

The Paullina City Council met in regular session on Monday, August 5, 2024, at 5:30 in the Council Chambers, City Hall, 127 South Main St, Paullina, Iowa. Mayor Marlin Sjaarda called the meeting to order at 5:30 pm. Roll Call was taken. Council Members present: Steve Heeren, Carol Honkomp, Nichole Jacobs, Jean Unrau and Dennis Werkmeister. Staff present: Utility Superintendent Kelly Top, City Clerk Michelle Wilson, Police Chief Nathan Bremer, Fire Chief Ryan Harper, and Library Director Matt Dengler. Guests present: Brad Wielenga, Hunter Wielenga and Justin Van Kalsbeek . Press: Radtke. Motion by Unrau, second by Honkomp to approve agenda striking item #11 and noting #12 and 13 as resolutions. All ayes. Motion carried.

Consent Agenda: Request by Werkmeister to remove payment of claims from the Consent Agenda. (this will be addressed as a separate agenda item) Motion by Werkmeister, second by Honkomp to approve Consent Agenda as changed. All ayes. Motion carried. Approve minutes from 7/15/24 regular meeting.

Motion by Werkmeister, second by Unrau to approve claims and preauthorized claims. All ayes Motion carried.

City Announcements: a) Reminder it is the responsibility of the owner or the agent of the abutting property to keep branches on trees located in parking trimmed to at least 15 feet above the surface of the street and eight feet above the sidewalks. This is not the City's responsibility per City Ordinance. B) Reminder it is against City Ordinance to feed stray cats. It is also City Ordinance that all cats must be leashed and may not roam freely.

Mayor Sjaarda opened Public Hearing at 5:46 pm for Installation of Distribution Conduit and Feeder Cables from the New Substation Switchgear. City Clerk Wilson received no input from residents and no one was present to speak on said project. Motion by Werkmeister, second by Unrau to close public hearing at 5:47 pm. Roll call vote was taken. All ayes. Motion carried.

Motion by Heeren, second by Unrau to approve resolution accepting DGR's bid recommendation awarding Sellenriek Electric, LLC the contract for installation of distribution conduit and feeder cables from the new substation switchgear. Roll call vote was taken. All ayes. Motion carried.

Mayor Sjaarda opened Public Hearing at 5:51 pm Approving Vacating a Portion of South Cannon Street to South O'Brien Community School District. City Clerk Wilson received no input from residents and no one was present to speak on said proposal. Motion by Unrau, second by Jacobs to close Public Hearing at 5:52 pm. Roll call vote was taken. All ayes. Motion carried.

Motion by Werkmeister, second by Jacobs to approve resolution approving Vacating a Portion of South Cannon Street to South O'Brien Community School District. Roll call vote taken. All ayes. Motion carried.

Motion by Werkmeister, second by Unrau to table Resolution to hire Brian Feltman as Airport Manager until clarifying what authority approves additional duties other than those listed in the job description and responsibilities. All ayes. Motion carried.

Motion by Honkomp, second by Jacobs to approve resolution to appoint Maureen Thompson as City Treasurer for a term of 2 years. Roll call vote was taken. All ayes. Motion carried.

Mayor Sjaarda suggested changing the order of the agenda to move O.C. Sanitation discussion to next in line. Council agreed. Brad Wielenga, with support from Hunter Wielenga and Just Van Kalsbeek, addressed the Council representing O.C. Sanitation. Wielenga spoke about services O.C. Sanitation offers. The information will be under consideration. Discussion was held regarding garbage pick-up for commercial customers. Clerk Wilson informed the Council of complaints made by commercial customers about how yardage is billed. Options will be explored.

Motion by Werkmeister, second by Heeren to renew domain cityofpaullina.com. All ayes. Motion carried.

Motion by Unrau, second by Werkmeister to approve resolution approving the Change Order from Williams and Co. Roll call vote taken. All ayes. Motion carried.

Motion by Heeren, second by Jacobs to approve resolution approving Engagement Letter for FY 23 Examination by Williams and Co. Roll call vote taken. All ayes. Motion carried.

Discussion was held regarding future plans for the old Iowa State Bank building. Clerk Wilson will reach out to Kiana Johnson from O'Brien County Economic Development. Wilson will also reach out to area realtors for input.

Discussion was held regarding the Pocket Park and future plans. More discussion is needed regarding the direction the city will take for a potential sale of that property.

Superintendent Top gave an update on the sludge build up around the sewer ponds. Pond 1 will require the most work. Top will get an estimate from King Construction for the sludge removal. Brian Feltman worked on pond 2. Top reported that ponds 2 & 3 aren't terrible and that "bugs" can be used to get the sludge under control. Top has no concerns about ponds 4 and 5.

Discussion was held regarding the replacement of the line for East Lift Station. Superintendent Top said this project is not urgent and it will be readdressed in spring 2025.

Clerk Wilson updated the Council on work completed on the City Hall building water issues. Mike Hohbach spent time looking at different causes for the infiltration of rain water and believes that at least some of the issues have been taken care of – this will be looked at again after the next heavy rainfalls.

Discussion was held regarding development of the Maple and Broadway Street lots. Council person Jacobs will be in contact with Paullina Improvement Group for potential ideas. Motion by Heeren, second by Jacobs approving Brian Feltman to level the lots. All ayes. Motion carried.

Motion by Unrau, second by Jacobs to approve resolution to amend ordinance pertaining to garbage rates. (New rates were approved at 7/1/24 City Council meeting.) Ayes: Unrau, Jacobs, Honkomp and Heeren. Nay: Werkmeister. Motion carried. Passage of this resolution is recorded as 1st reading.

Motion by Unrau, second by Honkomp to approve resolution to amend ordinance pertaining to sewer rates. (New rates were approved at 7/1/24 City Council meeting.) Ayes: Heeren, Honkomp, Jacobs, and Unrau, Nay: Werkmeister. Motion carried. Passage of this resolution is recorded as 1st reading.

Motion by Unrau, second by Jacobs to approve resolution to amend ordinance pertaining to electric rates. (New rates were approved at 7/1/24 City Council meeting.) Ayes: Jacobs, Unrau, and Honkomp. Nays: Heeren and Werkmeister. Motion carried. Passage of this resolution is recorded as 1st reading.

Motion by Unrau, second by Jacobs to approve resolution to amend ordinance pertaining to water rates. (New rates were approved at 7/1/24 City Council meeting.) Ayes: Heeren, Honkomp, Jacobs and Unrau. Nay: Werkmeister. Motion Carried. Passage of this resolution is recorded as 1st reading.

Reports: Superintendent Top reported that work around the school is close to completion and Harold K. Schulz has started working on switchgear. City Clerk Wilson updated the Council on amount of air traffic going through the airport. Mayor Sjaarda attended a meeting with Kiana Johnson of O'Brien County Economic Development regarding the closing of Mercy Hospital and Clinics.

Council comments: Unrau questioned Top about the overgrowth of weeds around retention pond at west industrial park. Top informed Council that Bunkers recently sprayed.

Fire Chief Harper reported all major concrete from the future EMS site has been removed/ hauled away and all electric has been removed. Harper is waiting on engineer report for adjusting grade.

Motion by Heeren; second by Unrau to adjourn the meeting at 7:45 pm. All ayes. Motion carried.

Mayor

Marlin Sjaarda

Attest

Michelle Wilson, City Clerk

CLAIMS REPORT 08-05-2024		
VENDOR	REF	AMT
A & B BUSINESS SOLUTIONS	MOPS,MATS.SHOP TOWELS	\$83.50
AFLAC	INS	\$125.79
AGSTATE	HERBICIDE	\$49.38
AT&T MOBILITY	FIRE-IPAD	\$86.17
BARCO MUNICIPAL PRODUCTS, INC.	40 CONES, 20 CONE BAR	\$1,780.00
BLACK HILLS ENERGY/IOWA GAS UT	JULY BILLING	\$150.69
CENEX FLEET FUELING	FUEL CHARGES	\$1,769.87
CITY OF PAULLINA	JULY BILLING	\$3,005.73
DENCO HIGHWAY CONST CORP	RUNWAY LEVEL	\$15,500.00
DOUBLE F ENT	AIRPORT MAINT/MNGR	\$2,000.00
IOWA INFORMATION INC	LEGALS	\$728.50
IPERS	IPERS	\$3,890.90
JOHN DEERE FINANCIAL	OIL_HARDWARE	\$82.64
MID AMERICAN ENERGY	JUNE BILLING	\$64.32
O.C. SANITATION	FLOOD DUMPSTER	\$1,527.27
ONE OFFICE SOLUTIONS	BATTERIES	\$14.99
PAULLINA HARDWARE	SIGN	\$14.70
PITNEY BOWES BANK INC	POSTAGE	\$251.12
PRAIRIE VIEW CEMETERY	CEMETARY MAINT	\$5,000.00
THE COMMUNITY AGENCY	JULY BILLING	\$331.71
VERIZON WIRELESS	JULY BILLING	\$181.70
WELLMARK BC/BS OF IOWA	AUGUST BILLING	\$3,723.58
	GENERAL TOTAL	\$40,362.56
BECK EXCAVATING, INC	PATCH/CHIP SEAL	\$77,853.30
CARLSON STUMP GRINDING	GRINDING AND CLEAN UP	\$453.75
SCHWEBACH TREE SERVICE	STUMP REMOVAL	\$75.00
	ROAD USE TAX FUND TOTAL	\$78,182.05
KING CONSTRUCTION	LAGOON AERATION PROJECT	\$53,719.78
	ARP COVID-19 GRANT TOTAL	\$53,719.78
DEARBORN LIFE INSURANCE CO.	INSURANCE	\$13.30
	EMPLOYEE BENEFITS FUND TOTAL	\$13.30
BLACK HILLS ENERGY/IOWA GAS UT	JULY BILLING	\$35.26
CITY OF PAULLINA	JULY BILLING	\$184.90
	IOWA STATE BANK CAP PROJ TOTAL	\$220.16
DGR ENGINEERING	ENG FEES	5,058.50
WESCO	S&C 65152R1-X-(6)9093PME9 15KV	\$8,400.00
	SWITCHGEAR PROJECT	\$63,458.50
ACCO	CHLOR,ACCO BLEND	\$2,328.30
CENEX FLEET FUELING	FUEL CHARGES	\$567.05
CITY OF PAULLINA	JULY BILLING	\$1,058.89
DEARBORN LIFE INSURANCE CO.	INSURANCE	\$15.80
FOUNDATION ANALYTICAL LAB	RAW WASTE TESTING	\$139.00
IOWA ONE CALL	LOCATES	\$6.01
IPERS	IPERS	\$616.97
MID AMERICAN ENERGY	MARCH BILLING	\$398.14
PAULLINA HARDWARE	SUPPLIES	\$150.06
PITNEY BOWES BANK INC	POSTAGE	\$125.56
SHAZAM	APRIL BILLING	\$72.85
THE COMMUNITY AGENCY	JULY BILLING	\$38.36
TREASURER - STATE OF IOWA	JULY WET TAX	\$1,125.50
UTILITY EQUIPMENT COMPANY	SUPPLIES	\$5,769.48
	WATER UTILITY FUND TOTAL	\$12,411.77
CENEX FLEET FUELING	FUEL CHARGES	\$54.81
CITY OF PAULLINA	JULY BILLING	\$1,902.23
FOUNDATION ANALYTICAL LAB	TESTING	\$705.50
IOWA ONE CALL	LOCATES	\$6.00
IPERS	IPERS	\$616.95
KING CONSTRUCTION	LAGOON AERATION PROJ	\$114,817.44
PAULLINA HARDWARE	LIGHT BULBS	\$13.90
WELLMARK BC/BS OF IOWA	AUGUST BILLING	\$2,896.12
	SEWER UTILITY FUND TOTAL	\$121,012.95
A & B BUSINESS SOLUTIONS	MATS,MOP.SHOP TOWELS	\$48.88
R BEERMANN	CR RFND	\$22.17
BLACK HILLS ENERGY/IOWA GAS UT	JULY BILLING	\$36.01
CENEX FLEET FUELING	FUEL CHARGES	\$222.95
CITY OF PAULLINA	JULY BILLING	\$164.96
L CRAIG	DP RFND	\$188.13
DEARBORN LIFE INSURANCE CO.	INSURANCE	\$29.10
H & N SERVICE	TUBES	\$16.80
IOWA ONE CALL	LOCATES	\$6.19
IPERS	IPERS	\$2,076.76
IRBY	SCALE GUAGE KIT	\$22.50
JOHN DEERE FINANCIAL	SHOP TOWELS,FEELER GUAGE	\$152.08
MISSOURI RIVER ENERGY SERVICES	URD SCHOOL	\$3,080.44
MUELLER EQUIPMENT	REEL TRAILER	\$8,259.00
PAULLINA HARDWARE	SUPPLIES	\$335.13
PITNEY BOWES BANK INC	POSTAGE	\$125.57
SHAZAM	APRIL BILLING	\$72.66
THE COMMUNITY AGENCY	JULY BILLING	\$80.67
WELLMARK BC/BS OF IOWA	AUGUST BILLING	\$827.46
	ELECTRIC UTILITY FUND TOTAL	\$15,767.26
	ACCOUNTS PAYABLE TOTAL	\$385,148.33