

City of Fertile

City Council Meeting Minutes

November 20, 2012 - 7:00 PM, City Hall

Call to Order & Roll Call

- Present were: Mayor Joyce Russell; Council Members: Jeff Berg, Julie Jessen, Penny Miller, Tad Miller, Pat Renchin; City Clerk Eddie May & Maintenance Manager Steve Roberts.
- Last month's minutes included a motion in regards to the Library Project as follows: *Pat Motioned, Tad 2nd to accept CRW Architecture & Design Group (affiliated with Yaggy-Colby) to re-work the original concept into alternative concepts feasible for anticipated financing to be presented to the public for their response. Roll-Call-Vote Unanimous.* Correction: Penny abstained. *Tad motioned, Pat 2nd to approve the Oct. minutes as amended.* Unanimous.
- *Pat motioned, Tad 2nd to add Tree Stump Removal From Park as a discussion option and approve agenda.* Unanimous.
- Agendas are posted at City Hall, at the Library, and at the Post Office, 24 hours in advance of each Council Meeting. If you wish to be on the Agenda, please contact City Hall two days before the meeting.

Worth County Fair Board's Beautification Committee

- Dennis May explained a project the Committee is initiating to design and display statues representing each City in Worth County at the Fairgrounds with a replica of the statue provided to each City. He asked the Council for an idea for a statue representing Fertile. Some of the ideas presented for each City so far include: a turkey for Grafton, a railroad conductor for Manly, a sunset on railroad tracks for Hanlontown, the Thinker for Joice, a heart for Kensett, and several ideas have been presented for Northwood. *Julie motioned, Penny 2nd to tentatively consider a statue reflecting the mill and dam for Fertile, but to ask for other ideas from the Fertile residents on the back of next month's utility bills.* Unanimous.

Deputy Clerk Position

- The City received 14 resumes for the position. Mayor Russell and Eddie interviewed 10 of the applicants. They presented 2 applicants to the Council based on: understanding of local government, experience, education, computer skills, knowledge of accounting principles; availability, and information from a background check.
- Questions rose as to why the City needs a Deputy Clerk. Eddie responded by providing 4 reasons. First, auditors look for levels of checks and balances. Many small towns throughout Iowa are breaking up the City Clerk position to avoid embezzlement acquisitions. Second, since Eddie took the position 8 years ago, job requirements have increased drastically for 2 reasons: 9/11 and the Casino. 9/11 brought about many more reporting and information tracking requirements never there before. The casino grants through the WCDA has almost doubled the City budget and has required additional grant writing & administrating duties as well as project management duties. Third, Eddie's primary job has grown and his responsibilities there, including frequent travel and additional administrative duties have put a strain on what he can accomplish each week. The Fourth reason is that Mayor Russell would like to delegate management of the Community Center to the Deputy Clerk so that she can begin to cut back on some hours as well.
- Questions rose regarding the need to keep Eddie or to just let the Deputy Clerk be the City Clerk. Eddie stated that may happen, but that he sees the need for checks and balances to be in place even if he is not involved. Eddie assured the Council that there will be little overlap as the Deputy Clerk will perform certain duties and he will

perform different duties. The Mayor will receive utility payments, the Deputy Clerk will enter in utility bill payments and make the deposit tickets, the Mayor will check the deposit and the maintenance man will take the deposit to the bank. The City Clerk will balance the checkbook and make the financial statements. This is an example of the checks and balances in practice. This will ultimately lower the City Clerk's time and cost the City less money overall.

- *At 7:20, Jeff motioned, Julie 2nd to close the public meeting to interview the two applicants.* Unanimous. *At 7:45, Penny motioned, Julie 2nd to re-open the public meeting.* Unanimous
- The Council then thanked the two applicants, said they could leave if they wanted to, and they would be contacted tomorrow if they did not stay. Both applicants left.
- At the end of the Council meeting, the Council voted to fill the position as follows: *Jeff motioned, Pat 2nd to hire Nicole Hare as the Deputy Clerk.* Roll-Call-Vote: 4 ayes, Penny nay, Motion Carried.

Library Project

- Jose Rivas from CRW Architecture & Design Group presented two construction and design options for the Library building. Option 1 came to a total of \$809,780 with architectural & engineering services. Option 2 came to a total of \$458,430.
- The Library Board was in attendance to give their unanimous support to option 2. They feel the cost price of option 2, while considering the pros and cons of both options, is the responsible choice.
- The Council asked that the Library consider ways to compromise on option 1 to explore cost savings for that option. The Library Board agreed to work with Jose for a feasible compromise for option 1 for next month's meeting. They will also come up with a table of pros and cons for both options.
- *Pat motioned, Tad 2nd to allow the Library to present two adjusted options to the Council in December so the Council can present both options to the public for their opinion.* Unanimous.

City Maintenance Report

- Steve attended his first set of classes for Utility Certification.
- Steve finished the sewer gate to prevent large items from damaging the sewer grinders. Last month we spent over \$5,000 repairing damage to the grinders.
- Steve, Frank's Repair, and Clapper Tree Service removed the large tree from the river above the dam. The Fire Dept. has blown off the branches and debris from the edge of the dam.
- The sewer lagoon draw-down went well, no repairs are needed
- The snow plow truck has been in for service at Miller's Diesel, Bauer Tires and Johansen Welding for repairs including: 4 new tires, box repairs and radiator replacement.
- The Iowa Rural Water Association will be assisting us with the new sewer permits. This is a free service since we are a member.
- Steve bought a new tool for shutting off water valves that will make it easier to shut off problem valves and valves during the winter.
- Steve replaced a 1,000 gallon propane tank with a 3-400 gallon tank at the sewer plant to save cost and make it easier to maintain.
- *Pat motioned, Julie 2nd to approve report.* Unanimous.

Mayor's Report

- 296 ballots were cast in Fertile for the Presidential election!
- The Council, Mayor Russell, Eddie, Steve and Dennis Faber from Larsen Plumbing & Heating attended a Multi-Jurisdictional Hazard Mitigation meeting with NIACOG. NIACOG is working with each City to prepare the plan, required by FEMA, for Worth County.
- Last Saturday the Holiday Cookie Sale & craft show sponsored by the Fertile Lutheran Church was held at City Hall.

- Questions were raised concerning the shooting of bows, crossbows, BB guns, airsoft guns, etc. in town. The current ordinance states: "No person, firm, or corporation shall discharge or fire any cannon, gun, bomb, pistol, air gun, or other firearms or set off or burn firecrackers, torpedoes, sky rockets, roman candles, or other fireworks of like construction or any fireworks containing any explosive or inflammable compound, or other device containing any explosive." Inclusion of bows and crossbows may be considered on the next update of the City Ordinances.

- **Pat motioned, Penny 2nd to approve report.** Unanimous.

City Clerk's Report

- Eddie presented the Oct. Financials. A complete set of financials are available at City Hall upon request. The following is only a summary of the year-to-date income, expenses and fund balances.

7/1 – 10/31	General	Roads	Water/Sewer	Total
Income	65,735.25	12,339.24	54,499.34	\$64,500.08
Expense	57,082.27	4,818.95	53,892.31	115,793.53
Total	8,652.98	7,520.29	10,607.77	26,781.04
Fund Balance	45,018.20	50,696.25	102,510.78	198,225.23

- **Pat motioned, Tad 2nd to approve October Bills.** Unanimous

- **No liens were presented**

Removal of Tree Stumps in Park

- Requests have been made to remove the tree stumps in the Rhodes Island Park. Mayor Russell informed the Council on the danger of erosion if the stumps were removed. It was suggested that more trees be planted to help erosion and allow the stumps to be removed. Mayor Russell reminded the Council of the recent trees that have been planted and how many of them were washed away during the floods. Discussion on the park was tabled for further review at a later time.

Committee Reports

- No reports were presented

Upcoming Meetings

- The Fertile City Council will meet in regular session at 7:00PM, Tuesday, December 18th, 2012, at Fertile City Hall.

Next Meeting's Topics – beyond Department Reports

- Library Project
- Budget
- **Penny moved and Pat 2nd to approve next meeting's topics.** Unanimous. More items may be added before agenda is posted.
- **Penny moved and Pat 2nd to adjourn the meeting.** Unanimous.

City of Fertile Bills Paid As of October 31, 2012

Type	Date	Num	Name	Memo	Amount
Checking					
Check	10/01/2012	6216	Fertile Fire Department V	Quarterly Allocation	-3,500.00
Check	10/01/2012	6217	Fertile Public Library V	Quarterly Payment	-4,750.00
Deposit	10/01/2012			Local Option Sales Tax	2,208.48
Deposit	10/02/2012			Casino Funds	2,688.77
Deposit	10/03/2012			Utility Bill & Rental Deposit	4,447.39
Paycheck	10/03/2012	6212	Roberts, Stephen J	Payroll	-876.77
Paycheck	10/03/2012	6213	Russell, Joyce	Payroll	-755.16
Paycheck	10/03/2012	6215	May III, Edgar F.	Payroll	-503.47
Paycheck	10/03/2012	6214	Bruns, Warren	Payroll	-308.99
Bill Pmt -Check	10/03/2012	6218	Lonnie Knudson	Community Center Cleaning	-60.00
Bill Pmt -Check	10/03/2012	6219	CarQuest	Sewer Equipment	-41.87
Bill Pmt -Check	10/03/2012	6220	Iowa Department of Natural Re	Annual Water Use Fee for 2013	-66.00
Bill Pmt -Check	10/03/2012	6221	Larsen Plumbing & Heating	Install Water Meter	-72.00
Bill Pmt -Check	10/03/2012	6222	Northwood Anchor, Inc.	Annual Report Publication	-209.95
Bill Pmt -Check	10/03/2012	6223	Plunkett's	Pest Control	-444.00
Deposit	10/03/2012			Property Taxes	27,583.27
Deposit	10/09/2012			Utility Bill Deposit	387.20
Liability Check	10/12/2012	eftps	United States Treasury	Payroll Taxes	-1,246.45
Liability Check	10/15/2012	IQUE	IPERS	Payroll Benefits	-807.71
Deposit	10/15/2012			Road Use Tax	1,514.09
Deposit	10/15/2012			Utility Bill Liens	2,170.13
Paycheck	10/17/2012	6224	Roberts, Stephen J	Payroll	-876.77
Check	10/18/2012	6203	First Security Bank & Trust	Community Center Loan Payment	-2,500.00
Check	10/20/2012	6225	US Post Office	Stamps	-263.00
Deposit	10/21/2012			Utility Bills, Rents, Little League, Permit, I	12,393.35
Bill Pmt -Check	10/21/2012	6226	AgSource Laboratories	Water Testing	-12.00
Bill Pmt -Check	10/21/2012	6227	Black Hills Energy	Natural Gas	-143.55
Bill Pmt -Check	10/21/2012	6228	Hare Electric	Sewer Pump Repairs	-5,795.52
Bill Pmt -Check	10/21/2012	6229	Hawkins, Inc.	Chlorine	-5.00
Bill Pmt -Check	10/21/2012	6230	Menards	Snow Fence & Sewer Supplies	-131.80
Bill Pmt -Check	10/21/2012	6231	Mills Fleet Farm	Chain Saw & Light	-70.17
Bill Pmt -Check	10/21/2012	6232	Municipal Managemet Corp.	Water Leak Detection	-800.00
Bill Pmt -Check	10/21/2012	6233	North Iowa Media Group	Library Bid Notice	-38.18
Bill Pmt -Check	10/21/2012	6234	Northwood Anchor, Inc.	Library Public Notice	-209.95
Bill Pmt -Check	10/21/2012	6235	Pronto	Gas for Truck/mower	-368.96
Bill Pmt -Check	10/21/2012	6236	PSI	2500 Utility Bill Cards	-84.75
Bill Pmt -Check	10/21/2012	6237	UPS	Water testing	-22.31
Bill Pmt -Check	10/21/2012	6238	Verizon Wireless	Cell Phone	-43.44
Bill Pmt -Check	10/21/2012	6239	Waste Management	Landfill/Garbage	-1,918.58
Bill Pmt -Check	10/21/2012	6240	WCTA	Telephone/Internet	-145.86
Bill Pmt -Check	10/21/2012	6241	Worth County Engineer v	Diesel Fuel - Skid Loader	-93.28
Deposit	10/22/2012			Utility Bills	73.60
Liability Check	10/30/2012	e-file	Iowa Department of Revenue &	Payroll Taxes	-444.00
Deposit	10/30/2012		Treasurer - State of Iowa	Enrich Iowa - Needs to be paid to Library	1,008.52
Check	10/31/2012	e-file	Iowa Workforce Development	Payroll Taxes	-35.00
Deposit	10/31/2012			Utility Bills, RUTF, Permits	5,641.92
Bill Pmt -Check	10/31/2012	6242	AgSource Laboratories	Water Testing/Wasterwater	-56.00
Bill Pmt -Check	10/31/2012	6243	Alliant Energy	Electric Bill	-1,383.86
Bill Pmt -Check	10/31/2012	6244	Cemstone Concrete Materials	Lift catch basin for manhole	-236.88
Bill Pmt -Check	10/31/2012	6245	Frank's Repair	Remove dead tree from river	-150.00
Bill Pmt -Check	10/31/2012	6246	Hawkins, Inc.	Chlorine	-5.00
Bill Pmt -Check	10/31/2012	6247	IMWCA	Worker's Compensation Coverage	-11.00
Bill Pmt -Check	10/31/2012	6248	Johansen Welding Constructor	Alum. Hinged Manhole cover	-1,200.00
Bill Pmt -Check	10/31/2012	6249	K&H Cooperative Oil Co.	New LP Tanks	-211.85
Bill Pmt -Check	10/31/2012	6250	Menards	Manhole Catch Basin Supplies	-49.33
Check	10/31/2012	6251	Russell, Joyce	Postage	-2.10
Sales Tax Paym	10/31/2012	eFile	Iowa Department of Revenue &	Sales Tax Payment	-1,087.00
Deposit	10/31/2012			Interest	4.09
Total Checking					28,083.30
Roads Revenue Accounts					
Deposit	10/31/2012			Interest	12.81
Total Roads Revenue Accounts					12.81
Water Revenue Accounts					
Deposit	10/31/2012			Interest	4.27
Total Water Revenue Accounts					4.27
Sewer Revenue Accounts					
Deposit	10/31/2012			Interest	3.73
Total Sewer Revenue Accounts					3.73
TOTAL					28,104.11