

CITY OF TREYNOR
REGULAR CITY COUNCIL MEETING MINUTES
TREYNOR COMMUNITY CENTER
December 7, 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, Matt Saar, and David Waymire. Also present: Employees-Casey Baragary, Michael Holton, Brook Jensen, and Rachel Richardson. Guests-None.

Pledge of Allegiance

Agenda: Waymire moved to approve the agenda. Brammer seconded. 5-ayes, motion carried.

Minutes: Waymire moved to approve the November 9, 2020, regular meeting minutes as presented. Saar seconded. 5-ayes, motion carried.

Have 3rd Reading of Ordinance No. 168 – An Ordinance Adopting the “Code of Ordinances of the City of Treynor, Iowa”: Fisher moved to have the 3rd Reading of Ordinance No. 168. Waymire seconded. 5-ayes, motion carried.

Approve 3rd Reading of Ordinance No. 168 – An Ordinance Adopting the “Code of Ordinances of the City of Treynor, Iowa”: Waymire moved to approve the 3rd Reading of Ordinance No. 168. Fisher seconded. 5-ayes, motion carried.

Finally adopt Ordinance No. 168 – An Ordinance Adopting the “Code of Ordinances of the City of Treynor, Iowa”: Brammer moved to approve that Ordinance No. 168 be finally adopted after Legal Publication by Law. Fisher seconded. 5-ayes, motion carried.

Resolution 20-12-01 – Resolution Requesting Reimbursement from the Iowa COVID-19 Government Relief Fund: Holton explained the process of completing the additional request for Covid-19 funds. Plumb moved to approve Resolution 20-12-01 to include all eligible costs in response to the COVID-19 public health emergency. Waymire seconded. 5-ayes, motion carried.

Western Iowa Development Association (WIDA) Renewal and Dues: Holton stated that WIDA does a great job promoting Treynor events and he recommends the Council to approve dues. Fisher moved to approve the 2021 dues of \$2,500 for WIDA. Saar seconded. 5-ayes, motion carried.

Class C Liquor License/Outdoor Services/Sunday Sales for Silos effective 12/20/2020, Pending Dram Insurance Certificate: Fisher moved to approve Silo’s Class C Liquor License/Outdoor Services/Sunday Sales effective 12/20/2020, pending receipt of dram insurance certificate. Plumb seconded. 5-ayes, motion carried.

Building Permits: Holton provided the Planning and Zoning Board meeting minutes which highlighted when Planning and Zoning Board meetings are held. Holton expressed the need of having multiple meetings to meet the needs of new construction per City Council. Holton tries his best to make it as consistent as possible. Holton brought forth to the council a recommendation from the Planning and Zoning Board to permit the construction of two new houses. Waymire moved to approve 2 new house building permits at Heartland Subdivision Phase #1, Lot #16 – 206 August Drive and Phase #1, Lot #25 – 213 August Drive. Fisher seconded. 5-ayes, motion carried.

New Sub-Division Speed Bump Follow-up: Holton asked Baragary to advise Council of what the options are for slowing traffic in the new sub-division. Baragary stated that he would like to try adding stop signs to help slow down traffic. If that does not work to slow traffic down, the next step would be to look at speed bumps. The Council asked Holton to prepare the documents needed to add stop signs. Holton advised that residents would be able to give their feedback since an Ordinance would be required. The Council also mentioned that there may be a few additional locations in Treynor that would benefit with an additional stop sign. These will be added to the proposed Ordinance as well.

Use of Community Beautification Funds for Holiday Lighting: Holton asked the Council to approve the use of funds for the Holiday Lighting Contest in the amount of \$1,000 to be used as prizes. Holton also advised that he has some local businesses donating prizes as well. Plumb moved to approve \$1,000 to be used for Holiday Lighting from the Community Beautification Funds. Fisher seconded. 5-ayes, motion carried.

Community Center Contract – Effective 1/1/2021: Fisher moved to approve the revised Community Center Contract – effective 1/1/2021 which includes new prices and procedures. Waymire seconded. 5-ayes, motion carried. Mayor Hadfield also discussed the policy for groups that meet at the Community Center/Legion Room at no cost. These groups are required to complete Community Projects per prior agreement. Holton will follow-up with the groups and update the policy in writing.

Health Insurance/Employee Benefit Systems (EBS) Renewal: Holton discussed the health insurance renewal rates for City full-time staff effective February 1, 2021. Holton recommended renewal of current policy with Wellmark BC/BS which would be an increase of 2.15% per year. Saar moved to approve with Wellmark BC/BS with the 2.15% increase from current year. Fisher seconded. 5-ayes, motion carried.

Life Insurance Renewal: Holton stated that there was no increase for the life insurance renewal with United Healthcare for City full-time staff effective January 1, 2021. Holton recommended the renewal to Council. Saar moved to approve the Life Insurance Renewal with United Healthcare with no increase from current year. Fisher seconded. 5-ayes, motion carried.

Employee Handbook – Effective 1/1/2021: Holton went over the updates in the revised employee handbook. Brammer moved to approve the updated Employee Handbook – effective 1/1/2021. Waymire seconded. 5-ayes, motion carried.

Approval of using Economic Development Funds – Employee Celebration: Holton is requesting to use Economic Development Funds for the City Staff as an Employee Appreciation. Mayor Hadfield expressed his concerns to verify that this is allowed and if so he and the Council would support. Holton agreed and will be asking the Iowa League of Cities for further guidance.

City Manager’s Report: Holton shared completed projects for November and projects continuing to work on in December. Holton also expressed his great appreciation for Mary Smith as the City Consultant throughout the transition. Holton also detailed Smith’s contributions to the City Hall office. Mary Smith will be ending her consulting arrangement with the City at the end of December. The Mayor and Council also agreed and thanked her for consulting.

Council Training: Holton led the Mayor and Council in a communication training exercise. During the activity it was explained that communication is difficult, even when it seems straight forward.

Mayor/Council Reports: Fisher followed up on a nuisance complaint regarding furniture on a front porch. Holton advised he will follow-up and will need additional information. Fisher also stated that he will be moving out of town and will no longer be able to serve on the Council approximately February 2021. Waymire asked a question regarding the

Civic invoice in the payables. Holton advised that the invoice was for correcting past accounts. Holton advised in the future the City will be pursuing yearly audits.

No Public Comments

Approval of 11/10/2020 – 12/7/2020 Payables/October Financials: Waymire moved to approve payables and financials as presented. Fisher seconded. 5-eyes, motion carried.

Payables:

Able Locksmiths	Repair	607.50
Andy Lauver	CC Repairs	1300.00
Aqua-Chem	Supplies	495.00
CB Public Library	Library Contract 20/21	4143.02
City of Treynor	Petty Cash	23.70
Civic Systems	Accounting Corrections	2175.00
Clean Sweep	Street Sweeping	1755.00
Display Sales	Holiday Decorations	530.00
Egan Supply Co	Vacuum	500.51
Frontier Comm	Service	504.31
Iowa One Call	One Call	33.40
Iowa Rural Water Assoc	Membership Dues	225.00
IPERS	Retirement	3234.14
JEO Consulting Group	Wastewater Facility	350.00
Konica Minolta Premier	Copier Agreement	125.43
Lakota Fisher	Utility Dep Refund	41.76
Lori Preston	CC Dep Refund	450.00
Menards	Supplies	315.67
MidAmerican Energy	Service	2877.54
MTS Inc	Garbage	5506.10
PayPlus/EBS	Health Insurance	1748.38
Pollardwater #3325	Hang Tags	67.44
Quill	Supplies	17.98
Sam's Club	Membership Dues	45.00
Smith Peterson Law Firm	Legal Fees	140.00
Tami Wright	Oil	174.24
Thinkspaceit	Phone System Update	225.00
Treasurer of Iowa	State Payroll Tax	827.00
Treasurer-St of IA	Water Excise Tax	1065.00
Treynor State Bank	HAS Payment	80.00
UMB	Interest	6853.75
United Healthcare	Life Insurance	55.80
United States Treasury	Payroll Taxes	4585.02
US Post Office	Postage	127.40
USA Bluebook	Supplies	293.06
VISA	Supplies	1388.64
Wahle	Community Lighting	1966.75
Wellmark	Health Insurance	7437.80

WIDA	Dues	2500.00
William Heitert	Utility Dep Refund	34.95
Xpress Bill Pay	Fees	211.85
	Sub-Total	55038.14
Payroll	October Payroll	25625.92
	Total	80664.06

Financials:

Fund	OCTOBER	
	Revenue	Expenses
General	163512.70	238573.90
RUT	7947.67	4226.92
Emp Ben	20656.28	0.00
LOST	13043.22	0.00
Debt Serv	6936.95	0.00
Capital Impr	198000.00	169676.18
Water	18083.57	17403.17
Sewer	11905.25	27063.57
Garbage	5689.87	5567.47
TOTAL:	445775.51	462511.21

Waymire moved to adjourn the meeting. Saar seconded. 5-ayes, motion carried. The meeting was adjourned at 9:09 PM.

Allen Hadfield, Mayor

ATTEST:

Michael Holton, City Administrator/Clerk