

CITY OF TREYNOR
REGULAR CITY COUNCIL MEETING MINUTES
TREYNOR COMMUNITY CENTER
October 5, 2020
7:00 PM

Mayor Hadfield called the meeting to order at 7:00 PM Council Members present for roll call were Joe Fisher, Kyle Plumb, Justus Brammer, and Matt Saar. Council David Waymire was absent at the time of roll call but arrived at 7:07 PM. Also present: Employees-Casey Baragary, Michael Holton, and Rachel Richardson. Guests-Kurt Kampman of JEO.

Pledge of Allegiance

Agenda: Brammer moved to approve the agenda. Saar seconded. 4-ayes, motion carried.

Minutes: Brammer moved to approve the September 8, 2020, regular meeting and September 16, 2020, special meeting minutes as presented. Fisher seconded. 4-ayes, motion carried.

Michael Holton – 6 Month Evaluation (Personnel Committee Report): Joe Fisher updated the council on the review of Michael Holton that was conducted by the personnel committee during September. The probation period was lifted, and the council asked Holton to continue all of his efforts as city administrator for Treynor.

David Waymire arrived at 7:07 PM.

JEO – Wastewater Project Updates: Kurt Kampman reviewed the Wastewater Treatment Facility Plan & Antidegradation Alternatives Analysis report submitted to the Iowa Department of Natural Resources (IDNR). The alternatives in the plans presented have anticipated growth for the community. The council agreed to send the alternatives for the top 3 options to DNR. 1) Aerated Lagoon with Aerated Gravel Bed (SAGR) & UV Disinfection 2) Aerated Lagoon with Heated MBBR Reactor (Nitrox) & UV Disinfection 3) Covered Aerated Lagoon with MBBR Reactor (Lemna) & UV Disinfection. Kampman also informed the council that he would send the information to the newspapers for the public review, which will be conducted from October 15 through November 15, 2020. After IDNR reviews the comments, a recommendation will be given to the council on which alternative should move forward. Kampman advised the council that the timeline to start the project will be March '21. Funding options will be discussed during the next couple of meetings.

Resolution 20-10-01 – Approving the completed FY 19/20 Annual Financial Report: Holton presented the annual financial report that needs to be submitted to the state. He also discussed issues that presented themselves over the past three years with balances. The state allowed Holton and Mary Smith to correct items in 2019 so that the correct annual financial report could be submitted for 2020. Brammer moved to approve the Resolution accepting the FY 19/20 Annual Financial Report as presented. Fisher seconded. 5-ayes, motion carried.

Resolution 20-10-02 Authorizing the Transfer of Funds to Capital Projects: Holton asked the council to authorize transfers in anticipation of some large capital improvement expenditures needed during this fiscal year. He further explained that these transfers were already in the budget but would typically be transferred at the end of the fiscal year. This would expedite the process. Fisher moved to approve the Resolution authorizing \$198,000 from the general fund to capital projects as budgeted. Plumb seconded. 5-ayes, motion carried.

Resolution 20-10-03 Change Order, Certificate of Completion & Acceptance, and Payment for 2019 Water Service

Replacements Project: Holton discussed both the 2017 and 2019 water service projects and noted that the 2017 project was finalized but had never been authorized or presented to the council for approval by resolution. This had created an issue for the substantial completion report, which was part of that procedure. Much discussion ensued on the process and how the council would be involved in the future. Fisher moved to approve the Resolution for the change order, certificate of completion and acceptance, and payment for the 2019 Water Service Replacement Project in the amount of \$98,423.80. Saar seconded. 5-ayes, motion carried.

Resolution 20-10-04 Directing the Clerk to Publish Notice of Hearing on the Adoption of the Proposed “Code of

Ordinances of the City of Treynor, Iowa”: Brammer moved to approve the Resolution authorizing the clerk to publish notice of hearing on the adoption of the proposed “Code of Ordinances of the City of Treynor, Iowa.” Hearing to be held on October 19, 2020, at 7 PM. Waymire seconded. 5-ayes, motion carried.

Building Permits: Holton brought forth to the council a recommendation from the Planning and Zoning Board to permit the construction of two new houses.

Plumb moved to approve a new house building permit at Heartland Subdivision Lot #1-111 Firethorn Drive. Brammer seconded. 5-ayes, motion carried.

Plumb moved to approve a new house building permit at Heartland Subdivision Lot #11-216 Augusta Drive. Brammer seconded. 5-ayes, motion carried.

3rd Party Inspections for New Construction: Holton updated the council with the committee’s recommendation with JDW Midwest. It was recommended by the city attorney, Joe Thornton, to set up a meeting with Darin Whatcott with JDW Midwest and Holton to discuss going forward with the inspection procedures. Holton will set up another meeting with Hadfield and Fisher and other Council members to join in this discussion.

City Manager’s Report: Holton shared completed projects for September and projects continuing to work on in October. The Farmer’s Market season wrapped up, and Holton wanted to thank Kathy Klahn for organizing the farmer’s market. Plans for the Farmer’s Market to continue for next year are in place. Holton also advised that the Community Center sign has been replaced and is now lighted. Holton also answered questions regarding the Community Center brick façade and gave updates on the progress.

Mayor/Council Reports: Council inquired if a new sink faucet needs installed at the Community Center kitchen. Casey Baragary will check the need with Brook Jensen.

No Public Comments

Approval of 09/09/2020 – 10/05/2020 Payables/August Financials: Fisher moved to approve payables and financials as presented. Brammer seconded. 5-ayes, motion carried.

Payables:

Agrivision Equip Group	Skid Steer Lease	4500.00
Aspen Builders Inc	Deposit Refund	250.00
Casey Baragary	Reim-Travel for Conf	436.80
Civic Systems	Civic Training	600.00
Driver Sewer & Water	Water Replacement	98423.80
Egan Supply Co	CC Hand Sanitizer Stand	233.71
Dustin Felos	Utility Refund	0.84
Fireguard Inc	Fire Extinguisher Inspec	296.17

Frontier Communications	Service	503.95
Greater Omaha Refrig	Ice Machine Maint	389.74
Iowa Codification	Codification Contract	1000.00
Iowa DNR	Annual Water Use Fee	95.00
Iowa League of Cities	Manager Membership	803.00
Iowa One Call	Locates	21.60
Iowa Prison Industries	Signs	37.44
IPERS	Retirement	3485.10
Iron Mountain	Shredding	372.72
JEO Consulting Group	Wastewater Facility	6600.00
Konica Minolta Business	Support Services	36.29
Konica Minolta Premier	Copier Agreement	125.43
Maureen Olsen Estate	Re-Issue of Outstanding	176.49
Menards	Supplies	818.36
MER Engineering	Wastewater Lagoons	4860.00
MidAmerican Energy	Service	4323.09
Midwest Automatic Fire	Annual Inspection	235.00
Millermatic Seed	Straw Erosion Mats	250.00
MJS Concrete Solutions	Concrete Project 2020	25218.75
MTS, Inc	Garbage	10994.60
Municipal Supply	Annual Flexnet Software	2000.00
PayPlus/EBS	Deductible-Health Ins	1460.78
Pott Co Auditor/Sheriff	Sheriffs Contract	8913.50
Power Tech	Dimmer in Bar	1919.17
Quill	Supplies	269.08
Republican Party of Pott	Deposit Refund	250.00
Sam's Club	Drum Liners	39.96
Scantron	City Hall-Software/Comp	125.00
Sherry Fox	Deposit Refund	250.00
Smith & Zupfer Masonry	Brick Façade at CC	16500.00
Smith Peterson Law Firm	Legal Fees	380.00
Treasurer of Iowa	State Payroll Tax	913.00
Treynor State Bank	HSA Payment	80.00
United Healthcare	Life Insurance	55.80
United States Treasury	Payroll Taxes	4900.46
US Post Office	Bill Postage	254.80
Utility Service Group	Jet/Vac Sewer Line	825.00
Utility Equipment Co	Meter Supplies	923.97
VISA	Locksmith/Supplies/Gas	904.88
Vital Signs	CC Sign Repair	2769.60
Wellmark	Health Insurance	8908.93
Xpress Bill Pay	Fees	464.21
	Sub-Total	218196.02
Payroll	September Payroll	16864.22
	Total	235060.24

Financials:

Fund	AUGUST	
	Revenue	Expenses
General	4382.78	26459.23
RUT	9724.49	38321.09
Emp Ben	0.00	0.00
LOST	13043.20	0.00
Debt Serv	0.00	0.00
Capital Impr	0.00	0.00
Water	19724.10	12406.08
Sewer	12674.94	17266.54
Garbage	5616.05	5370.05
TOTAL:	65165.56	99822.99

Plumb motioned to adjourn the meeting. Waymire seconded. 5-eyes, motion carried. The meeting was adjourned at 8:51 PM.

Allen Hadfield, Mayor

ATTEST:

Michael Holton, City Manager/City Clerk