

MINUTES OF THE TRAEER CITY COUNCIL

The City Council of Traer, Iowa met in regular session on **Monday, July 11th 2022** at 7:00 p.m. at Municipal Hall.

ROLL CALL

Mayor Holden called the meeting to order at 7:00pm with Council Members Rausch, Erhardt, Holst, and Panfil present. Kennedy was absent.

APPROVAL OF AGENDA

MOTION by Holst, seconded by Erhardt, that the agenda is approved. Motion approved unanimously with a roll call vote.

VISITOR COMMENT

Mark Keefer gave an update on where the "Polish Up Taylor Park" project is currently sitting. He was happy to report they are working with a community design lab at Iowa State University to help come up with a plan and design on what kind of landscaping would be best in our park.

Michelle Podhajsky was present on behalf of the Traer Sesquicentennial Committee. Michelle wanted to update the council that a "kick-off" event was scheduled for next June to bring people together in the park. She's hoping the "kick-off" party will bring light to the park needs, and will encourage people to get involved with the "Polish Up Taylor Park" fundraising. The committee is also working on an online store at www.traer.com to offer commemorative items in honor of the anniversary.

Dawn Breakenridge spoke to the council about the possibility of getting some wall murals in downtown Traer. The murals would go on the buildings to the east and west of the Traer Library, with the permission of both those building owners. Dawn along with a committee of community members have been working with an area artist on plans and ideas for both walls. Dawn informed the council this project has secured some funding through the Traer Community Foundation and is hoping that the city will also help contribute through the local option sales tax funding.

CONSENT AGENDA

MOTION by Panfil, seconded by Rausch, that the minutes of the June 6th, 2022 meetings are approved. Motion approved unanimously with a roll call vote.

MOTION by Holst, seconded by Panfil, that the June Checks (#29959-30025), and 1 ACH payment (6232022) totaling \$500,588.43, are approved. Motion approved unanimously with a roll call vote.

BEER/LIQUOR PERMITS

MOTION by Panfil, seconded by Rausch, to approve a beer/liquor license for the Winding Stairs Festival. Motion approved unanimously with a roll call vote.

MOTION by Panfil, seconded by Holst, to approve a beer/liquor license for Hometown Foods. Motion approved unanimously with a roll call vote.

FY2023 OPTION TAX

The council reviewed and discussed the requests submitted for FY23 Option Tax Funding. Approx. \$65,000 in option tax money is available to award this year. 13 organizations/groups submitted applications for funding, totaling \$91,300. The council really focused on recent comments made by the State Auditor's Office in the FY21 audit report, and were very mindful of who could receive the funding without raising anymore red flags. The council also discussed how the distribution of funds is going to change as the City of Traer is going to need documentation/receipts to pay from instead of just issuing checks to the organizations, which has been done historically.

MOTION by Panfil, seconded by Rausch, to approve awarding \$4,000 to the Chamber of Commerce for downtown speakers, \$2,500 to the Chamber of Commerce for a LED monument bow, \$8,500 to Winding Stairs Festival for festival rides, \$5,000 to Redhawk Youth Sports for the youth baseball and softball program, \$3,000 to Traer Salt & Pepper Gallery for general spending, \$3,500 to Traer Golf and Country Club for the community fireworks display, \$2,500 to the Traer Sesquicentennial Committee for banners and signage advertising, \$7,000 to Traer Mural Project Committee for their funding of the downtown murals, and \$5,000 to Taylor Park Landscaping Committee to "polish up Taylor Park". Motion approved unanimously with a roll call vote.

VARIANCE REQUEST

The council reviewed a recent variance request that was approved by the planning and zoning board of adjustment on June 21st, 2022. Justin and Lisa Staker are looking to put a garage/shop on the empty lot they currently own at 807 5th Street. They currently own a home just south east of this property, but since the properties are not adjacent they had to file for a variance. MOTION by Erhardt, seconded by Rausch, to follow the recommendation of the planning and zoning board of adjustment and grant the variance to Justin and Lisa Staker. Motion approved unanimously with a roll call vote.

CONCERNS/COMMENTS/OTHER BUSINESS

MOTION by Erhardt, seconded by Rausch, to enter into closed session at 7:52pm to discuss personnel issues. Motion was approved unanimously with a roll call vote.

MOTION by Erhardt, seconded by Holst to exit closed session at 9:05pm and enter back into open meeting. No action was taken this time. Motion approved unanimously with a roll call vote.

After entering back into open meeting Mayor Holden turned the meeting over to Mayor Pro-Tem Holst to finish as he needed to leave.

Back in open meeting the council discussed cost of living raises for the public works and ambulance staff. Earlier this year when the FY23 budget was approved, the council approved a 6% cost of living raise for those employees. MOTION by Erhardt, seconded by Rausch to approve a 6% cost of living raise to public works employees Cooper, O'Brien and Skopec. Motion approved unanimously with a roll call vote. MOTION by Rausch, seconded by Erhardt, to approve a 6% cost of living raise to the ambulance employees Kennedy, Kahler and Sylvia. Motion approved with a roll call vote.

DEPARTMENT REPORTS

As a follow-up to previous meetings, Erhardt touched again on the Heartland Co-op property south of town. He wants to see us follow through with a letter for a nuisance property violation and/or dangerous building violations. They've had plenty of time to clean-up and nothing has been done. MOTION by Panfil, seconded by Rausch, to work with Brent Lechtenberg our city attorney to draft a letter to be sent. Motion approved unanimously with a roll call vote.

Erhardt also talked with Chris Cooper about Midwest Foundation Repair coming to work on the foundation/sidewalk around the Traer Library. The quote Cooper received was less than \$5,000 dollars and Erhardt would like him to move forward on that project.

Rausch spoke with Cooper about some potholes and street repairs that need to be made. Cooper informed him some of the "serious" repairs that need to be made were by contractors who had done the digging up of those streets. Rausch was going to get contractor information from Cooper so he could contact them directly.

Holst let Fire Chief Tyler Sell speak during this time about adding on to the current fire station. The department is looking at adding on space to the east side of the building, towards City Hall and the fire department has started working with local contractors to devise a plan and design that would fit the needs of the department long term. A rough number at this point for a project like this is approx. \$283,000. Panfil, who is aware of the needs of the Traer Fire Department, has spoken with our financial advisor and believes the council should reevaluate how the ARPA money the city received is being spent. Instead of using the funds towards the sewer relining project like originally planned, he would like to see the funds be put towards FD project. Working with Clerk Blaine and the financial advisor, Panfil believes the City is sitting in a good position to be able to fund the sewer relining project without the ARPA funds which would allow us to move the funds towards this community project. MOTION by Panfil, seconded by Rausch, to withdraw the ARPA funds from the sewer relining project. Motion approved unanimously with a roll call vote.

There being no further business, the meeting was adjourned.

PETE HOLDEN, MAYOR
HALEY BLAINE, CITY CLERK

TRAER CHECK REGISTER JULY 2022		
A.W.E SERVICE	Repairs/Service	310.00
ADAPCO	Spaying Oil	5,430.10
Ahlers & Cooney, P.C.	Legal	17,040.53
ALISON HOWARD	Library Hours	480.00
AMAZON.COM	Misc. Supplies	179.72
AUDITOR OF STATE	Audit	10,008.50
Barco Municipal Products Inc	Broom	894.59
Bauch & Lechtenburg Law Office	Legal	1,735.00
Bauch & Lechtenburg Law Office	Legal	4,758.56
BEV COLVIN	Refund	100.00
BILL KUBA	Refund	100.00
Blue Cross & Blue Shield	Insurance	6,821.84
BOUND TREE MEDICAL L.L.C.	Misc. Supplies	246.50
CARRICO AQUATIC RESOURCES, INC	Pool Chemical	1,368.56
CHAMPION ENTERPRISES, LLC	Repairs/Service	164.00
CHAMPION ENTERPRISES, LLC	Repairs/Service	592.50
CHRIS COOPER	Reimbursement	154.13
CLARKE	Supplies	38.11
COLUMN SOFTWARE PBC	Publications	223.05
COOLEY SANITATION LLC	Garbage	11,185.00
DIANE PANFIL	Reimbursement	72.08
FAITH PALUMBO	Refund	50.00
Farmers Savings Bank & Trust	Refund	100.00
HANNAH SWANGER	Reimbursement	35.61
HOMETOWN FOODS	Misc. Supplies	166.46
HUDSON HARDWARE PLUMBING & HEATING	Street Project	378,497.10
Ingram Library Services	Library Books	556.05
JARED HASSELMANN	Mem. Bldg. Cleaning	2,100.00
Jerico Services, Inc.	Dust Control	3,380.00
JOHN DEERE FINANCIAL	Misc. Supplies	34.81
KCL GROUP BENEFITS	Insurance	118.84
LOVE OF QUILTING	Library Subscription	20.97
MACQUEEN EQUIPMENT	Parts/Supplies	601.39
Madelon Harms	Park Cleaning	125.00
MASTERCARD	Misc. Supplies	2,523.85
NAPA AUTO PARTS	Parts/Supplies	477.84
New Century FS	Fuel	872.30
NORMA NEUBAUER	Refund	50.00
NUCARA	Misc. Supplies	15.31
PRECISION LAWN CARE	Park Mowing	1,975.00
Reuman's Clothing	Clothing	272.00
SANDY HART	Refund	100.00
SANDY SHEDA	Downtown Beautification	600.00
SCHENDEL PEST CONTROL	Pest Control	106.28
Simply Blooming	Downtown Flowers	933.81

SINCLAIR	Fuel	1,095.25
STACIE BUENRROSTRO	Refund	100.00
STOREY KENWORTHY	Office Supply	61.21
Tama Co. Public Health	Inspection	445.00
TAMA CO. SHERIFF'S OFFICE	Contract	10,388.00
TAMA CO. SOLID WASTE COMISSION	Clean-Up	963.50
TAMA/GRUNDY PUBLISHING	Publications	139.50
THOMPSON TRUCK & TRAILER, INC.	Parts/Supplies	13.58
TIFFANY MURTY	Refund	60.00
TRAER CHAMBER OF COMMERCE	Picnic RSVP	24.00
Traer Fire Dept.	Reimbursement	2,669.07
Traer Fire Dept.	Reimbursement	4,684.44
TRAER MUNICIPAL UTILITIES	Utilities	7,643.65
TRAER MUNICIPAL UTILITIES	Office Service	9,000.00
U.S. CELLULAR	Phones	150.73
UMB BANK, N.A. **	Fees	250.00
Veenstra & Kimm Inc.	Engineering	5,819.88
Vinton Trophy & Awards	EMS Plaque	79.60
WENDT TIRE & SERVICE	Repairs/Service	20.00
WEX BANK	Fuel	370.52
WHANNEL'S HARDWARE	Misc. Supplies	420.25
WINDSTREAM	Phones	67.79
WINDSTREAM	Phones	507.07
**Denotes ACH Payment		500,588.43
	JUNE 2022 REVENUES	
	GENERAL FUND	\$1,322,493
	SPECIAL REVENUE FUND	\$29,868
	DEBT SERVICE FUND	\$3,324
	CAPITAL PROJECTS	\$0
		\$1,355,685
	JUNE 2022 DISBURSEMENTS	
	GENERAL FUND	\$124,676
	SPECIAL REVENUE FUND	\$23,269
	DEBT SERVICE FUND	\$250
	CAPITAL PROJECTS	\$14,584
		\$162,779
	JUNE 2022 FUND BALANCES	
	GENERAL FUND	\$1,608,310
	SPECIAL REVENUE FUND	\$314,267
	DEBT SERVICE FUND	\$17,719
	CAPITAL PROJECTS	\$1,092,834
		\$3,033,130