

MINUTES OF THE TRAER CITY COUNCIL

The City Council of Traer, Iowa met in regular session on **Monday, April 4th 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

Mayor Holden informed the Council that he'd like to move the discussion on the Law Enforcement Contract up to the consent agenda portion of the meeting when Sheriff Kucera reads his report. MOTION by Rausch, seconded by Panfil, that the agenda is approved. Motion approved unanimously with a roll call vote.

CONSENT AGENDA

MOTION by Panfil, seconded by Holst, that the minutes of the March 7th, 2022 meeting are approved. Motion approved unanimously with a roll call vote.

MOTION by Panfil, seconded by Erhardt, that the March Checks (#29750-29813), totaling \$295,773.41, are approved. Motion approved unanimously with a roll call vote.

Sheriff Kucera arrived to the meeting approx. 7:30pm and gave his monthly report. During this time the council discussed the law enforcement contract with him. Some concerns the council had included how the deputies are reporting their hours and the wording of the proposed contract. Kucera explained the way deputy hours are reported and that they are including patrolling hours in their reports. Kucera told the council he would re-word the contract and send back to the council for further review and possible action at May's meeting. No action was taken.

PROPOSAL OF SALE OF CERTAIN REAL PROPERTY

The Traer Development Corp. and the City of Traer have received an offer of \$52,000 from Steve & Julie Arndt for Lots 29 and 30 in the Prairie West, Phase 3 addition. MOTION by Panfil, seconded by Rausch, to approve 04-04-22-01 Purposing the Sale of Certain Real Property, with a public hearing taking place on Monday, May 2nd 2022 at 7:00pm. Motion approved unanimously with a roll call vote.

2022 STREET IMPROVEMENT PROJECT

The 2022 street improvement project is moving forward and with that, the council needs to set a bid date for when project bids would be due, a public hearing date to discuss the project plans, cost, specifications, etc. and an award date, for when the council could approve and award a contract for the project. Leland with Veenstra & Kimm sent a tentative schedule for the council to review, which set the bid date as April 28th 2022 and the public hearing and award date for May 2nd 2022. MOTION by Holst, seconded by Rausch, to approve the schedule of events as Veenstra & Kimm has suggested. Motion approved unanimously with a roll call vote.

TAYLOR PARK MOWING BIDS

The council reviewed and discussed 3 mowing bids that were submitted in regards to the Taylor Park/Pool mowing job. The bids that were received were from Precision Lawn care in the amount of \$395/time, Ayden Staker in the amount of \$350/time and Trent Whitmore in the amount of \$320/time. The council discussed how well Precision has done for us these past few years and how well they've made the park look. It's a large project and Precision always has the equipment and manpower needed to get the job done. The council was happy to see 2 local young men put a bid in, and definitely like the idea of working with them in the future. The council would like to start this bidding process sooner next year to allow for conversations to be had with interested parties about equipment needed, etc. MOTION by Panfil, seconded by Holst to approve awarding the bid to Precision Lawn Care for the 2022 season, but to check back with the bidders next winter, to discuss more with them and explore changing things for 2023. Motion approved unanimously with a roll call vote.

CONCERNS/COMMENTS/OTHER BUSINESS

As a follow-up to previous meetings, the council once again discussed nuisance properties. Abatement notices have been sent to 3 properties, located on Berlin Ave., since the last council meeting. The notices gave the occupants of the home until April 18th to clean up the property, if not cleaned the City can choose to go in and clean the property, passing all charges on to the homeowner. Properties were reviewed again on April 1st, with little to no changes being made. Properties will be reviewed again prior to April 18th to check for changes and before abatement procedures begin. Clerk Blaine informed the council that she had spoken with Cooley Sanitation about the situation, Cooley Sanitation has handled issues like this before and would be willing to assist the city with this project. Their only request is an enforcement authority of some sort be present. Clerk Blaine assured them that the Tama Co. Sheriff's Department would be present if action was taken. MOTION by Panfil, seconded by Erhardt, to approve moving forward with abatement procedures after April 18th 2022 using Cooley Sanitation and the Tama Co. Sheriff's Department. Motion approved unanimously with a roll call vote.

The council reviewed bids that were received to replace the double doors on the west wall of the Memorial Building. The double doors are in very bad shape and need replaced. The council requested at March's meeting that we seek bids for an overhead door option. 4 bids were received, 1 for the construction portion of the project (Monat Built for \$3,300) and 3 overhead door bids (Overhead Door \$2,428.68, Halstead Doors \$2,050.00 and Christie Door Company \$2,200). MOTION by Panfil, seconded by Erhardt, to approve the bids for Monat Built and Halstead Doors to install an overhead door to replace the current double doors. Motion approved unanimously with a roll call vote.

STAFF REPORTS

Clerk Blaine briefly touched on a property that's located at 220 Berlin and currently on the market. With the recent sale of a Prairie West lot and the potential for 2 more in the next month, and having the extra revenue that we weren't expecting, Clerk Blaine is wondering if

the city shouldn't maybe take a look at purchasing that property. It is in the flood plain, and the options for a potential buyer are very limited. The council did agree, if the city can get it for the right price it wouldn't hurt to look into.

There being no further business, the meeting was adjourned.

PETE HOLDEN, MAYOR
HALEY BLAINE, CITY CLERK

TRAER CHECK REGISTER APRIL 2022

A.W.E SERVICE	Service	43.13
AFLAC	Insurance	38.52
ALISON HOWARD	Library Hours	320.00
AMAZON.COM	Library Supplies	364.01
APEX CLEAN ENERGY	Refund	100.00
Aspro	Street Supplies	660.10
Bauch & Lechtenburg Law Office	Legal Service	1,959.57
Blue Cross & Blue Shield	Insurance	6,821.84
BOOK FARM, LLC.	Library	184.26
BOUND TREE MEDICAL L.L.C.	Ambulance Supply	426.78
C & C WELDING INC.	Repair	360.33
CHAMPION ENTERPRISES, LLC	Repairs	443.50
CHRIS COOPER	Reimbursement	50.00
CLARKE	Sprayer Repairs	115.58
CLIA Laboratory Program	Fees	180.00
COLUMN SOFTWARE PBC	Publications	135.07
COOLEY SANITATION LLC	Garbage	10,755.00
COUNTRY HOME	Library Subscription	21.40
DIANE PANFIL	Reimbursement	266.13
DO IT YOURSELF	Library Subscription	5.75
GARDEN GATE	Library Subscription	23.00
HEUSS PRINTING, INC.	Library Subscription	24.00
HOUSE BEAUTIFUL	Library Subscription	16.05
Ingram Library Services	Library Books	1,296.56
INTERWEAVE KNITS	Library Subscription	27.95
J.E.T. ENTERPRISES	Mem. Bldg. Painting	4,448.00
JOHN DEERE FINANCIAL	Parts	571.96
KCL GROUP BENEFITS	Insurance	118.84
KENDIE WHITE	Refund	100.00
MARYJANESFARM	Library Subscription	19.95
MASTERCARD	Misc. Supplies	2,544.30
MERCYONE	Ambulance Drugs	727.37
PHYSICIAN'S CLAIMS COMPANY	Ambulance Billing	1,681.19
Powerplan	Parts	597.66
SCHENDEL PEST CONTROL	Pest Control	106.28
Scot's Supply	Misc. Supplies	3.56
SINCLAIR	Fuel	984.86
SMALL BUT MIGHTY	Refund	100.00
STOREY KENWORTHY	Office Supply	80.49
STRAWBERRY MOON MAGAZINE	Library Subscription	21.00
SUPERIOR WELDING	Supplies	332.84
Tama Co. Extension Office	Refund	100.00
TAMA CO. SHERIFF'S OFFICE	Letter Delivery	106.50
TAMA CO. SHERIFF'S OFFICE	Contract	10,388.00
TAMA/GRUNDY PUBLISHING	Ads	28.60
TAMA/GRUNDY PUBLISHING	Ads	65.00

TAYLOR CONSTRUCTION, INC	Bridge Project	166,652.40
TELEFLEX, LLC	Ambulance Supplies	1,075.50
THE PENWORTHY COMPANY	Library Books	381.48
THOMPSON TRUCK & TRAILER, INC.	Parts/Service	31.91
TIMES-REPUBLICAN	Library Subscription	236.60
TRAER MUNICIPAL UTILITIES	Office Services	9,000.00
TRAER MUNICIPAL UTILITIES	Utilities/Reimbursement	32,886.30
Traer Theatre Inc.	TCF Funds	2,100.00
TRAER UNITED METHODIST CHURCH	Refund	100.00
U.S. CELLULAR	Phones	156.89
UNITYPOINT CLINIC-OCCUP. MEDICINE	Drug Testing	42.00
Veenstra & Kimm Inc.	Engineering	33,914.88
VERANDA MAGAZINE	Library Subscription	15.00
WEX BANK	Amb. Fuel	324.38
WEX BANK	Amb. Fuel	377.66
WHANNEL'S HARDWARE	Misc. Supplies	131.34
WINDSTREAM	Phones	73.47
WINDSTREAM	Phones	508.67
		295,773.41

MAR 2022 REVENUES

GENERAL FUND	\$242,838
SPECIAL REVENUE FUND	\$14,322
DEBT SERVICE FUND	\$12,493
CAPITAL PROJECTS	\$0
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	\$269,653

**MAR 2022
DISBURSEMENTS**

GENERAL FUND	\$85,019
SPECIAL REVENUE FUND	\$19,400
DEBT SERVICE FUND	\$0
CAPITAL PROJECTS	\$84,289
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	\$188,708

MAR 2022 FUND BALANCES

GENERAL FUND	\$1,546,752
SPECIAL REVENUE FUND	\$231,714
DEBT SERVICE FUND	\$190,887
CAPITAL PROJECTS	\$0
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	\$1,969,353