

The Paullina City Council met in regular session on Monday, April 1, 2024, in the Council Chambers, City Hall, 127 South Main St, Paullina, Iowa. Mayor Marlin Sjaarda called the meeting to order at 6:00 pm. Roll Call was taken. Council Members present: Dennis Werkmeister, Jean Unrau, Nichole Jacobs, Carol Honkomp. Steve Heeren absent. Staff present: City Clerk Michelle Wilson, Police Chief Nate Bremer, Library Director Matt Dengler, Fire Chief Ryan Harper and Superintendent of Utilities Kelly Top. Guests present: Shawn Strubbe and Glenda Heithus.

Mayor Sjaarda made 2 changes to the agenda - a time correction was made to item 6 from 5:30 pm to 6:00 pm and item 10 was deleted as it was a duplicate of item 12. Motion by Werkmeister; second by Jacobs to approve the updated agenda. All ayes. Heeren absent. Motion carried.

Public Forum: No comments

Motion by Unrau; second by Jacobs to approve Consent Agenda with the following items:

- a. Approve minutes from 03/18/24 regular meeting

All ayes. Heeren absent. Motion carried.

Motion by Werkmeister; second by Unrau to approve payment of claims and pre-authorized claims. All ayes. Heeren absent. Motion carried.

Mayor Sjaarda opened the Public Hearing for 15kV Switchgear Project #1 at 6:08 pm. Mayor Sjaarda explained that this Public Hearing that was set in March 2023 to be held in April 2023 but was not held. Mari Radtke sent written questions which were answered. Motion by Jacobs; second by Honkomp to close Public Hearing at 6:16 pm. All ayes. Heeren absent. Motion carried.

Motion by Unrau; second by Jacobs to approve Resolution No. 2024-18 to accept DGR's recommendation awarding Harold K Scholz Co. the contract furnishing 15kV outdoor sheltered aisle switchgear at \$795,000. Roll call vote was taken. All ayes. Heeren absent. Motion carried.

Mayor Sjaarda opened the Public Hearing at 6:18 pm for plans and specifications, proposed form of contract, and estimate of cost for the substation improvements for the City of Paullina and the taking of bids for furnishing such work (referred to as Switchgear #2). Mayor Sjaarda shared that no bids were received for Switchgear #2. Mari Radtke sent written questions which were answered. Superintendent Top explained to Council that DGR Engineering recommended dividing the project into two parts, Substation Improvements and Distribution Improvements. Dividing the project would give us the best opportunity to receive bids from multiple contractors. Motion by Honkomp; second by Werkmeister to close Public Hearing at 6:21 pm. All ayes. Heeren absent. Motion carried.

Motion by Jacobs; second by Unrau to approve Resolution No. 2024-19 to set Public Hearing for Switchgear Substation Improvements for May 6, 2024, at 5:30 pm at City Hall, 127 South Main Street, Paullina, Iowa 51046. Roll call vote was taken. All ayes. Heeren absent. Motion carried.

Motion by Unrau; second by Jacobs to approve Resolution No. 2024-20 to set Public Hearing for the full FY25 budget adoption for April 22, 2024, at 5:30 pm at City Hall 127 South Main Street, Paullina, Iowa 51046. Roll call vote was taken. All ayes. Heeren absent. Motion carried.

Motion by Jacobs; second by Honkomp to approve Resolution # 2024-21 to set Public Hearing for FY24 budget revisions for April 22, 2024, at 5:30 pm at City Hall 127 South Main Street, Paullina, Iowa 51046. Roll call vote was taken. All ayes. Heeren absent. Motion carried.

Motion by Werkmeister; second by Honkomp to accept the resignation of Outdoor Laborer Tyler Wilbur effective April 5, 2024. All ayes. Heeren absent. Motion carried.

Motion by Jacobs; second by Honkomp to approve Resolution No. 2024-22 to hire Trent Trudeau for Waste Water Operator starting at \$23.00 per hour. Roll call vote taken. All ayes. Heeren absent. Motion carried.

Motion by Unrau; second by Werkmeister to approve Resolution No. 2024-23 to approve \$1.50/hour raise for Josh Biery effective April 1, 2024. Roll call was taken. All ayes. Heeren absent. Motion carried.

Motion by Unrau; second by Nichole to approve Resolution No. 2024-24 to hire Randy Riedemann as seasonal, part time outdoor laborer at \$15.00 per hour. Roll call was taken. All ayes. Heeren absent. Motion carried.

Reports: Superintendent Kelly Top reported that the outside city employees spent 3 ½ days hauling branches from the Maple and Broadway Street location to the city dump. The ground at the property used for removed trees is very wet and soft, hindering clean-up. City Clerk Michelle Wilson reported continued progress on the FY25 budget. Nuisance committee member Honkomp reported on continued work and follow-up with nuisance complaints.

Motion by Unrau; second by Werkmeister to adjourn the meeting at 6:43 pm. All ayes. Heeren absent. Motion carried.

Marlin Sjaarda, Mayor

ATTEST:

Michelle Wilson, City Clerk

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
A & B BUSINESS SOLUTIONS	MANAGED IT	249.98
A & M LAUNDRY	MOPS, MATS, TOWELS	40.5
AT&T MOBILITY	AMBULANCE IPAD	82.54
BLACK HILLS ENERGY/IOWA GAS UT	MARCH BILLING	752.78
CENEX FLEET FUELING	FUEL CHARGES	1,592.13
H & N SERVICE	POLICE VEHICLE MAINTENANCE	795.41
METRO-BILLING SERVICES	CLAIMS SUBMITTED	192
MID AMERICAN ENERGY	MARCH BILLING	105.1
PAULLINA FIRE DEPARTMENT	FIRE CALLS,CHIEF PAY,MTG PAY	4,585.00
PAULLINA HARDWARE	CONDUIT,STRAPS,PADLOCK,CUTTER	155.28
PITNEY BOWES BANK INC	POSTAGE LEASE	42.45
THE COMMUNITY AGENCY	MARCH BILLING	336.38
VERIZON WIRELESS	MARCH BILLING	181.7
WELLMARK BC/BS OF IOWA	APRIL BILLING	3,723.58
	GENERAL TOTAL	12,834.83

BLACK HILLS ENERGY/IOWA GAS UT	MARCH BILLING	73.62
	IOWA STATE BANK CAP PROJECT TOTAL	73.62

ENGINEERED EQUIPMENT SERVICES	ROTARY BLOWER,LAGOON PARTS	31,381.77
	ARP COVID-19 GRANT TOTAL	31,381.77

A & B BUSINESS SOLUTIONS	MANAGED IT	249.98
AT&T MOBILITY	UTILITY TABLET	13.76
CENEX FLEET FUELING	FUEL CHARGES	463.72
FOUNDATION ANALYTICAL LAB	TESTING EXPENSES	16.5
JOHN DEERE FINANCIAL	TOOLS,FILTERS,BELTS,OIL	170.82
PAULLINA HARDWARE	CONDUIT,STRAPS,PADLOCK,CUTTER	52.46
PITNEY BOWES BANK INC	POSTAGE LEASE	42.45
THE COMMUNITY AGENCY	MARCH BILLING	38.22
WELLMARK BC/BS OF IOWA	APRIL BILLING	827.46
	WATER UTILITY FUND TOTAL	1875.37

AT&T MOBILITY	UTILITY TABLET	13.75
DOUBLE F ENTERPRISE, LLC	MUD VAC,BACKHOE, MATERIALS	1,127.50
FOUNDATION ANALYTICAL LAB	TESTING EXPENSES	281
JIM'S SEWER SERVICES	ROTO-ROOTER 306 S CANNON	262.5
JOHN DEERE FINANCIAL	TOOLS,FILTERS,BELTS,OIL	117.14
PAULLINA HARDWARE	CONDUIT,STRAPS,PADLOCK,CUTTER	6.41
TRIPLE S SERVICES	JET SEWER AT 306 S CANNON	375
WELLMARK BC/BS OF IOWA	APRIL BILLING	827.46
	SEWER UTILITY FUND TOTAL	3010.76

A & B BUSINESS SOLUTIONS	MANAGED IT	249.98
A & M LAUNDRY	MOPS, MATS, TOWELS	24.44
AT&T MOBILITY	UTILITY TABLET	13.76
BLACK HILLS ENERGY/IOWA GAS UT	MARCH BILLING	35.26
BORDER STATES INDUSTRIES	FC 50-69-36-1550(6)	1,920.50
CENEX FLEET FUELING	FUEL CHARGES	420.13
DGR ENGINEERING	LUMP SUM ENG SERVICES	52,382.00
JOHN DEERE FINANCIAL	TOOLS,FILTERS,BELTS,OIL	290.8
MISSOURI RIVER ENERGY SERVICES	FEB SERVICES-SCHOOL PROJECT	1,504.58
PAULLINA HARDWARE	CONDUIT,STRAPS,PADLOCK,CUTTER	296.26
PITNEY BOWES BANK INC	POSTAGE LEASE	42.45
THE COMMUNITY AGENCY	MARCH BILLING	80.39
WELLMARK BC/BS OF IOWA	APRIL BILLING	2,896.12
WESCO	15-KV	39,950.00
	ELECTRIC UTILITY FUND TOTAL	100,106.67
Accounts Payable Total		149,283.02

