

CITY OF ELKHART BUSINESS MEETING MINUTES, APRIL 17, 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, and Angie Schaffer. Brian Shipley was Absent

4. Approval of Agenda

Motioned by Fordyce, seconded by Allen 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

One question from a resident, question addressed by Mayor and Council

6. Public Hearing

a. Public Hearing for FY2024 Budget

Motioned by Fordyce, seconded by Allen to Open Public Hearing at 6:20 PM for FY2024 Budget, no comments from the Public. Motioned by Gillmore, seconded by Allen to Close the Public Hearing at 6:20PM, motions carried.

b. Public Hearing for Well #4 Project

Motioned by Fordyce, seconded by Schaffer to Open Public Hearing at 6:21PM for Well #4 Project, City Administrator explained to Public what happened with the bidding process of Well #4 Project, and answered questions and concerns, motioned by Fordyce, seconded by Allen to Close Public Hearing at 6:22PM, motions carried

c. Public Hearing for Prairie Pointe Park Project

Motioned by Fordyce, seconded by Schaffer to Open Public Hearing at 6:22PM, City Administrator explained to the Public about the bidding process of Prairie Pointe Project and answered any questions or concerns, motioned by Allen, seconded by Fordyce to Close Public Hearing at 6:24PM, motions carried

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

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Drey, Fire Chief: Drey spoke of his request to increase Pay/Per Call to \$20.00 per/call retroactive back to January 1, 2023, 27 calls for the month, 10 Fires, 17 Medical Calls and 2 Commercial Inspections of Fire Safety in New Construction.

Sands, City Administrator: Submitted a Report and reviewed a few items with Mayor and Council opening the table for any questions or concerns that needed to be addressed.

Kappos, Planning and Zoning: Kappos let Mayor and Council know they are still in review of the Main Street Master Plan and would be finalizing for next month Council Meeting.

8. Consent Agenda Resolution 2023-37

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

- a. March Cash Report
- b. March Treasurer's Report
- c. March Budget Report
- d. April Bills submitted
- e. March Minutes of Council Meeting
- f. Kippy's Alcohol Permit Renewal
- g. Iowa Retail Permit for Cigarette/Tobacco/Nicotine/Vapor-Hab Enterprises LLP

9. Resolution 2023-38

Motioned by Fordyce, seconded by Allen to approve an increase in Pay/Per Call to the Elkhart Fire/Ambulance Department of \$20.00 Per/call retroactive to January 1, 2023.

10. Discussion of the Prairie Pointe Park Project, no action was taken, it was tabled to next month in order to re-review the plans, specs and bidding.

11. Resolution 2023-39

Motioned by Fordyce, seconded by Allen to approve the Plan and Specs of Well #4 Project as presented, motion carried

12. Resolution 2023-40

Motioned by Allen, seconded by Schaffer to approve Seeding around Prairie Pointe Park Ponds, motion carried

13. Resolution 2023-41

Motioned by Schaffer, seconded by Allen to approve Pay Request #5-Stormwater Project to On Track Construction, not to exceed \$86,523.40, motion carried

14. Resolution 2023-42

Motioned by Fordyce, seconded by Schaffer to approve Change Order #2-Stormwater Project, not to exceed \$4,455.00, motion carried

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15. Resolution 2023-43

Motioned by Fordyce, seconded by Allen to Set a Public Hearing Date of May 15 at 6PM for Water, Sewer and Stormwater Rate Increase, motion carried

16. Resolution 2023-44

Motioned by Allen, seconded by Gillmore to approve and adopt Budget FY2024 as published, motion carried

17. Resolution 2023-45

Motioned by Gillmore, seconded by Fordyce to approve Street Closings for Mean Machine Cycle event May 20th, Garfield closed from Walnut to Maple from 11AM-10PM, motion carried

18. Resolution 2023-46

Motioned by Allen, seconded by Schaffer approving ECBC Street Closings for City Festival, June 24th, Main St. Closed from Lincoln to Washington, Railroad Closed from Main to Maple, Garfield Closed from Main St. to Maple, and Maple Closed from Garfield to Washington from 7AM to 11PM, motion carried

19. Resolution 2023-47

Motioned by Fordyce, seconded by Allen approving New Road Maintenance Agreement with Polk County, at approximately \$15,000.00/year, motion carried

20. Resolution 2023-48

Motioned by Fordyce, seconded by Allen approving the Metropolitan Advisory Council Homeland Security Service Agreement 2023-2028, an extension of our 28E Agreement, motion carried

21. Resolution 2023-49

Motioned by Allen, seconded by Schaffer approving 28E Annual Agreement with Emergency Management Commission for their Services, motion carried

22. Adjourn

Motioned by Allen, seconded by Fordyce to adjourn the Council Meeting at 6:58PM

CLAIMS REPORT

VENDOR	INVOICE DESCRIPTION	AMOUNT
ANKENY SANITATION	GARBAGE SVC	\$75.31
ARNOLD MOTOR SUPPLY	1 TON CHEVY	\$108.66
BRENDA HYSELL	PHONE REIMBURSEMENT	\$75.00
CHAD SANDS	PHONE REIMBURSEMENT	\$75.00

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CONSUMERS ENERGY	IND PARK STREET LIGHTS	\$155.22
DES MOINES REGISTER MEDIA	PUBLISH LEGALS	\$574.13
ED LEEDOM	CODE ENFORCEMENT	\$360.92
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$3,715.86
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$3,370.80
FIDELITY SECURITY LIFE	VISION INSURANCE	\$40.01
FIDELITY SECURITY LIFE	VISION	\$5.02
FIDELITY SECURITY LIFE	VISION	\$5.02
GCMOA	GOLDEN CIRCLE DUES	\$25.00
GCMOA	GCMOA LUNCHEON	\$35.00
HUXLEY COMMUNICATIONS	CHALL/FIRE/CITY SHOP INTERNET	\$172.00
IA FINANCE AUTHORITY-SRF	2021 SERIES WA MAIN EXTENSION	
TREASURER STATE OF IOWA	STATE TAXES	\$638.80
TREASURER STATE OF IOWA	STATE TAX	\$609.43
IPERS	IPERS	
IPERS	IPERS	
IPERS	IPERS	\$2,325.25
IPERS	IPERS	\$2,244.08
WASTE SOUTIONS OF IOWA	PORTABLE RESTROOMS	\$31.80
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JUDY WELCH	FY2024 BUDGET	\$200.00
KINZLER CONSTRUCTION SERVICES	OVERHEAD DOOR OLD SHOP	\$590.11
KNOX COMPANY	KNOX CONNECTION SOFTWARE	\$500.76
MARCO TECHNOLOGIES LLC	COPIER	\$180.00
MARCO TECHNOLOGIES LLC	FINAL PAY ON OLD COPIER/PRINT	\$50.38
MARCO TECHNOLOGIES LLC	COPIER/PRINTER	\$46.70
MARISSA BUTLER	PHONE REIMBURSEMENT	\$75.00
MARISSA BUTLER	TRAVEL EXPENSE FOR CLERKS	\$11.70
MENARDS - ANKENY	MISC SUPPLIES	\$91.62
MENARDS - ANKENY	MISC. SUPPLIES	\$39.61
METRO WASTE AUTHORITY	CURB IT RECYCLING EXPENSE	\$1,589.76

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MICROBAC LABORATORIES INC	WASTEWATER	\$74.50
MID AMERICAN ENERGY	ELECTRIC/GAS 03670-63009	\$3,358.15
POLK COUNTY TREASURER	SHERIFF CONTRACT	\$2,620.75
RACOM CORPORATION	28RADIO ACCESS EDACS	\$719.10
RICK HUEBNER	PHONE REIMBURSEMENT	\$75.00
RICK HUEBNER	UNIFORM ALLOWANCE	\$57.93
RON CORNWELL	PHONE REIMBURSEMENT	\$75.00
SIMMERING-CORY	CODE UPDATES	\$2,800.00
STAPLES CREDIT PLAN	OFFICE SUPPLIES	\$92.74
THORPE WATER DEVELOPMENT	MONTHLY CONTRACT OF SERVICE	\$3,644.00
VAN WALL EQUIPMENT INC	MOWER	\$61.75
VEENSTRA & KIMM INC	ENGINEERING SERVICES FOR	\$434.00
VEENSTRA & KIMM INC	BUILDING PERMITS	\$497.63
VEENSTRA & KIMM INC	WATER TREATMENT PLANT EXT	\$7,438.12
VEENSTRA & KIMM INC	MIAN STREET MASTER PLAN	\$612.50
VEENSTRA & KIMM INC	PPARK AMENITIES	\$21,091.25
VERIZON WIRELESS	PHONES FIRE/CHALL	\$259.51
VISA	CSB CREDIT CARD	\$467.84
WASTE SOLUTIONS OF IOWA	PORTABLE RESTROOMS	\$352.00
WELLMARK	GOUP INSURANCE	\$2,106.58
WELLMARK	INSURANCE- A T	\$236.86
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Accounts Payable Total		\$65,361.82
Invoices: Paid		\$13,977.98
Invoices: Scheduled		\$51,383.84
Total Paid On: 3/30/23		\$10,400.87
Total Paid On: 4/13/23		\$9,393.70
Total Payroll Paid		\$19,794.57
***** REPORT TOTAL *****		\$85,156.39
GENERAL		\$40,521.97
ROAD USE TAX		\$2,242.36
COMMUNITY BETTERMENT FUND		\$63.60

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CHECKING-MAIN STREET	\$3,412.50
PRAIRIE POINT PARK-2022A	\$21,091.25
WATER	\$8,191.50
WATER SINKING	
SEWER	\$9,118.01
STORM WATER	\$515.20
TOTAL FUNDS	\$85,156.39