

**CITY OF WALCOTT
WALCOTT CITY HALL
MONDAY, MAY 20, 2024**

The semi-monthly meeting of the City Council of Walcott, Iowa, was held on Monday, May 20, 2024, at Walcott City Hall. Mayor John Kostichuk called the meeting to order at 6:00 p.m. Council members present: Everett Bieri, Harry Knutsen, Kirk Koberg, Lisa Mengler, and Jacob Puck. Staff present: Jeff Blake, Lisa Rickertsen, and Paul Stagg.

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

Introduction of Audience/Public Comments. Joe Hahn, Kristal Schaefer, Rick Needham, Brent Puck, Korry Kraft (Fire Chief), Tim and Andrea Newcomb, Skylar Roling, Joanne Pohl, and Recreational Trail Advisory Committee members Mike Avise, Bobbi Jo Mosier, and Brett Mengler.

Consent Agenda. Puck moved and Bieri seconded to approve the consent agenda including the invoices and Class F retail alcohol and outdoor service renewal for Walcott Legion Post #548. Motion carried. The minutes from May 6th were pulled from the consent agenda.

Minutes from May 6, 2024. Mengler moved and Bieri seconded to approve the minutes from May 6, 2024. Motion carried with Koberg and Knutsen abstaining due to absence from meeting.

Fire Department Purchase Approval of Gas Detector. Kraft reported on the project worksheet to purchase a Drager multi-gas monitor from Alex Air Apparatus. Kraft stated that Drager will come and train personnel on how to operate and recalibrate the monitor. Mengler moved and Puck seconded to approve the purchase of a multi-gas detector/monitor at a cost of \$2,325 plus shipping. Motion carried. Koberg suggested replacing the detector more frequently, at least once every 10 years, and leaving the old one as a back-up if it's still operational.

Walcott Unified Fund - Tournament Fencing. The men's fastpitch tournament is scheduled June 28th – 30th. Puck moved and Koberg seconded to allow temporary fences to be installed at Wescott and Victory parks from June 26th to July 2nd. Motion carried

Recreational Trail Advisory Committee - Phase 2 Extension. Committee members reported on the May 15th community meeting regarding the proposed trail extension. Residents adjacent to the City-owned property on the south side of Mud Creek have inquired about the City contacting the property owner on the north side of the creek to see if they would be open to the possibility of selling or granting an easement for a trail. Avise stated the Committee feels the City should contact the property owner to inquire about it. Some concerns with moving the trail to the north side include the following: purchase of property, Iowa Department of Natural Resources (IDNR) permitting and restrictions, additional costs for engineering and another bridge and related construction expenses, bridge crossing location, and hazards of leading a trail through the wastewater treatment plant area. The Committee also feels there is uncertainty regarding available fencing options for property located in the flood plain and inquired how to obtain clarification. A lengthy discussion was held on a survey proposed by the Committee to gain further community input. Mengler suggested delaying action until an answer is received from IDNR and changes are made to the proposed survey. The Committee will make changes to the survey as discussed. Stagg stated he's unsure how much he can find out from the IDNR in regards to adding another bridge without spending funds on engineering for it. Mengler moved and Koberg seconded to direct Stagg to contact the IDNR to inquire about possibility of locating another bridge (across Mud Creek) and fencing/natural barrier options allowed in the flood plain. Motion carried.

Approval of IMEG Engineering Proposal for Well Services – IDNR Form and Site Visit. Mengler moved and Puck seconded to approve the engineering proposal with IMEG for well services (IDNR form and site visit) at a fee of \$8,500, paid with ARPA funds. Motion carried.

Approval of Stanley Consultants Engineering Proposal for Updating Chapter 99.09, Sewer Surcharges. Stagg reported on the proposal from Stanley Consultants to conduct a wastewater cost of service analysis and develop wastewater surcharge schedules. Puck moved and Bieri seconded to approve the engineering proposal with Stanley Consultants at a fee of \$13,928. Motion carried.

Grant Submission for Picnic Tables at Water Tower Park. Mengler moved and Puck seconded to approval submission of a grant for two picnic tables at Water Tower Park. Motion carried.

Approval of Welcome Park Paver Walkway Replacement Project. Stagg reported on the project worksheet on the quotes received to replace the walkway at Welcome Park. This is for the walkway south of the Veteran's Memorial section. Puck moved and Koberg seconded to approve the low quote from The Green Thumbers, not to exceed \$29,244.42, for the Welcome Park Paver Replacement Project. Motion carried.

Building Official/Zoning Administrator Position. Discussion was held on the updated job description combining zoning duties with the Building Official duties, upon retirement of the current Building Official this summer. Mengler moved and Bieri seconded to approve Resolution 2024-26, Adopting Job Description for Building Official/Zoning Administrator Position. Roll call ayes: Mengler, Bieri, Puck, Koberg, and Knutsen. Motion carried. Further discussion was held on the maximum starting wage for the Building Official/Zoning Administrator position. Puck moved and Mengler seconded to approve the starting wage not to exceed \$36.92/hour. Motion carried with Koberg opposing. Koberg expressed concerns regarding the wage and justification for a full-time position. This maximum wage is based on experience and an applicant having all certifications as listed in the City's personnel policy handbook for this position.

Resolution 2024-27, Adopting Rental Housing Fee Schedule. Bieri moved and Knutsen seconded to approve Resolution 2024-27, Adopting Rental Housing Fee Schedule. Roll call ayes: Bieri, Knutsen, Koberg, Mengler, and Puck. Motion carried.

Ordinance 546-24, Amending Chapter 92 Pertaining to Water Rates. Ordinance 546-24 includes an increase of 5% to both the minimum (base rate) and usage rate, effective with the July 1st billing. Each customer shall pay a minimum bill of \$18.53 per month (increase of \$.88/month), which includes usage up to 1,400 gallons and all usage over 1,400 gallons shall be \$6.35 per 1,000 gallons (increase of \$.30/1,000 gallons). The bulk water sales (typically from fire hydrants) will increase from \$6.00 to \$8.00 for usage over 1,000 gallons. Puck moved and Mengler seconded to approve the first reading to adopt Ordinance 546-24, Amending Chapter 92 Pertaining to Water Rates. Roll call ayes: Puck, Mengler, Bieri, Knutsen, and Koberg. Motion carried.

Ordinance 547-24, Amending Chapter 99 Pertaining to Sewer Rates. Ordinance 547-24 is an increase of 1% to both the minimum (base rate) and usage rate, effective with the July 1st billing. Each customer shall pay a minimum bill of \$19.44 per month (increase of \$.19/month) and all usage over 1,400 gallons of water used per month shall be \$6.52 per 1,000 gallons (increase of \$.06/1,000 gallons). Mengler moved and Bieri seconded to approve the first reading to adopt Ordinance 547-24, Amending Chapter 99 Pertaining to Sewer Rates. Roll call ayes: Puck, Mengler, Bieri, Knutsen, and Koberg. Motion carried.

Ordinance 548-24, Amending Chapter 106 Pertaining to Solid Waste Collection Fees (Garbage Rate). Ordinance 548-24 is a 4% increase (\$.62) to the monthly garbage rate, effective with the July 1st billing, which is the percentage increase the City pays to the collector per contract. Puck moved and

Bieri seconded to approve the first reading to adopt Ordinance 548-24 ~~539-23~~, Amending Chapter 106 Pertaining to Solid Waste Collection Fees. Roll call ayes: Puck, Bieri, Mengler, Knutsen, and Koberg. Motion carried.

Public Works Department Report. Stagg reported the concrete pad at Water Tower Park has been poured, concrete at Walker Street intersection is still curing, MidAmerican Energy was contacted about replacing the sidewalk section on Main Street, and the sidewalk damaged from a recent water line break by the Vet Clinic will be replaced.

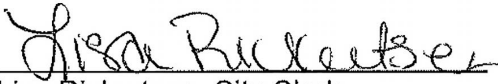
City Clerk's Report. Purchase Approval of Software to Email Utility Bills. Rickertsen reported on the project worksheet to purchase software which will enable the City to email utility bills, upon request from residents. Mengler moved and Koberg seconded to approve the software purchase from Tyler Technologies at a cost of \$3,960 plus the annual maintenance fee. Motion carried. Rickertsen also reported the City was awarded a grant from Scott County Regional Authority towards the Tennis Court Rehabilitation and Pickleball Courts Project.

Council Member Comments. Koberg stated Liqui-Grow wants a curb access on their property and Stagg responded they need to submit a sketch for it. Koberg expressed his frustration with the narrow street entrance at E. Lincoln Street from Blue Grass Road. Stagg stated the City can choose to widen it. Knutsen questioned the opening of the splash pad and restrooms at the parks. Stagg stated the splash pad is typically opened around Memorial Day, weather permitting, and the park restrooms are open. Puck asked if the agendas and minutes can be posted on the City's Facebook account. A link to the minutes and agendas will be posted on the City's Facebook account.

Puck moved and Knutsen seconded to adjourn at 7:23 p.m. Motion carried. All votes on motions were unanimous, unless noted.



Mayor John Kostichek



Lisa Rickertsen, City Clerk

MAY 20, 2024

A.R.B. COMPANIES	LIFT STATION & PARK ROOFS	41,032.57
ALL AMERICAN CONCRETE	SERVICES	59,334.15
ALLTEST INC	RANDOM TESTS	150.00
BADGER METER CO	CELLULAR READING SERVICES	163.56
BT GROCERY	FIRE DEPT FOOD	40.23
CASEY'S	FUEL	1,202.47
CENTURY LINK INC	SERVICES	945.33
HAWKINS	CHEMICALS	1,165.49
HOEKSTRA MASONRY, INC.	STREET PATCHES	3,123.00
HYVEE	FIRE DEPT FOOD & DRINKS	155.67
IMEG CORP	SERVICES	8,800.00
IOWA 80 GROUP	DIESEL/FUEL	751.85
IOWA 80 KITCHEN	STEAK FRY FUNDRASIER SUPPLIES	1,117.38
IOWA LAW ENFORCEMENT ACADE	TRAINING	25.00
JOHN DEERE FINANCIAL	FLOWERS	71.91
LINWOOD MINING & MAT.	FILL MATERIAL	200.88
MENARDS	PARK SUPPLIES	105.65
METERING & TECHNOLOGY SOLUTIONS	METERS	8,662.30
MIDAMERICAN ENERGY CO.	SERVICES	347.87
PLATINUM INFORMATION SERVI	IT & EMAIL SERVICES	857.80
PLATINUM SMART	BACKUP SERVICES	270.00
PS3 ENTERPRISES	PORTAL RENTAL	133.94
REPUBLIC SERVICES	SERVICES	7,654.06
RIVERSTONE GROUP	MATERIAL - PARKS	71.61
ROOF TOP SEDUMS, LLC	FLOWER BASKETS	2,830.50
SCOTT CO. SHERIFF DEPT.	JAIL BOOKING FEES	50.00
STAGG, PAUL	MILEAGE - WW TRAINING	107.10
STATE HYGIENIC LABORATORY	LAB FEES	833.50
UMB BANK	PRIN & INTEREST 2022A BONDS	289,950.00
UPS	SHIPPING FEE	34.06
VERIZON WIRELESS	SERVICES	200.05
WELLMARK	PREMIUMS	19,050.06
SUBTOTAL		449,437.99

PAYROLL	05/10/2024	29,416.83
CBI BANK & TRUST	ACCOUNT FEES	22.00
KALMES	FIRE DEPT FUNDRAISER FOOD	11,000.00
TOTAL EXPENDITURES		489,876.82

FUND TOTALS		
GENERAL		83,424.35
FIRE RESERVE - CELEBRATION		12,117.38
REC TRAIL RESERVE		8,800.00
ROAD USE TAX		59,334.15
DEBT SERVICE		289,950.00
WATER UTILITY		15,027.41
WATER TOWER RESERVE		200.88
WATER MAIN REPAIR FUND		3,123.00
SEWER UTILITY		10,245.59
SOLID WASTE		7,654.06
TOTAL		489,876.82