

CITY OF ELKHART BUSINESS MEETING MINUTES, February 21, 2023 – 6:00 P.M. ELKHART
COMMUNITY CENTER

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, Brian Shipley and Angie Schaffer

4. Approval of Agenda

Motioned by Shipley, seconded by Fordyce 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

No Public Comments

6. Public Hearing

a. FY2024 Max Levy

Motioned by Shipley, seconded by Gillmore to open Public Hearing at 6:05PM, no public comments, motioned by Fordyce, seconded by Allen to close Public Hearing at 6:06PM, motions carried

b. Plans, Specs and the Contract for Water Treatment Plant Project

Motioned by Gillmore, seconded by Fordyce to open Public Hearing at 6:07PM, no public comment, motioned by Allen, seconded by Shipley to close Public Hearing at 6:08PM, motions carried

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

Hysell, City Clerk: Hysell informed Mayor and Council of the Roll Back Bill that was recently passed to affect Property Tax Revenue, the FY2024 Max Levy was approved as it was published, the new tax evaluations will reflect in FY2024 Budget to be approved in March 2023. Hysell, reported of her New Deputy Clerk doing an excellent job in learning and illuminating a large impact of work, therefore, leading to a lot more efficiency in the office. Hysell announced her receiving Finance Officer Certification coming in April-last year she received City Clerk Certification.

Drey, Fire Chief: Drey addressed Mayor and Council with desire to join a Membership to wellness club. Drey also recommended Rich Voyek to join Elkhart Fire Department

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Sands, City Administrator: submitted a report to Mayor and Council and reviewed each item answering any questions or concerns

Shiple, Council: Spoke with Mayor and Council of the Vandalism on the new basketball hoop backboards. He expressed the need for some security, such as cameras at the Park

8. Consent Agenda Resolution 2023-12

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

- a. January Cash Report
- b. January Treasurer's Report
- c. January Budget Report
- d. February Bills submitted
- e. January Minutes of Council Meeting
- f. Hen House Liquor License

9. Resolution 2023- 13

Motioned by Shiple, seconded by Schaffer to approve the Plans, Specs for Water Treatment Plant,

Motion carried

10. Resolution 2023-14

Motioned by Shiple, seconded by Fordyce to award the Contract for Water Treatment Plant Project to WRH, INC, motion carried

11. Resolution 2023-28

Motioned by Fordyce, seconded by Schaffer to Approve the Wellness Program for the Elkhart Fire Department, not to exceed \$1,040.00, motion carried

12. Resolution 2023-15

Motioned by Allen, seconded by Fordyce to approve the appointment of Rich Voyek to the Elkhart Fire Department, motion carried

13. Resolution 2023-16

Motioned by Shiple, seconded by Allen to approve and adopt FY2024 Max Levy as Published, motion carried

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14. Resolution 2023-17

Motioned by Fordyce, seconded by Allen to approve Metro Waste Authority increase to \$4.54 per/month July 1, 2023, motion carried

15. Resolution 2023-18

Motioned by Allen, seconded by Gillmore to approve the 5-year Contract with Marco as submitted for Copier/Printer Service, motion carried, Schaffer abstained

16. Resolution 2023-29

Motioned by Shipley, seconded by Fordyce to approve to hire Simmering and Cory for reviewing and recodifying our City Ordinances, motion carried

17. Resolution 2023-19

Motioned by Fordyce, seconded by Shipley to Approve the Transfer from TIF to Debt Service for 2020C Loan Interest Payment of \$4,128.00

18. Resolution 2023-20

Motioned by Fordyce, seconded by Schaffer to Approve the Transfer from Water to Water Sinking for 2021 Series Interest Payment of \$3,165.23, motion carried

19. Resolution 2023-21

Motioned by Allen, seconded by Gillmore to Approve the Transfer from Sewer to Sewer Sinking for 2020B Interest Payment of \$6,070.00, motion carried

20. Resolution 2023-22

Motioned by Fordyce, seconded by Schaffer to Approve the Transfer from LOST to Debt Service for 2022A Interest Payment for \$13,737.78, motion carried

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21. Resolution 2023-23

Motioned by Allen, seconded by Fordyce to Approve the Transfer from Water to Debt Service for 2022A Interest Payment for \$3,206.11, motion carried

22. Resolution 2023-24

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

23. Resolution 2023-25

Motioned by Fordyce, seconded by Shipley to Approve the Transfer from TIF to Debt Service for 2022A Interest Payment of \$10,940.85, motion carried

24. Resolution 2023-26

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

25. Resolution 2023-27

Motioned by Fordyce, seconded by Schaffer to Set a Public Hearing Date of March 20, 2023 at 6PM for FY2024 Budget, motion carried

26. Adjourn-

Motioned by Shipley, seconded by Fordyce to adjourn the Council Meeting at 7:08 PM

CLAIMS REPORT

VENDOR	INVOICE DESCRIPTION	AMOUNT
ANKENY SANITATION	GARBAGE SVC	\$75.31
BOLTON & MENK	QUIET ZONE STUDY FINAL	\$1,139.00
BRENDA HYSELL	PHONE REIMBURSEMENT	\$75.00
CEDAR RAPIDS BANK & TRUST	INTEREST PAYMENT 2020C	\$4,128.00

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CHAD SANDS	PHONE REIMBURSEMENT	\$75.00
CHAD SANDS	MEETING TRAVEL EXPENSES	\$41.92
CHEM-SULT, INC	WATER TREATMENT CHEMS	\$661.31
CONSUMERS ENERGY	IND PARK STREET LIGHTS	\$142.02
CONSUMERS ENERGY	IND PARK STREET LIGHTS	\$184.02
DES MOINES REGISTER MEDIA	PUBLISH LEGALS	\$420.13
ED LEEDOM	CODE ENFORCEMENT	\$492.37
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$3,995.69
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$3,591.39
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	\$208.84
HUXLEY COMMUNICATIONS	CHALL/FIRE AND CITY SHOP	\$162.00
IA FINANCE AUTHORITY-SRF	2021 SERIES WA MAIN EXTENSION	
TREASURER STATE OF IOWA	STATE TAXES	\$514.39
TREASURER STATE OF IOWA	STATE TAX	\$656.28
IOWA DEPT OF NATURAL RESOURCES	WA TREATMENT CONSTRUCTIN	\$4,000.00
IOWA ONE CALL	EMAIL LOCATES	\$38.00
IPERS	IPERS	
IPERS	IPERS	
IPERS	IPERS	\$1,862.93
IPERS	IPERS	\$2,379.80
WASTE SOUTIONS OF IOWA	PORTABLE RESTROOMS	\$31.80
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MARCO TECHNOLOGIES LLC	9444-01CONTRACT	\$231.25
MARISSA BUTLER	PHONE REIMBURSEMENT	\$75.00
MENARDS - ANKENY	SHOP SUPPLIES AND C/H CLEANING	\$123.45
MENARDS - ANKENY	SHOP SUPPLIES-SPACE HEATER CH	\$69.96
MENARDS - ANKENY	SHOP SUPPLIES AND OUTLET C/H	\$142.36
METRO WASTE AUTHORITY	CURB IT RECYCLING EXPENSE	\$1,589.76

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MICROBAC LABORATORIES INC	KEYSTONE LABS	\$178.00
MID AMERICAN ENERGY	ELECTRIC/GAS 03670-63009	\$3,917.27
MID AMERICAN ENERGY	NEW MAINTENANCE SHOP	\$188.48
MID AMERICAN ENERGY	ST LIGHTS	\$835.05
MIDWEST VAC PROFESSIONALS	CLEAN MH&LIFT STATION	\$1,190.00
MUNICIPAL SUPPLY INC	METER SUPPLIES	\$183.73
POLK COUNTY FIRE CHIEFS ASSOCI	FIRE CHIEF DUES	\$25.00
POLK COUNTY TREASURER	SHERIFF CONTRACT	\$2,620.75
RACOM CORPORATION	28RADIO ACCESS EDACS	\$719.10
RICK HUEBNER	PHONE REIMBURSEMENT	\$75.00
RON CORNWELL	PHONE REIMBURSEMENT	\$75.00
THE SHREDDER	SHREDDING OF OLD RECORDS	\$240.00
TRAVELERS-RMD	WORKERS COMP	\$4,493.00
VAN WALL EQUIPMENT INC	MOWER PLUG	\$4.46
VAN WERT INC	2 METERS WITH CONNECTIONS	\$993.85
VAN WERT INC	12 METERS AND SUPPLIES	\$4,602.96
VEENSTRA & KIMM INC	WATER UTILITY MAPS	\$190.00
VEENSTRA & KIMM INC	BUILDING PERMITS	\$690.00
VEENSTRA & KIMM INC	WATER TREATMENT PLANT EXPANS	\$32,640.00
VEENSTRA & KIMM INC	EAST STORM TRUNK SEWER	\$928.68
VEENSTRA & KIMM INC	MAIN STREET MASTER PLAN	\$2,887.50
VEENSTRA & KIMM INC	PRAIRIE POINT PARK AMENNITIES	\$10,862.50
VERIZON WIRELESS	PHONES CITY HALL/FIRE	\$168.96
VISA	CSB CREDIT CARD	\$882.84
WASTE SOLUTIONS OF IOWA	PORTAPOTS	\$319.00
WELLMARK	GROUP INSURANCE	\$1,897.39
WELLMARK	INSURANCE- A T	\$234.15
WELLMARK	INSURANCE- A T	\$236.86
WEX BANK	FUEL	\$637.21
WEX BANK	FUEL	\$364.31
Accounts Payable Total		\$100,469.88
Invoices: Paid		\$20,965.43

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Invoices: Scheduled	\$79,504.45
Total Paid On: 1/30/23	\$10,835.26
Total Paid On: 2/13/23	\$9,835.76
Total Payroll Paid	\$20,671.02
***** REPORT TOTAL *****	\$121,140.90
GENERAL	\$40,567.77
ROAD USE TAX	\$2,279.72
COMMUNITY BETTERMENT FUND	\$63.60
DEBT SERVICE	\$4,128.00
CHECKING-MAIN STREET	\$4,026.50
PRAIRIE POINT PARK-2022A	\$10,862.50
WA TRTMENT EXT-2022A	\$36,640.00
STORM WATER-PHASE1-2022A	\$928.68
WATER	\$9,590.31
WATER SINKING	
SEWER	\$11,608.42
STORM WATER	\$445.40
TOTAL FUNDS	\$121,140.90