

City of Fertile

City Council Meeting Minutes

July 19, 2022 - 7:00 PM, City Hall

Call to Order & Roll Call:

- Mayor, Nick Bailey, called the council meeting to order. Present were: Council Members: Penny Miller, Holly Lovick-Hanna, Tim Severson, Andy Carlson & Dan Versteeg. Maintenance Manager: Steve Roberts. City Clerk: Wendy Lunning.
- Penny motioned, Dan 2nd to approve the minutes of the July meeting.** Unanimous
- Tim motioned, Holly 2nd to accept agenda.** Unanimous. Agendas are posted at City Hall, at the Library, at the Post Office and on our website <https://fertileiowa.us>, 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.

Pledge of Allegiance to the US Flag

Library Budget:

- The Fertile Library will give the city a report of how much each Library in Worth County receives from their City.
- Library Hours starting July 5th. Monday & Wednesday 1 – 5, Friday 9 – 12 & 2 – 6 and Saturday 9 – 12. Closed Tuesday & Thursday.
- The Library is looking into grant energy efficient heating and air conditioning to reduce energy cost.

NIACOG Policies:

- Andy motioned, Holly 2nd to approve the following for CDBG Coronavirus Grant with Café Mir.**
 - Development Agreement / Forgivable Loan: The document lays out the terms for the grant funding between the developer and city.**
 - Residential Anti-displacement and Relocation Assistance Plan (RARA).**
 - Policy on the Prohibition of the Use of Excessive Force.**
 - Resolution 22-07-19-07 on Equal Opportunity Policy.**
 - Resolution 22-07-19-04 Adopting a Code of Conduct.**
 - Resolution 22-07-19-05 Adopting a Procurement Policy and the Procurement Policy.**
 - Resolution 22-07-19-06 Adopting the Affirmative Fair Housing Policy.**
 - NIACOG Contract: The city council approved hiring NIACOG for these functions in Resolution that the Council passed on August 16, 2021.**
 - Contract between IEDA and the City of Fertile. This is agreement between the City of Fertile and the Iowa Economic Development Authority outlining the terms of the CDBG-CV grant program and funds.**
 - Subrogation Agreement: This document certifies that you will not “double dip” and apply for two sets of funds to promote the same purpose.**
 - Required Acknowledgement of Environmental Review Record.**

Roll call vote: Dan – aye; Tim –aye; Penny –aye; Holly –aye; Andy –aye. Unanimous

Maintenance Report:

- July 1, Steve called Quality Pump to lift pump at the lagoon due to item stuck. They also replaced some capacitor(s) that were damaged.
- Heartland completed the parking lot at the library. Steve used the excess rock on Park Street.
- Steve worked with contractor to grind stumps in the park. Steve filled in holes with dirt and grass seed.
- K & H replaced the propane regulator on the generator at the Lagoon.
- DNR mentioned that we had pumped too much water in the past two years due to outdated permit from 1979. Steve will be submitting a new permit with additional gallons to pump annually.
- Steve fixed chlorine injector that was back feeding to the mixer tank at the water plant.
- Steve replaced the capacitor in the air conditioning at the garage.
- Holly motioned, Tim 2nd to approve the Maintenance report.** Unanimous

Mayor's Report:

- Nick contacted electrician in regards to new generator at the Lagoon.
- ICAP grant we would like to purchase security cameras for the city garage.
- North Iowa Tractor Ride will be coming through Fertile on July 22nd on E Main Street & S on Eagle Avenue in the afternoon.
- The City of Fertile received \$477.37 in BHE Franchise Fee for the second quarter.
- Nick cleaned and replaced the condenser for the air conditioning in the kitchen at the Community Center.
- Fertile Days is August 12, 13 & 14. Volunteers needed for 1-hour increments between 12 – 4 with inflatables. Please contact Ryan Smith if you are interested.
- Penny motioned, Holly 2nd to approve the Mayor's report.** Unanimous

City Clerk's Report:

- Wendy submitted Outstanding Debt Report to the State of Iowa. Amount outstanding as of 06/30/2022 is \$47,000.00 for SRF Sewer Loan.
- Penny motioned, Dan 2nd to approve resolution 22-07-19-01 for wage increase of Maintenance Manager to \$18.50 per hour.**
- Tim motioned, Holly 2nd to approve resolution 2022-07-19-01 the internal transfer of funds for Capital Projects, Administrative Allocation & Emergency funds.** Unanimous.
- Year End adjustments to covert from modified cash basis to cash basis has not yet been completed. A complete set of year end financials will be given to the city council when AFR is completed. Financials are at the end of this report. **Penny motioned, Andy 2nd to approve Financial Reports.** Unanimous
- Dan motioned, Holly 2nd to approve June Bills.** Unanimous
- Liens presented to the Council were as follows:
103 First Street North \$268.42
Andy motioned, Holly 2nd to approve resolution 2022-07-19-3 to process lien with Worth county Treasurer. Unanimous

Council Report:

- Dan asked about the background information on the additional lagoon. In April 2021, the DNR notified the City of Fertile of the final NPDES permit that authorizes the discharge of wastewater from the City of Fertile wastewater facility. Jason Petersburg worked with the DNR field and permit departments along with Warren and Steve to determine the best course of action to comply with the new limits set in 2021 for Ammonia Nitrogen and E. Coli.
- Dan asked about the gate in the Fertile Mill. The Fertile Mill is privately owned and is the responsibility of the owner.
- Penny is working with Jessy at NIACOG & Keith Brcka in finding a grant to make the incubator handicap accessible, the approximate cost would be \$150,000.00.
- Holly has received estimates to submit the Hometown Grant Program: Revitalizing Small Towns with T-Mobile. This is a \$50,000.00 grant that she will be submitting for tennis, basketball and pickleball courts, new fencing and hoops at Rhodes Mill Park.

Committee Report:

- Little League is doing great, they had additional teams this year. The Concession Stand had lots to offer with grants for Hot Dog Roller, Glass Drink Refridgerator, Nachos & Slushy Machine.
- Garden Club has completed the Main Street beautification grant.

Public Comments:

- No Comments.

Upcoming Meetings & Events:

- North Iowa Tractor Ride July 22.
- Fertile Days August 12 -14.
- Fertile Fire Department Pancake Breakfast August 13th, 7:00am to 10:00am at the Fertile Community Center.
- The Fertile City Council will meet for regular meeting August 16, 2022 at 7:00pm at Fertile Community Center.
- Fertile Lighting Committee will meet at Fertile Lutheran Church on August 28, 2022 at 6:30pm.
- ***Penny motioned, Holly 2nd to adjourn the meeting.***
Unanimous

Summary:

NIACOG CDBG Micro Enterprise Grant – Café Mir
Outstanding Debt Report
Wage Increase

Wendy Lunning, City Clerk

7/1/2021 to 6/30/2022	General	ARPA	Roads	Emergency	EE Benefits	LOST Pre 01/01/2020	LOST Post 01/01/2020	WCDA	Capital Projects	Utilities	Total
Income	383,809.09	26,914.13	43,530.75	995.58	8,523.29	0	46,930.86	8,034.04	5,833.24	198,115.78	722,686.76
Expense	321,755.60	0	27,635.54	966.33	8,850.42	0	54,741.82	10,431.87	0	145,493.31	569,874.89
Total	62,053.49	26,914.13	15,895.21	29.25	-327.13	0	-7,810.96	-2,397.83	5,833.24	52,622.47	152,811.87
Fund Balance	71,933.89	26,914.13	99,076.31	29.25	10,142.73	58,057.14	17756.40	-2,376.51	14,583.12	353,811.81	649,928.27

City of Fertile Deposits

As of June 30, 2022

	Type	Date	Memo	Accrual Basis Amount
Operating Accounts				
Checking				
Deposit	06/01/2022		Iowa Interactive Utility Deposit	250.00
Deposit	06/01/2022		Iowa Interactive Utility Deposit	200.00
Deposit	06/01/2022		Iowa Interactive Utility Deposit	107.06
Deposit	06/01/2022		Property Taxes	2,946.84
Deposit	06/01/2022		Lien Payment Deposit	291.74
Deposit	06/02/2022		Utility Deposit	1,330.15
Deposit	06/03/2022		Casino Funds Deposit	3,380.95
Deposit	06/04/2022		Iowa Interactive Utility Deposit	88.85
Deposit	06/05/2022		Iowa Interactive Utility Deposit	150.00
Deposit	06/06/2022		Iowa Interactive Utility Deposit	95.00
Deposit	06/06/2022		Iowa Interactive Utility Deposit	70.99
Deposit	06/08/2022		Iowa Interactive Facility Rental Deposit	150.00
Deposit	06/08/2022		Iowa Interactive Utility Deposit	57.63
Deposit	06/08/2022		Utility Deposit	1,768.67
Deposit	06/12/2022		Iowa Interactive Utility Deposit	190.00
Deposit	06/13/2022		License Deposit	112.50
Deposit	06/15/2022		Utility Deposit	2,662.70
Deposit	06/15/2022		Facility Rental Deposit	50.00
Deposit	06/15/2022		Utility Deposit	1,985.94
Deposit	06/21/2022		ACD CCD Utility Deposit	737.78
Deposit	06/21/2022		ACH PPD Utility Deposit	4,135.38
Deposit	06/22/2022		Clerkbooks Deposit	0.00
Deposit	06/22/2022		Facility Rental Deposit	600.00
Deposit	06/22/2022		Road Use Tax	2,833.14
Deposit	06/27/2022		Iowa Interactive Utility Deposit	132.65
Deposit	06/27/2022		Iowa Interactive Utility Deposit	107.59
Deposit	06/27/2022		Iowa Interactive Utility Deposit	181.11
Deposit	06/27/2022		Local Option Sales Tax	3,351.90
Deposit	06/29/2022		Utility Deposit	1,390.30
Deposit	06/29/2022		Iowa Interactive Utility Deposit	112.41
Deposit	06/29/2022		Farm to Market Deposit	823.74
Deposit	06/29/2022		Library Deposit	10.00
Deposit	06/30/2022		Reverse duplicate transactiton	125.93
Deposit	06/30/2022		Interest	65.96
Deposit	06/30/2022		Franchise Fee Deposit	477.37
Total Checking				30,974.28
Petty Cash				
Total Petty Cash				
Total Operating Accounts				30,974.28
Roads Revenue Accounts				
Savings				
Deposit	06/30/2022		Interest	0.14
Total Savings				0.14
Total Roads Revenue Accounts				0.14
Water Revenue Accounts				
Savings				
Deposit	06/30/2022		Interest	1.39
Total Savings				1.39
Total Water Revenue Accounts				1.39
Sewer Revenue Accounts				
Savings				
Deposit	06/30/2022		Interest	1.22
Total Savings				1.22
CD				
Total CD				
Total Sewer Revenue Accounts				1.22
TOTAL				30,977.03

As of June 30, 2022

Type	Date	Num	Name	Memo	Amount
Operating Accounts					
Checking					
Paycheck	06/01/2022	10469	Bruns, Warren	Water & Sewer Supervisor	-301.21
Paycheck	06/01/2022	10470	Lunning, Wendy S	City Clerk	-524.90
Bill Pmt -Check	06/01/2022	10471	AgSource Laboratories	Sewer Testing	-13.75
Bill Pmt -Check	06/01/2022	10472	Decker Sports	Little League BB Pants	-218.83
Bill Pmt -Check	06/01/2022	10473	Kim Severson - v	Little League shirts, vinyl & wearable art.	-348.85
Bill Pmt -Check	06/01/2022	10474	Quality Pump & Control	Lift Station	-344.00
Bill Pmt -Check	06/01/2022	10475	WCTA	Telephone/Internet	-219.35
				Mileage to Bank (26 miles @ .585 per mile)	-15.21
Bill Pmt -Check	06/01/2022	10476	Wendy Lunning - v		-67.12
Paycheck	06/01/2022	10477	Russell, Grant	City Maintenance	
				Worker's Compensation Premium	
Bill Pmt -Check	06/01/2022	10478	IMWCA	Coverage 22-23	-3,909.00
Bill Pmt -Check	06/01/2022	10499	AgSource Laboratories	Sewer Testing	-160.50
Check	06/01/2022	CORR	US Bank	Correct class - Original entry 05/11/2022	0.00
Bill Pmt -Check	06/08/2022	10479	Alliant Energy	Electric	-557.58
Bill Pmt -Check	06/08/2022	10480	Five Star CO-OP	Gas for Truck	-335.36
Bill Pmt -Check	06/08/2022	10481	Nelson Septic Services, LLC	MAY - Portable Restrooms	-275.00
Bill Pmt -Check	06/08/2022	10482	US Post Office	Annual PO Box Renewal	-72.00
Bill Pmt -Check	06/08/2022	10483	Waste Management	Garbage & Recycling Services	-2,538.08
Paycheck	06/08/2022	10485	Roberts, Stephen J	City Maintenance	-1,196.70
				Intuit, Microsoft, Postage, Mower Repair & Fuel for Mower	
Bill Pmt -Check	06/08/2022	10486	US Bank		-825.43
Bill Pmt -Check	06/08/2022	10487	AgSource Laboratories	Sewer Testing	-141.75
Liability Check	06/14/2022	EFT	IPERS	(L)	-338.21
Liability Check	06/14/2022	EFT	IPERS		-602.93
Liability Check	06/14/2022	EFTPS	United States Treasury		-1,281.92
Bill Pmt -Check	06/15/2022	10488	Alliant Energy	Electric	-1,433.60
Bill Pmt -Check	06/15/2022	10489	Black Hills Energy	Natural Gas	-371.33
Bill Pmt -Check	06/15/2022	10490	Clear Lake Sanitary District	sewer sample lab testing	-37.20
Bill Pmt -Check	06/15/2022	10491	Larsen Plumbing & Heating	Concession Stand	-118.82
Bill Pmt -Check	06/15/2022	10492	Marco	Copier, Printer, Fax	-99.54
Bill Pmt -Check	06/15/2022	10493	Verizon Wireless	Cell Phone	-76.57
Bill Pmt -Check	06/15/2022	10494	Waste Management	Container Services	-23.04
Paycheck	06/16/2022	10495	Arndt, Linda J	Direct Deposit -\$170.88	0.00
Paycheck	06/16/2022	10496	Knudson, Loni	Direct Deposit - \$181.89	0.00
Paycheck	06/16/2022	10497	Thompson, Angela M	Direct Deposit - \$1,544.46	0.00
Liability Check	06/16/2022		QuickBooks Payroll Service	Created by Payroll Service on 06/15/2022	-1,897.23
Check	06/20/2022	ACH	WCTA	(L) Library	-41.91
Check	06/22/2022	TRANSFER	City of Fertile	Capital Funds - Resolution 2022-06-21-2	0.00
				Emergency Funds Transfer - Resolution 2022-06-21-2	
Check	06/22/2022	TRANSFER	City of Fertile		0.00
Paycheck	06/22/2022	10498	Roberts, Stephen J	City Maintenance	-1,196.70
Bill Pmt -Check	06/22/2022	10500	Decker Sports	Little League	-118.93
Bill Pmt -Check	06/29/2022	10501	Roll On, LLC	Stump Grinding	-2,000.00
Paycheck	06/29/2022	10502	Miller, Jennifer K	Direct Deposit - \$236.66	0.00
Paycheck	06/29/2022	10503	Russell, Grant	City Maintenance	-401.76
Bill Pmt -Check	06/29/2022	10504	Alliant Energy	(L) Electric	-264.00
Bill Pmt -Check	06/29/2022	10505	Beaver Creek Gardens Inc	(L) 2 Planters and raised flower bed	-70.00
Bill Pmt -Check	06/29/2022	10506	Black Hills Energy	(L) Natural Gas	-112.00
Bill Pmt -Check	06/29/2022	10508	Northwood Anchor, Inc.	(L) Annual Subscription	-72.00
Liability Check	06/30/2022		QuickBooks Payroll Service	Created by Payroll Service on 06/29/2022	-236.66
Liability Check	06/30/2022	EFT	IPERS		-330.16
Liability Check	06/30/2022	EFT	IPERS		-738.46
Liability Check	06/30/2022	EFTPS	United States Treasury		-1,405.90
Liability Check	06/30/2022	EFT	Iowa Department of Revenue & Finance		-587.00
Sales Tax			Iowa Department of Revenue & Finance		
Payment	06/30/2022	EFT		Sales Tax Payment \$119.35	0.00
Sales Tax			Iowa Department of Revenue & Finance		
Payment	06/30/2022	EFT		WET payment \$959.36	0.00
				QuickBooks generated zero amount transaction for bill	
Bill Pmt -Check	06/30/2022		ClerkBooks A/P Adjust	payment stub	
Bill Pmt -Check	06/30/2022	10507	MicroMarketing	(L) Books	-14.98

