

CITY OF ELKHART BUSINESS MEETING MINUTES, DECEMBER 19, 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. Oath of Office

New Council Member Angie Schaffer recited the Oath of Office and was sworn in

4. Roll Call

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

5. Approval of Agenda

Motioned by Fordyce, seconded by Allen to approve the Agenda as published, motion carried

6. Citizen Hearing and Other Communications

a. Polk County Sheriff Report

Submitted a report, no concerns at this time

b. Public Comments

Mayor of Alleman came to address the Mayor and Council

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

Drey, Fire Chief: Drey addressed the Mayor and Council on his desire to move forward with a lot of New Planning for the Elkhart Department. He provided a list of Equipment needed to update the Department now and into the nearest future. Drey is working on a plan to entice New Members to join and bring them into the newest services they can provide along with a plan of Revenue to help support the Department. Drey is also looking for a Newer Fire Truck and Consensus from the Council was positive approval to move forward with his endeavors. Mayor and Council thanked him for his presentation and time involved in the planning of the much-needed updates

Sands, City Administrator: Sands submitted a report and reviewed a couple of bullet points with Mayor and Council, and answered any questions and concerns

Kappos, Planning and Zoning: Kappos requested to Mayor and Council that he has an open Committee Member spot due to Angie Schaffer being voted to Council, and would like any requests of interest

8. Consent Agenda Resolution 2022-140

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

a. November Cash Report

b. December Bills submitted

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- c. November Minutes of Council Meeting
  - d. AFR Report
  - e. TIF Indebtedness Report
  - f. Street Finance Report
  - g. Tax Abatement for Business at 1311 NW Laurel Street, Units 105 and 126
9. Quiet Zone Study

Presentation by Greg Broussard with V&K presented to Mayor and Council the Quiet Zone Railroad Study for their review for future project, answering any questions and concerns.

10. Resolution 2022-141

Motioned by Fordyce, seconded by Schaffer to Set a Date of February 16,2023 for Bid Opening-Water Treatment Plant, motion carried

11. Resolution 2022-142

Motioned by Shipley, seconded by Allen to Set a Date for Public Hearing of February 21,2023 to Award Contract for Water Treatment Plant, motion carried

12. Resolution2022-143

Motioned by Fordyce, seconded by Shipley to Change February 2023 Council Meeting from February 20<sup>th</sup> to February 21<sup>st</sup> due to Presidents Day Holiday, motion carried

13. Resolution 2022-144

Motioned by Fordyce, seconded by Allen to Change June 2023 Council Meeting from June 19<sup>th</sup> to June 20<sup>th</sup> due to Juneteenth Holiday, motion carried

14. Resolution 2022-145

Motioned by Allen, seconded by Gillmore to Approve Pay Request #3 for Stormwater Project to OnTrack Construction, not exceed \$43,328.08, motion carried

15. Resolution 2022-152

Motioned by Gillmore, seconded by Shipley to Approve the Connection Fee District for Water Line to the Industrial Park, motion carried

16. Resolution 2022-153

Motioned by Shipley, seconded by Fordyce to Approve New Tax Abatement Program for Residential New Construction starting January 1, 2023 and ending December 31, 2023 for \$75,000 of Value of Property, motion carried

17. Resolution 2022-146

Motioned by Gillmore, seconded by Fordyce to Appoint Members to the DesMoines MPO Board for 2023, Primary-Chad Sands, Alternate-Nathan Gilmore, Technical Committee/Primary-Angie Schaffer, Alternate-Steve Allen, motion carried

18. Resolution 2022-147

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Motioned by Shipley, seconded by Schaffer to Approve Cell Phone Reimbursement to Employees from \$50.00 to \$75.00, motion carried

19. Resolution 2022-148

Motioned by Fordyce, seconded by Allen to Approve a Transfer from Sewer to Debt Service for New 2022A Loan Interest Payment of \$9,715.07, motion carried

20. Resolution 2022-149

Motioned by Allen, seconded by Fordyce to Approve a Transfer from Stormwater to Debt Service for New 2022A Loan Interest Payment of \$5,625.90, motion carried

21. Resolution 2022-150

Motioned by Allen, seconded by Gillmore to Approve a Transfer from TIF to Debt Service for New 2022A Loan Interest Payment of \$10,940.85, motion carried

22. Resolution 2022-151

Motioned by Gillmore, seconded by Schaffer to Approve a Transfer from Water to Debt Service for New 2022A Loan Interest Payment of \$3,206.11, motion carried

23. Judging of the Coloring Contest done by Mayor and Council results are as follows:

2-4 Years-Hailey Mozingo

5-7 Years-Maya Vandenburg

8-12 Years-Emery Hennick

Thank You to all the participants

24. Adjourn

Motioned by Allen, seconded by Shipley to adjourn the Council Meeting at 8:07PM

CLAIMS REPORT

VENDOR	INVOICE DESCRIPTION	AMOUNT
ANKENY SANITATION	GARBAGE SVC	\$75.31
OFFICE OF AUDITOR OF STATE	EXAM FEE 2022	\$175.00
BOLTON & MENK	QUIET ZONE STUDY	\$448.00
BRENDA HYSELL	PHONE REIMBURSEMENT	\$50.00
CHAD SANDS	PHONE REIMBURSEMENT	\$50.00

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CHEM-SULT, INC	WATER TREATMENT CHEMS	\$621.62
CONSUMERS ENERGY	IND PARK STREET LIGHTS	\$104.59
DES MOINES REGISTER MEDIA	PUBLISH LEGALS	\$396.89
DORSEY & WHITNEY LLP	2022A PROCEEDINGS	\$12,500.00
ED LEEDOM	CODE ENFORCEMENT	\$355.00
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$3,489.28
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$3,435.68
EICK & DAY CONSTRUCTION	FINAL PAY ON MAINTENANCE BLDG	\$26,717.99
FIDELITY SECURITY LIFE	VISION	\$40.01
FIDELITY SECURITY LIFE	VISION	\$5.02
FIDELITY SECURITY LIFE	VISION	\$5.02
GRONEWOLD, BELL, KYHNN@CO P.C.	EXAM 2022	\$2,130.31
HUXLEY COMMUNICATIONS	CHALL/FIRE/SHOP INTERNET	\$172.00
IA FINANCE AUTHORITY-SRF	2021 SERIES WA MAIN EXTENSION	
TREASURER STATE OF IOWA	STATE TAXES	\$597.00
TREASURER STATE OF IOWA	STATE TAX	\$625.00
IOWA DEPT OF TRANSPORTATION	SALT/SAND	\$359.63
IOWA ONE CALL	EMAIL LOCATES	\$143.00
IPERS	IPERS	
IPERS	IPERS	
IPERS	IPERS	\$1,977.74
IPERS	IPERS	\$2,090.46
WASTE SOUTIONS OF IOWA	PORTABLE RESTROOMS	\$31.80
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JUDY WELCH	FY2022 AFR	\$312.50
KEYSTONE LABORATORIES INC	SAMPLE ANALYSIS	\$388.25
MC2	SEWER LAGOON	\$3,604.68
MENARDS - ANKENY	BASEBOARD AND THERMOSTAT	\$156.98
MENARDS - ANKENY	POTHOLE PATCH	\$11.97
MENARDS - ANKENY	NEW SHOP SUPPLIES	\$171.76
MENARDS - ANKENY	CLEANING AND SHOP SUPPLIES	\$166.56

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METRO WASTE AUTHORITY	CURB IT RECYCLING EXPENSE	\$1,629.48
MID AMERICAN ENERGY	ELECTRIC/GAS 03670-63009	\$3,264.72
MIDWEST VAC PROFESSIONALS	CAMERA, VACTOR TRUCK AND DUMP	\$7,507.63
ON-TRACK CONSTRUCTION, LLC	PAY REQUEST #2-STORMWATER PROJ	\$371,804.39
POLK COUNTY ELECTION OFFICE	SPECIAL ELECTION EXPENSES	\$1,920.75
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
STAPLES CREDIT PLAN	OFFICE SUPPLIES	\$321.45
THORPE WATER DEVELOPMENT		\$1,822.00
TOMPKINS INDUSTRIES	MAIN STREET INCENTIVE PROGRAM	\$6,242.00
ULINE	SEWER STREETS AND SHOP	\$655.75
VAN WALL EQUIPMENT INC	72'RIGID BROOM ATTACH	\$5,630.40
VEENSTRA & KIMM INC	BUILDING PERMITS	\$580.88
VEENSTRA & KIMM INC	WATER TREATMENT EXT	\$606.25
VEENSTRA & KIMM INC	EAST STORM TRUNK SEWER	\$7,935.63
VEENSTRA & KIMM INC	MAIN STREET MASTER PLAN	\$1,312.50
VEENSTRA & KIMM INC	KIMBERLY WOODS PLAT 1&2	\$168.00
VEENSTRA & KIMM INC	MAIN LIFT STATION	\$7,515.00
VEENSTRA & KIMM INC	PPPARK	\$2,920.75
VISA	CSB CREDIT CARD	\$402.93
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	\$283.13
Accounts Payable Total		\$489,614.22
Invoices: Paid		\$417,567.78
Invoices: Scheduled		\$72,046.44
Total Paid On: 11/29/22		\$6,922.20
Total Paid On: 11/30/22		\$2,510.11

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Total Paid On: 12/14/22	\$9,267.94
Total Payroll Paid	\$18,700.25
***** REPORT TOTAL *****	\$508,314.47
GENERAL	\$38,316.92
ARPA	\$6,242.00
ROAD USE TAX	\$4,908.04
COMMUNITY BETTERMENT FUND	\$63.60
CHECKING-MAIN STREET	\$1,760.50
PRAIRIE POINT PARK-2022A	\$6,045.75
WA TRTMENT EXT-2022A	\$3,731.25
MAINTENANCE SHOP-2022A	\$29,842.99
STORM WATER-PHASE1-2022A	\$379,740.02
LIFTSTATION PROJ-2022A	\$10,640.00
WATER	\$7,252.43
WATER SINKING	
SEWER	\$19,351.93
STORM WATER	\$419.04
TOTAL FUNDS	\$508,314.47