

CITY OF ELKHART BUSINESS MEETING MINUTES, November 21, 2022 – 6:00 P.M. ELKHART  
COMMUNITY CENTER

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1. Call to Order

Mayor Fors called the meeting to order at 6:00 PM

2. Pledge of Allegiance

Mayor Fors led the room in the Pledge of Allegiance

3. Roll Call

Council Members Present: Nathan Gillmore, Steve Allen, Brad Fordyce and Brian Shipley

4. Approval of Agenda

Motioned by Shipley, seconded by Gillmore to approve the Agenda as published, motion carried

5. Citizen Hearing and Other Communications

a. Polk County Sheriff Report

Submitted a report

b. Public Comments

Policy question was asked by a Citizen and Mayor addressed it

Concern from a Citizen about an issue from years past, it is being reviewed

6. Reports of the Elected Officials, City Staff and Standing Committees

Drey, Fire Chief: December 17 Santa will arrive at the Fire Station

Hysell, City Clerk-presented to Mayor and Council an update on the new Front Desk Program and informed them of starting the process of hiring a Deputy Clerk in the office

Sands, City Administrator: submitted a report and reviewed with Mayor and Council addressing any questions or concerns

7. Consent Agenda Resolution 2022-132

Motioned by Shipley, seconded by Allen to approve the Consent Agenda, motion carried

a. October Cash Report

b. October Treasurer's Report

c. October Budget Report

d. November Bills submitted

e. October Minutes of Council Meeting

f. Annual Urban Renewal Report

g. Commercial Tax Abatement for Mean Machine-462 W Walnut St

8. Discussion of the Residential Tax Abatement Program was tabled to December for the City Administrator to do some review and bring back to Mayor and Council some options

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9. Resolution 2022-133

Motioned by Gillmore, seconded by Fordyce to Approve the Final Retainage Payment for the New Maintenance Building to Eick and Day, not to exceed \$26,717.99, motion carried

10. Resolution 2022-134

Motioned by Fordyce, seconded by Allen to approve Pay Request #2-Stormwater Project, to On Track Construction, not to exceed \$371,804.39, motion carried

11. Resolution 2022-135

Motioned by Allen, seconded by Fordyce to approve Change Order #1, East Storm Trunk Sewer and Lagoon, not to exceed \$66,061.34, motion carried. Mayor and Council had some questions and concerns about the reasons for Change Order #1, and Jordan with V&K addressed those before the vote.

12. Resolution 2022-136

Motioned by Shipley, seconded by Fordyce to approve the bid from MVP for Televising Sanitary Sewer Infiltration, not to exceed \$5,697.00, motion carried

13. Resolution 2022-137

Motioned by Shipley, seconded by Gillmore Appointing Primary-Steve Allen and Secondary-Brenda Hysell to the Metro Waste Authority Board for 2023, motion carried

14. Resolution 2022-138

Motioned by Allen, seconded by Shipley Appointing Colten Fors, Nathan Gillmore and Scott Drey to the Polk County Emergency Management Board, motion carried

15. Presentation of Water Treatment Plant Project update was given by Vince Driscoll with V&K, and Vince addressed any questions and concerns of the Mayor and Council

16. Presentation of Park Project Update was given by Jordan Kappos with V&K, and Jordan addressed any questions and concerns of the Mayor and Council

17. Resolution 2022-139

Motioned by Allen, seconded by Gillmore to Set a Budget Workshop Date of Tuesday January 10, 2023-6PM at Elkhart Community Center, motion carried

18. Adjourn

Motioned by Shipley, seconded by Allen to adjourn the Council Meeting at 7:15PM

CLAIMS REPORT

VENDOR

INVOICE DESCRIPTION

AMOUNT

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ANKENY HARDWARE	SHOP SUPPLIES	\$65.79
ANKENY SANITATION	GARBAGE SVC	\$75.31
ARNOLD MOTOR SUPPLY	SHOP SUPPLES	\$71.98
BRENDA HYSELL	2022 BUDGET WORKSHOP	\$31.25
BRENDA HYSELL	PHONE REIMBURSEMENT	\$50.00
CHAD SANDS	MAYOR'S MEETING, MANAGERS	\$80.25
CHAD SANDS	TRAVEL,CONFERENCE AND PHONE	\$351.88
CHEM-SULT, INC	WATER TREATMENT CHEMS	\$1,335.02
CITY OF ANKENY	EMS CONTRACT	\$3,652.37
COMPASS BUSINESS SOLUTIONS	PRINTING	\$155.34
COMPUTER RESOURCE SPECIAL	SET UP SHOP COMPUTER AND SET	\$697.50
CONSUMERS ENERGY	IND PARK STREET LIGHTS	\$134.56
DES MOINES REGISTER MEDIA	PUBLISH LEGALS	\$183.48
ED LEEDOM	CODE ENFORCEMENT	\$355.00
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$3,553.72
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$3,332.93
EICK & DAY CONSTRUCTION	ADA RAMP	\$5,838.00
FIDELITY SECURITY LIFE	VISION	\$40.01
FIDELITY SECURITY LIFE	VISION	\$5.02
FIDELITY SECURITY LIFE	VISION	\$5.02
FIRE SERVICE TRAINING BUREAU	FIRE SVC TRAINING BUREAU	\$50.00
GRONEWOLD,BELL,KYHNN@CO P.C.	EXAM OF CITY RECORDS	\$1,900.00
GWORKS	ANNUAL SERVICE CONTRACT	\$6,820.00
HUXLEY COMMUNICATIONS	CHALL & FIRE PHONE/INTERNET	\$306.33
IA FINANCE AUTHORITY-SRF	2021 SERIES WA MAIN EXTENSION	
TREASURER STATE OF IOWA	STATE TAXES	\$583.00
TREASURER STATE OF IOWA	STATE TAX	\$614.00
ICAP	NEW INSURANCE ON MAINTENANCE	\$1,302.00
IMFOA	FINANCE OFFICER CERTIFICATION	\$125.00
INDIAN CREEK TREE SERVICE,LLC	REMOVE ASH TREES IN CITY PARK	\$7,100.00
IOWA FIREFIGHTERS ASSOCIATION	FIRE MEMBER DUES	\$272.00

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IOWA ONE CALL	EMAIL LOCATES	\$62.80
IOWA RURAL WATER ASSOCIATION	MEMBERSHIP DUES	\$225.00
IPERS	IPERS	
IPERS	IPERS	
IPERS	IPERS	\$1,937.34
IPERS	IPERS	\$2,053.70
WASTE SOUTIONS OF IOWA	PORTABLE RESTROOMS	\$31.80
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KEYSTONE LABORATORIES INC	SAMPLE ANALYSIS	\$136.50
MAGUIRE IRON INC	WATER TOWER SVC	\$12,495.00
MARCO TECHNOLOGIES LLC	9444-01CONTRACT	\$133.27
MENARDS - ANKENY	SHOP SUPPLIES	\$108.36
MERRILL AXLE AND WHEEL SERVICE	SERVICE ON PLOW TRUCK	\$3,041.26
METRO WASTE AUTHORITY	CURB IT RECYCLING EXPENSE	\$1,572.48
METRO WASTE AUTHORITY	CURB IT RECYCLING EXPENSE	\$306.88
MID AMERICAN ENERGY	ELECTRIC/GAS 03670-63009	\$3,119.29
MIDAMERICAN ENERGY CO.	GAS AND ELECTRIC TO NEW SHOP	\$13,004.68
MIDWEST VAC PROFESSIONALS	VACTOR AND TV TRUCK	\$1,285.00
POLK COUNTY RECORDER	ANNEXATION RECORDED	\$142.00
POLK COUNTY TREASURER	SHERIFF CONTRACT	\$2,620.75
RACOM CORPORATION	28RADIO ACCESS EDACS	\$719.10
RICK HUEBNER	PHONE REIMBURSEMENT	\$50.00
RON CORNWELL	PHONE REIMBURSEMENT	\$50.00
SPECK USA	GRIND DOWN ELECATED STREET	\$975.00
STAPLES CREDIT PLAN	OFFICE SUPPLIES	\$149.01
THORPE WATER DEVELOPMENT		\$1,822.00
VAN WERT INC	METERS AND CONNECTIONS	\$4,968.21
VEENSTRA & KIMM INC	INDUSTRIAL PARK ANNEXATION	\$190.00
VEENSTRA & KIMM INC	BUILDING PERMITS	\$8,773.88
VEENSTRA & KIMM INC	WATER TREATMENT PLANT EXT.	\$10,305.76
VEENSTRA & KIMM INC	EAST STORM TRUCK SEWER	\$1,595.13
VEENSTRA & KIMM INC	EAST STORM TRUCK SEWER	\$6,039.25

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VEENSTRA & KIMM INC	PRAIRIE PP AMENITIES PHASE 1	\$1,110.00
VERIZON WIRELESS	FIRE/CITY HALL PHONES	\$141.55
VISA	CSB CREDIT CARD	\$1,239.85
WASTE SOLUTIONS OF IOWA	PORTABLE RESTROOMS	\$319.00
WELLMARK	GROUP INSURANCE	\$1,512.68
WELLMARK	INSURANCE- A T	\$189.10
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WEX BANK	FUEL	\$177.55
WEX BANK	FUEL	\$588.46
WHITFIELD&EDDY,PLC TRUST ACCNT	SPECIAL ELECTION PROCEEDINGS	\$560.00
Accounts Payable Total		\$123,059.30
Invoices: Paid		\$29,624.02
Invoices: Scheduled		\$93,435.28
Total Paid On: 10/27/22		\$10,048.49
Total Paid On: 11/14/22		\$8,852.07
Total Payroll Paid		\$18,900.56
***** REPORT TOTAL *****		\$141,959.86
GENERAL		\$61,535.21
ROAD USE TAX		\$3,002.59
COMMUNITY BETTERMENT FUND		\$63.60
CHECKING-MAIN STREET		\$18,842.68
PRAIRIE POINT PARK-2022A		\$1,110.00
WA TRTMENT EXT-2022A		\$10,305.76
STORM WATER-PHASE1-2022A		\$7,634.38
WATER		\$24,793.88
WATER SINKING		
SEWER		\$13,636.05
STORM WATER		\$1,035.71
TOTAL FUNDS		\$141,959.86