City of Menlo

Regular City Council Meeting

August 2, 2017 – 7:00 PM

Clerk’s Office

Mayor Clarke called the meeting to order at 7:00 pm with Korradi, Culver, Miller, and Jacobson present. Behnken was absent. City Attorney Stewart was also present. Jacobson moved to approve the agenda. Korradi seconded the motion. All Ayes.

Jake Faust reported that he received a bid from Karl Chevrolet for running boards for $600.00 other bids were between $149.00 to $340.00 depending on the brand and style. Motion by Culver, seconded by Jacobson to purchase running boards with Jake installing them with a $300.00 maximum on purchase. All Ayes. Faust also reported that the change over to the new LED lights was 80% complete and will dispose of the old lights, tractor has an electrical problem, is ordering seat covers, Library wall is completed and he will get a lift to trim trees while the summer help is here.

Clerk Blass reported State Auditors are coming August 7th – 9th, City Election nomination papers are available to get signatures for the mayor and council members whose term is up, copy of NIMS certificate is needed for Behnken and Miller to be in-compliance, received the CDBG contract to be signed and returned to Region XII and we will need to send letters out regarding the matched fund obligations, and that the Street Finance Report training was very informative.

Discussion of sample fireworks ordinance was held. Council agreed to allow fireworks but limit it certain dates and times. Attorney Stewart suggested to follow state procedures with dates and times and that most cities use permits to sell, this helps to restrict area where sold and to know who is selling fireworks. Ordinance was tabled until September meeting.

Updating the Zoning Ordinances was discussed. Region XII quoted a price of $1750.00, with maps the cost would be $2000.00. Council did not wish to have Region XII update them at this time. Council requested a Zoning meeting to be held to discuss building permit change.

Bids for 1994 Pickup were opened and presented to council. Motion by Miller, seconded by Korradi to accept the highest bid of $815.00 from Mike Culver. All Ayes with Culver abstaining from vote.

Mr. & Mrs. Lyle Griswold were present to present their building plans and pay the sewer deposit for a new house to be built next spring.

Motion by Jacobson, seconded by Korradi to approve Short’s Place Liquor License renewal. All Ayes.

Motion by Culver, seconded by Miller to approve Short’s Place Tobacco Permit renewal. All Ayes.

Brent & Amanda Powell were present to discuss purchasing the empty lot north of Short’s Place. Council stated they would have to take bids and hold a public hearing and that the property would be sold as is. Motion by Culver, seconded by Korradi to sell the lot North of Short’s Place. All Ayes.

Verne & Keryl Grasty were present to discuss purchasing the 10’ piece of property adjacent to their property. Survey is completed on school lot property. Motion by Miller, seconded by Korradi to sell ten feet of school lot property. All Ayes. Council will place resolution of intent to sell on the September 6, 2017 agenda.

Motion by Korradi, seconded by Jacobson to approve revised vacation policy in the employee handbook. All Ayes.

Council discussed the issue of Jessica Jones swimming pool being on right of way property. It was agreed to allow the pool to be moved this fall when it is drained.

Karla Jannings from Region XII was present to discuss CDBG grant awards to 5 homes in Menlo and development for empty school lots. Jannings stressed that marketing is key to development on the empty lots. Contact developer with available incentives to promote building houses. Chris Whitaker would be the contact for Residential Restricted District information, but Jannings felt that if the City puts too many restrictions on property it would slow down development.

Community building rental agreement for exempt entities was reviewed. Council added Emergency Management Association and Menlo Library Foundation to the exempt list. Revision to the document were to add the word Annual to the heading and remove the cost section. Motion by Korradi, seconded by Culver to approve the new agreement with the stated changes. All Ayes.

Council discussed Paul Luckinbill’s request for an extension on the nuisance abatement regarding his garage. Council felt that giving him until October 4th would be enough time. If not torn down by then, the City will abate the nuisance. Motion by Jacobson, seconded by Korradi to send a notice giving them until October 4, 2017 to tear down said garage. Ayes – Korradi, Jacobson, Culver. Nays – Miller. Motion passed.

The Mayor and Attorney Stewart gave updates on nuisance properties. Several letters and notices will be sent to residents about cleaning up yards and junk vehicles. Motion by Culver, seconded by Miller to send notice to abate grain truck and car trailer to Earl Jacobson at 110 Adair St. All Ayes.

Public Forum: No discussion.

Culver moved to approve the consent agenda, minutes of regular meeting 07-05-17, bills submitted for approval, and clerk reports. Korradi seconded the motion. All Ayes.

Miller moved to adjourn the meeting, Culver seconded the motion. All Ayes

Mayor Clarke declared the meeting adjourned at 8:45 PM.

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Michael Clarke, Mayor Attest: Gwen Blass, City Clerk

**Bills Submitted for Approval**

Salaries 4,655.03

IPERS 753.25

EFTPS - Federal Withholding 1,433.82

State Withholding 234.00

Agri Drain Road & Sewer Rpr 748.52

Alliant Gas & Electricity 1,268.53

Blass, Gwen Desk & Mileage 125.64

Card Center Gas & Chairs 742.79

Coon Valley Coop Telephone Phone 224.12

Employee Benefit Systems Hlth Ins 400.00

Farmers Electric Cooperative Lagoon Util 33.33

Ferrellgas Oiler LP 105.98

First State Bank Backhoe Payment 1,442.85

Guthrie Co. Abstract Title Search/Kading Ag 150.00

Hawkeye Truck Equipment Ladder Rack/Toolbox 1,760.00

IA DNR Permit Fees 210.00

IA One Call Locate Notification 15.30

Jebro Inc. Road Oil 10,229.18

Jim’s Johns Inc. Kybo Rent 85.00

Karl Chevrolet Pickup 28,266.96

Landus Cooperative Lagoon Weed Chem 67.02

Menlo Public Library July & Aug. Salary 1,794.17

Miller Plumbing & Heating Lift Station Pump 5,169.48

Office Depot Supplies 139.83

R & D Service Fuel 63.08

Schildberg Construction Road Rock 1,156.66

Stewart Law & Mediation Atty Fees 2,701.50

Stuart True Value Hardware Sewer Rpr Parts 99.93

The Stuart Herald Publications 330.39

US Post Office Postage 49.00

Verizon Cell Phone 56.30

Wallace Auto Supply Concrete Saw & Parts 316.41

Wellmark Hlth Ins 1,202.56

Xenia Rural Water Utilities 100.66

**TOTAL** 66,131.29

**May Income**

General Fund 3,641.89

Road Use 4,056.67

Employee Benefits 1,050.80

Emergency 31.59

LOST 1,850.50

TIF 0.95

Debt Service 295.08

Sewer 12,689.85

**TOTAL** 23,617.33