

**CITY OF WALCOTT
WALCOTT CITY HALL
MONDAY, DECEMBER 7, 2015**

The semi-monthly meeting of the City Council of Walcott, Iowa, was held on Monday, the 7th day of December, 2015, at Walcott City Hall. Mayor Pro Tem Jacob Puck called the meeting to order at 6:00 p.m. Other council members present were: Tim Koehler, Virgil Wayne Latimer, Lisa Mengler, and Jackie Puck. Absent: Mayor Kostichek. City employees present: Jeff Blake, Steve Bowman, Josh Geigle, Lisa Rickertsen, Randy Reimers, Linda Rivers, and Tom Schirman.

Approval of Agenda. Jackie Puck moved and Mengler seconded to approve the agenda. Motion carried.

Consent Agenda. Koehler moved and Jackie Puck seconded to approve the consent agenda including the invoices, Resolution 2015-42 –Approving an Amendment to the Personnel Policy Handbook (Section 6.3 Insurance Benefits), and the minutes from November 16, 2015. Roll call ayes: Koehler, Jackie Puck, Jacob Puck, Latimer, and Mengler. Motion carried.

Beautification Awards. Mayor Pro Tem Jacob Puck presented Beautification Awards to owners of three commercial properties for recognition of renovation, restoration and/or landscaping work done at their properties. Awards were presented to the following: Luke Wegener – apartment building at 203 E. Bryant Street, Julie Needham –JDN Investments Inc. at 137 N. Main Street, and Richard Budelier - apartment building at 134 N. Main Street.

Main Street Streetscape Enhancement Project – Approval of Sidewalk Change. Rivers reported the remaining decorative street light installations should be completed next week. At the last meeting, there were concerns regarding compaction following the recent utility relocation work done by MidAmerican Energy. Rivers stated the area where the light bases were installed were not in areas that were disturbed by MidAmerican Energy, therefore did not require additional compaction. She also reported on the response from the contractor regarding the costs to reset the sidewalk forms. Koehler moved and Mengler seconded to approve the costs (\$2,000) to regrade the sidewalk and reset forms, per request from adjacent property owner, Denny Puck. Motion carried. This area is from B&D's north driveway to the north end of the project.

Scott County Library Board Updates. Kristal Koberg-Schaefer, Scott County Library Board Vice President, and Tricia Kane, Scott County Library Director, were present to report on their efforts to move the library to a larger location in Walcott. Schaefer reported the Board has decided to move forward with purchasing the building at 101 E. Durant Street which would allow them to expand their services. She reported the Board will be starting a campaign to raise funds to rehabilitate the building and asked for the City's support and to consider a donation towards the project. Discussion was held on the intent of the Hearts and Hands Foundation to facilitate fundraising efforts to purchase the building. Kane stated she and the Board President met with committee members to discuss options but once it was presented to the Library Board they voted for the Board to pursue purchasing the building. Koehler questioned if there would be an area for the Historical Society. Schaefer responded they are in the planning stages but it is something that could be considered. Sue Daly, Walcott Trust & Savings Bank, reported the bank is interested in the project and hoped the City would support and work together with the Library Board.

Building at 1113 N. Main Street - Realtor Contract. Jeff Heuer, Ruhl Commercial, was present and answered questions on his proposed realtor contract for the building at 1113 N. Main Street. Mengler moved and Jackie Puck seconded to approve the contract with Jeff Heuer, Ruhl Commercial, for a one-year listing. Motion carried.

Dissolve Vision Committee. The Vision Committee members filed paperwork to create a non-profit organization, Hearts and Hands Foundation, therefore the Vision Committee established by former Mayor Kristal Koberg-Schaefer in 2008 will be dissolved. Koehler moved and Jackie Puck seconded to dissolve the Vision Committee. Motion carried. Vision Committee members Brent Arp, Brent Puck, Josie Dietz, and Karla Burt were in attendance at the meeting. Schaefer thanked the committee members and wished them luck moving forward with their Foundation.

Fire Department Report. Geigle presented a project worksheet to replace 21 out dated air pack bottles. A grant was received from Scott County Regional Authority, in the amount of \$10,000 for the purchase. The remaining costs will be paid from the Fire Department Non-Resident and Donation Funds. Mengler moved and Latimer seconded to purchase 21 air pack bottles at a cost of \$19,110. Motion carried. Geigle also presented a project worksheet to purchase a Stihl K12 rescue saw for Engine #3, to be purchased from the Fire Department Donation Fund. Latimer moved and Mengler seconded to approve a Stihl K12 rescue saw for \$1,259.05. Motion carried.

Police Department Report. Three bids were received for the 2008 Ford Expedition, ranging from \$1,407 - \$2,786. Koehler moved and Jackie Puck seconded to sell the 2008 Ford Expedition to the highest bidder for \$2,786. Motion carried. Blake reported on the status of the new squad and a recent class DOT inspection class he attended with Officer Mayberry. Jackie Puck questioned how a snow emergency is declared. It will be listed on the next regular council agenda.

Public Works Department Report. Bowman reported on meeting with Rita Stender and his recommendation to approve her request to have the City deed her half (40') of the adjacent Rowe Street right-of-way. Stender was previously told by Council to obtain a survey of her lot. This will be placed on the next regular council agenda. Bowman reported on findings following lines that he had televised, at no cost. He stated he was obtaining bids to install sleeves on lines to help with infiltration issues. John Brockmann questioned replacing the lines instead of adding sleeves to the sanitary lines. Discussion ensued and Bowman reported they are focusing on troubled areas and have been plugging manhole covers. Bowman presented a project worksheet to purchase equipment to handle bulk chlorine storage. Koehler moved and Mengler seconded to approve the purchase of a pump, storage tanks, and installation from Hawkins at a cost of \$755. Motion carried. Mengler questioned recent OT and weekend duties. Bowman stated the two part-time certified operators have been rotating weekend duties with full-time staff for the past month.

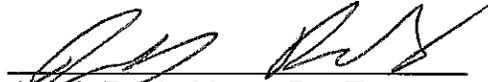
City Clerk Report. Rickertsen reported on email issues that have not been resolved and requested permission to change the City's email host. Mengler moved and Jackie Puck seconded to approve switching to F&B Communications for the email host. Motion carried. Rickertsen also reported on the following:

- FYE 2015 annual examination report from the State Auditor's office.
- Drilling for the Phase 2 environmental study is planned for December 17th.
- Letter from Watersmith Engineering requesting water quality data in order to proceed with determining any treatment that will be required for the future splash pad discharge. Bowman's department will obtain information as requested.
- Presented aerial photo for purchase. Council was not interested in purchasing the \$150 photo. The City is in the process of obtaining a no-cost, city-wide aerial photo from the 2014 county-wide aerial project.

Questions & Concerns. Koehler questioned the insurance coverage, if any, if the environmental study indicates contamination of the lot. City insurance agent Brent Arp, was present and stated he would look into it. Jackie Puck and John Brockmann thanked the Vision Committee for their efforts

on behalf of the community. Brockmann also thanked Brent Arp for his volunteer work and recent decorating at Prairie View Park. Joe Hahn reported the roof is leaking in the truck bay where the new addition was added in 2011. Bowman will obtain proposals for roof repairs.

Mengler moved and Jackie Puck seconded to adjourn at 7:16 p.m. Motion carried. All votes on motions were unanimous, unless noted.



Jacob Puck, Mayor Pro Tem



Lisa Rickertsen, City Clerk

12/07/2015

A-L-L EQUIPMENT	PRESSURE SWITCH & VALVE KIT	192.38
ALEXIS FIRE EQUIPMENT CO	SIREN REPAIRS	1,003.94
ALLIANT UTILITIES	SERVICES	8,984.78
ALTORFER MACHINERY CO. INC	REPAIR ENGINE COOLING SYSTEM	3,490.91
B & D AUTOMOTIVE INC.	PARTS & SERVICE	133.42
BLAKE, JEFFERY	CELL PHONE SERVICES	180.00
BONNEL INDUSTRIES INC.	PLOW & INSTALL & CUTTING EDGES	14,636.92
BOWMAN, STEVE	REIMB FUEL	7.50
CENTRAL CITY ELECTRIC INC.	SERVICES	365.66
COMDATA	CC CHARGES	733.85
DES MOINES STAMP MFG. CO	STAMP	65.00
DIGITAL ALLY	MOUNTING PLATES - NEW SQUAD	22.00
GRAINGER INC.	2 WAY RADIOS	216.60
HACH COMPANY	AMMONIA	175.14
HAHN, JOE	WIPER BLADES	24.63
HAWKINS INC	CHEMICALS	753.08
HILL, ADAM	CELL PHONE REIMB	60.00
HUMANE SOCIETY OF SCOTT CO	IMPOUND & TRIP FEES	50.00
HUSTON, JACKIE	CELL PHONE REIMB	60.00
IA RURAL WATER ASSOC.	ANNUAL MEMBERSHIP DUES	275.00
ILLOWA	MTG LUNCHEON	40.00
IOWA 80 GROUP	DIESEL	261.32
K & K REPAIR AND CONTRACTING	SERVICE - 2004 INTERNATIONAL	1,368.64
KREBS, NEAL	CELL PHONE REIMB	60.00
MAYBERRY, BRIAN	CELL PHONE REIMB	60.00
MISCELLANEOUS VENDOR	DEPOSIT REFUNDS	74.20
MISSMAN INC.	SERVICES	6,574.00
MSA PROFESSIONAL SERVICES	PHASE 1 ESA	1,800.00
NAPA AUTO PARTS	PARTS	785.05
NORTH SCOTT PRESS	PUBLICATIONS	329.51
ORKIN	SERVICES	110.41
OTTO, KATHY	CLEANING	210.00
PS3 ENTERPRISES INC	PORTA RENTAL	39.27
QC ANALYTICAL SERVICES LLC	TESTINGS	1,335.25
QUILL CORP.	SUPPLIES	188.97
RICKERTSEN, LISA	CELL PHONE & MILEAGE REIMB	118.08
SIEBEL, JODY	CELL PHONE REIMB	60.00
STANLEY CONSULTANTS INC	SERVICES	864.50
TOWN & COUNTRY TIRES INC.	2 NEW TIRES/DISPOSAL/ROTATE	358.32
U.S. CELLULAR	SERVICES	273.90
USA BLUE BOOK	SUPPLIES	544.70
WHITE DISTRIBUTION & SUPPLY	MEDICAL GLOVES	99.00
TOTAL		46,985.93

PAID BETWEEN MEETINGS

MEDIACOM	INTERNET SERVICES	131.20
OFFICE DEPOT	OFFICE SUPPLIES	111.96
DEARBORN	LIFE INSURANCE PREMIUMS	360.00
TOTAL		603.16

PAYROLL EXPENSES	11/20/2015	27,635.06
PAYROLL EXPENSES	12/04/2015	28,559.87
TOTAL PAYROLL		56,194.93

GRAND TOTAL EXPENDITURES **103,784.02**

FUND TOTAL

GENERAL	43,905.45
POLICE RESERVE VEHICLE	22.00
FIRE RESERVE VEHICLE	125.12
CITY EQUIP & VEHICLE RESERVE	13,767.20
MUNICIPAL BLDG FUND	1,800.00
STREET PROJECTS	6,574.00
WATER UTILITY	11,038.07
UTILITY DEPOSIT FUND	74.20
SEWER UTILITY	25,940.84
SOLID WASTE	537.14
TOTAL	103,784.02