

December 21, 2009

The Aurelia City Council met in regular session on December 21, 2009. Mayor Bowen called the meeting to order at 7:06 p.m. with roll call as follows:

Present: Keith, Evans, Ballantyne, Bowen

Absent: Henkel, Lindgren

Also Present: Barb Messerole, Mark Sangwin, Jim Ebel, Justin Schulenberg, Matt Fredericksen, Deloy Bruce

Messerole informed Council that the bills payable for October, 2009 were dated November, 2009. A new software program has changed the format of the scheduled claims list and it is now sorted by department. Community Center Expense Report switched the \$228.20 and \$49.35 around for heating/cooling & electric and report now includes an amount for employee benefits so it balances with "Program Report". The "Program Report" will say "Expense Report" at the top. In the future, the minutes and bills payable will tie together. The Library report will be for one full month so their report balances with the City's. A revenue report will be included in the Council & Mayor's packets. A Trial Balance is available with the City Clerk for review.

Council discussed Snow Mobiles and ATV's on city streets. Snow mobiles and ATV's should only be driven on the shortest route out of town or on unplowed city streets. An ATV can be used for snow removal, but it should only be driven from point to point.

Motion was made by Keith to approve revised consent agenda, second by Ballantyne. Roll call vote "aye", Ballantyne, Evans, Keith "nay" none. Motion carried. Henkel & Lindgren absent.

Minutes of previous meetings
Clerk/Treasurer & Investment Reports
Bills Payable
Police Report

	<u>Revenues</u>	<u>Disbursements</u>
General Funds	10,871.77	16,768.49
Special Revenue Fund	1,574.13	0.00
Local Option Sales Tax	20,517.29	1,464.56
Road Use Tax	8,390.32	716.08
Debt Service	1,739.78	0.00
Expendable Trusts	918.92	0.00
Water Utility	10,975.70	1,686.91
Sewer Utility	9,795.34	1,130.08
Sanitation	6,025.87	5,879.42
Sewer Sinking	4,375.00	0.00
Storm Water Utility	471.00	0.00
Improvement Reserve	2,084.00	0.00
Water Bond Sinking	1,727.87	0.00
Sewer Replacement Reserve	<u>0.00</u>	<u>0.00</u>
TOTAL	79,466.99	27,645.54
November Payroll		13,261.00
Bills Payable:		
A to Z Liquor	liquor for CC bar	407.47
Aurelia Library	petty cash	75.00

Aurelia Lumber	paint, batteries, anti-freeze	272.57
Aurelia Mun. Utilities	Nov. utilities	2,849.43
Aurelia School	purchase yearbook for Library	35.00
Aurelia Star	publications of minutes	244.50
B V Stationery	ink cartridges/name plates	112.74
Baker & Taylor	Library Books	303.98
Bomgaars	shells for muskrats at lagoon	12.99
Builders Sharpening	rental of concrete breaker Library	100.00
Capstone Press	Library books	170.90
Cardmember Service	Adwords, printers, MLA workshops	678.37
Casey's	Nov. fuel	348.54
Cherokee Co. Auditor	2009 city election	1,408.54
Cherokee Co. Clerk of Ct.	court costs for dog case	60.00
Cherokee Co. Solid Waste	contract	1,981.42
Chesterman Co.	pop for CC Bar	264.60
Chronicle Times	one year subscription	82.00
Chuck Whittenburg	beer CC bar	354.05
County line Auto	6 appliances for city-wide cleanup	60.00
Data Technologies	W2 forms, 1099's, & envelopes	23.63
Ecolab	digiclean foam soap for CC	249.34
Econo Signs	galvanized pipe post	599.21
Ferguson Enterprises	shop tools	45.69
Fire Proof Plus	annual inspection of extinguishers	206.00
First Coop	Nov. diesel fuel	160.18
Fordyce Custom Woodwork	new desks at Library	5,000.00
Galls	rechargeable battery stick Police	85.96
Hach	test supplies for water	194.11
Hallett Materials	sand for streets	345.84
Helen's Commercial Laundry	towels & rugs for CC	43.72
Hinkhouse Hearing	Sangwin hearing test	18.48
Hunzelman, Putzier	billing for FY08-09 audit	596.41
Hy-Vee	juice for cc bar & office supplies	17.92
Institute of Public Affairs	IA Municipal Leadership handbook	30.16
Johnson, Jonny	labor for carpet at City Hall	936.00
Kmart	Library supplies & videos	215.60
Kuehl & Payer	copies of maps for water & sewer	37.80
Long Lines	Nov. cell phones	164.40
Messerole, Barb	budget workshop	38.88
MET	wastewater tests	39.00
MicroMarketing	Library Books	163.91
MidAmerican Energy	Nov. utilities	45.87
Nu-Telecom	Nov. phone/internet/long distance	366.64
Office Depot	Kleenex towels	43.99
Perkins Office Solution	chair mats	37.99
Plunkett's	pest control, City Hall & CC	80.40
Rehab Systems	clean roots in sewer line	175.00
Royer's Jewelry	engraving plate for Library	14.75
Sanitary Services	contract	3,838.00
Sayre, Wittgraf, & Meloy	legal advice	60.00
Smith Productions	labor hours & concrete Library	1,464.56
Michelle Swanson	repair computers & new computers	<u>2,484.00</u>
	TOTAL	27,645.54

Deloy Bruce informed Council that he has been re-elected as Fire Chief; Dustin Harrison has been re-elected as 1st Assistant Chief; Karl Pearson has been re-elected as 2nd Assistant Chief; and Roger Redig has been re-elected as Secretary/Treasurer. Evans made motion to approve re-elections for Fire Department, second by Keith. Roll call vote “aye”, Evans, Keith, Ballantyne “nay” none. Motion carried. Henkel & Lindgren absent.

Sangwin reviewed with Council the Public Works “Things to do List”. One half of the yard waste has been ground up, and have places for it to go; flushed water mains and will get list of problem ones to Fire Chief. Removed concrete by Library and Bill Smith re-poured. Helped Electric Department move electrical boxes on Library. Did annual fire extinguisher tests and do need different ones for City Hall and Library that is a water mist so it won’t be so corrosive. It was suggested to put one old one in the newspaper office. Put up Christmas decorations. DNR here for inspection. Snow plows are ready to go and have already been used, repaired snow plow blade. Received broom for the skid loader and it works well.

Sangwin reviewed with Council the prices for chlorine and acid for the pool and wells. The cost for the City to purchase their own pumps, controller with safety switch, and vac sweep would be approximately \$5,272.70. Based on last year’s usage, the reduced rate for chlorine and acid would have been a savings of \$2,262.50. Therefore, it would take around two years to pay for the equipment. Council felt long term this would be a good thing. Council suggested checking with Luchtel Distribution on price of pumps to compare with ACCO’s prices. Council tabled until January meeting.

After review, the City’s Long Lines cell phone plan has been changed to a different plan with Long Lines, which will save the City approximately \$20.00/month.

A comparison for different long distance plans from MCI, AT&T, and Nu-Telecom were reviewed. The City currently has Nu-Telecom and based on last month’s usage, MCI would have saved the City \$17.80 for the month. Messerole will switch long distance carriers.

Bad debt total for 2009 was \$1,877.50; of that \$1,008.61 was the City’s portion which includes water, sewer, garbage, and storm water utilities. After the bad debt is charged off, the City will submit to collections. Evans made motion to write off the City’s portion of the bad debt in the amount of \$1,008.61 for 2009, second by Keith. Roll call vote “aye”, Keith, Ballantyne, Evans “nay” none. Motion carried. Henkel & Lindgren absent.

Keith informed Council that the Storm Lake School will be selling their used playground equipment from the schools that they have closed. We feel we may be interested in purchasing if it is up to code and is at a reasonable price. Keith put the City’s name on a list so when the School is ready to accept bids, we will be notified.

Keith made motion to rescind ***Resolution #09-09 “Resolution Revising Code of Ordinances by Amending Chapter 23 “Utility Board of Trustees”*** which set public hearing for December 21, 2009, second by Ballantyne. Roll call vote “aye”, Ballantyne, Evans, Keith “nay” none. Motion carried. Henkel & Lindgren absent.

Keith made motion to approve ***Resolution #09-10 “Resolution Revising Code of Ordinances by Amending Chapter 23 “Utility Board of Trustees”*** and set public hearing

for January 18, 2010, second by Ballantyne. Roll call vote “aye”, Evans, Keith, Ballantyne “nay” none. Motion carried. Henkel & Lindgren absent

Jim Ebel took oath for office of Mayor; Jeff Bowen took oath for office of Council Member, Matt Fredericksen took oath for office of Council Member, and Justin Schulenberg took oath for office of Council Member. Their duties will begin at noon on Saturday, January 2, 2010. Mayor Bowen thanked the Council Members that have completed their terms for their service to the City of Aurelia.

Signers on the City’s accounts will be Ebel and Keith. Messerole will get signature cards prepared.

Messerole informed Council that Part Two of the MLA Sessions will be on preparation of the city’s budget and will be offered over the internet on Thursday, January 7, 2010, from 6:00 to 8:30 p.m. Council members and Mayor will meet at Geo-Loop to participate in the session. A budget workshop has been set for Monday, January 11, 2010, at 6:30 pm.

Copies of the Community Center Board of Trustees’ minutes are available at City Hall for public review. Discussion was held concerning the amount charged to the community center’s budget for a portion of the contribution for Electric wages.

Bowen informed Council that because he did not put “closed session” behind personnel on the agenda, he will write out employee evaluations for the three employees and meet with them one on one to evaluate before his term is completed as Mayor.

Henkel absent, no landfill report.

There being no further business to discuss, meeting was adjourned.

Jeff Bowen, Mayor

Barb Messerole, City Clerk