2-1 K and O and Municipal Code 6-10-2. He mentioned he would be doing an annual inspection of properties within the City in the near future. He also informed everyone that he intended to take appropriate action in line with Municipal Code 3-2-6 and 6-10-2 and 6-10-3. He invited all residents to do their part in keeping Lake City beautiful and safe by properly maintaining their properties.

CA Matthews mentioned that trash service would be changing starting on June 5 and that the details would be posted on Facebook.

And lastly relating to property CA Matthews said "Now, as the grass has started to green up and people are outside more often, I have seen a substantial increase of residents coming to me with concerns about their neighbor's property. I wish to speak for a moment with a friendly reminder to all – please reach out to your neighbors first when you have concerns. It is in everyone's best interest that we practice neighborliness.

When Carolyn and I lived in Colorado a rambunctious neighbor above our apartment thought it was okay to vacuum, run the dishwasher, and the washer and dryer at 2AM. I remember lying in bed, exhausted and feeling angry that I couldn't sleep with such a racket. I spoke with Carolyn and decided we would bake a plate of cookies and talk with our neighbors. You know what happened after we gave them some cookies? We had a conversation and the noise stopped and I finally was able to get some sleep.

Neighborliness, kindness, understanding, open communication and maybe even a plate of cookies are the best tools, available to us to resolve our differences and challenges with our neighbors.

If you have a complaint about your neighbor's property, you can stop by City Hall and sign a city ordinance complaint form and I will certainly enforce city ordinances, but I invite all of us to remember to be neighborly and speak with our neighbors first before coming to the City. A quick 5-minute conversation with your neighbor is the best route for everyone."

Mayor Pro Tem Bellinghausen then issued an order to reconstruct the Sidewalk for the Property of 620 W Main Street as permitted by Municipal Code and read the following statement:

"I, Gary Bellinghausen -acting in the role of Mayor Pro Tem- hereby order that the sidewalk abutting 620 W Main Street shall be reconstructed and this is in accordance with Municipal Code

**Lake City Council Proceedings
May 15, 2023**

6-7-7. The property owner has been given more than 30 days’ notice from the City to reconstruct the sidewalk and the required work has not been done and is not in the process of completion. Upon completion of the work, I will submit to Council an itemized and verified statement of expenditures for material and labor and the legal description of the property abutting the sidewalk on which work has been performed. These costs shall be assessed to the property as taxes. The City Administrator shall certify the costs to the County Treasurer for collection as provided in Section 364.12 of the Code of Iowa.”

With no further business to be brought before the Council, Bruns made a motion to adjourn. Daniel seconded. All Ayes. Nays-None. MC. The meeting adjourned at 7:10pm.

Next Meeting: The next council meeting is scheduled for June 5, 2023 at 6:00pm in the City Hall Chambers.

Tyler Holm, Mayor

Jacob Matthews, City Administrator/Clerk

CLAIMS REPORT

05-15-2023 COUNCIL MEETING

VENDOR

REFERENCE

AMOUNT

ACCO UNLIMITED CORP	WATER SUPPLIES	\$511.80
AMAZON CAPITAL SERVICES, INC.	LIBRARY SUPPLIES	\$1,013.40
ARAMARK	C.B. LINENS	\$62.83
BAKER & TAYLOR	LIBRARY MATERIALS	\$773.18
BRODART CO.	LIBRARY MATERIALS	\$140.20
CALHOUN COUNTY ENGINEER'S OFFC	STREET MAINTENANCE	\$2,704.00
CARROLL CO. SOLID WASTE	MAR 2023 RECYCLING FEES	\$57.40
CENGAGE LEARNING - GALE	LIBRARY MATERIALS	\$246.24
CENTER POINT LARGE PRINT	LIBRARY MATERIALS	\$314.93
COLLECTION SERVICES CENTER	CHILD SUPPORT	\$200.00
DAISY HAULING	APR 2023 - 671	\$11,572.00
DEMCO	LIBRARY MATERIALS	\$80.18
DON'S PEST CONTROL	COMMUNITY BUILDING	\$48.00
EFTPS	FED/FICA TAX	\$3,997.17
I & S GROUP, INC.	PROJECT 22-27063	\$3,718.55
IOWA LEAGUE OF CITIES	SUBSCRIPTION	\$75.00
IA SMALL ENGINE	PRUNER REPAIR	\$163.15
ICE TECHNOLOGIES, INC.	TECH SERVICES	\$759.61
ILLINOIS LIBRARY ASSOCIATION	LIBRARY PROGRAM	\$567.78
INGRAM LIBRARY SERVICES	LIBRARY MATERIALS	\$173.50
KELLY LUMBER CO.	STREET SUPPLIES	\$10.50
LAKE CITY HARDWARE, INC.	SUPPLIES	\$379.00

**Lake City Council Proceedings
May 15, 2023**

L.C. PUBLIC LIBRARY	LIBRARY POSTAGE	\$12.60
MID-AMERICA PUBLISHING CORP	LEGALS	\$190.09
MIDAMERICAN ENERGY COMPANY	UTILITIES	\$6,042.09
MOHR SAND & GRAVEL - CONCRETE	STREET CONCRETE	\$323.00
MORROW'S STANDARD SERVICE	POLICE VEHICLE REPAIR	\$708.24
MUNICIPAL SUPPLY	WATER SUPPLIES	\$1,036.60
NAPA AUTO PARTS	SUPPLIES	\$411.69
OFFICE OF AUDITOR OF STATE	FY 2020 FILING FEES	\$500.00
GARRET ORTNER	CEMETERY/PARK MOWING	\$1,733.34
POSTMASTER	POSTAGE	\$325.31
QUILL CORPORATION	LIBRARY MISC	\$36.89
STATE HYGIENIC LABORATORY	WATER TEST	\$203.50
WEBSTER-CALHOUN COOP	TELEPHONE / INTERNET	\$555.26
Accounts Payable Total		\$39,647.03
Payroll Checks		\$16,095.13
***** REPORT TOTAL *****		\$55,742.16