

**CITY OF ELKHART BUSINESS MEETING MINUTES, MAY 15, 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, and Brad Fordyce. Brian Shipley and Angie Schaffer 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

No public comments

6. Public Hearing

a. Water Rate Increase for FY2024

Motioned by Fordyce, seconded by Allen to open Public Hearing at 6:06 PM, no public comments, motioned by Allen, seconded by Fordyce to close Public Hearing at 6:07 PM, motions carried

b. Sewer Rate Increase for FY2024

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

c. Stormwater Rate Increase for FY2024

Motioned by Gillmore, seconded by Allen to open Public Hearing at 6:08 PM, no public comments, motioned by Gillmore, seconded by Fordyce to close Public Hearing at 6:09 PM, motions carried

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

Drey, Fire Chief: 21 calls for the month, continued training, preparing the food for Mean Machine's event May 20

Sands, City Administrator: submitted a report to Mayor and Council and reviewed with them answering any questions and concerns

Hysell, City Clerk: reviewed 4 items with Mayor and Council and answered any questions or concerns

Kappos, Planning and Zoning-went over some items in review with Mayor and Council

8. Consent Agenda Resolution 2023-50

Motioned by Fordyce, seconded by Allen to approve the Consent Agenda with line item f. to be removed, motion carried

a. April Cash Report

b. April Treasurer's Report

c. April Budget Report

d. May Bills Submitted

e. April Minutes of Council Meeting

f. EBSA-Outdoor alcohol permit for City Festival (Elkhart Baseball Softball Association)

g. The Hen House Alcohol Permit for Event May 20th

**CITY OF ELKHART BUSINESS MEETING MINUTES, MAY 15, 2023 – 6:00 P.M. ELKHART
COMMUNITY CENTER**

9. Resolution 2023-51

Motioned by Fordyce, seconded by Gillmore to approve Street Closing for the Christian Church Activities-from 252-256 NW Washington on May 28th from 10AM to 5PM, motion carried

10. Resolution 2023-52

Motioned by Allen, seconded by Fordyce to Set a Date for Public Hearing of June 20, 6PM on Proposal to Enter into a Water Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$5,300,000, motion carried

11. Resolution 2023-53

Motioned by Fordyce, seconded by Allen to Set a Date of Bid Opening for June 15 at 2PM-Lift Station Project, motion carried

12. Resolution 2023-54

Motioned by Fordyce, seconded by Allen to Set a Public Hearing Date of June 20, 6PM for Lift Station Project, motion carried

13. Resolution 2023-55

Motioned by Allen, seconded by Gillmore to Set a Date of Bid Opening for June 15 at 2PM-Well #4 Project, motion carried

14. Resolution 2023-56

Motioned by Gillmore, seconded by Fordyce to Set a Date of Bid Opening for June 15 at 2PM-Prarie Pointe Park-Phase 1, motion carried

15. Resolution 2023-57

Motioned by Fordyce, seconded by Allen to Set a Date of May 22, 6 PM for Special Meeting at City Hall for FY2023 Budget Amendment, motion carried

16. Resolution 2023-58

Motioned by Allen, seconded by Gillmore to Set a Public hearing Date of May 22, 6PM for FY2023 Budget Amendment, motion carried

17. Resolution 2023-59

Motioned by Gillmore, seconded by Fordyce to Set a Date for Public Hearing for Ordinance Change-165.24-Public Water Supply Wells, motion carried

18. Resolution 2023-60

Motioned by Fordyce, seconded by Allen to present the First Reading of Ordinance Change-Water Utility Increase, motion carried

19. Resolution 2023-61

Motioned by Allen, seconded by Fordyce to present the First Reading of Ordinance Change-Sanitary Sewer Utility Increase, motion carried

20. Resolution 2023-62

Motioned by Gillmore, seconded by Allen to present the First Reading of Ordinance Change-Stormwater Utility Increase, motion carried

21. Resolution 2023-63

Motioned by Fordyce, seconded Allen to approve Pay Request #6-Stormwater Project-Phase 1, not to exceed \$37,255.34, motion carried

22. Resolution 2023-64

Motioned by Gillmore, seconded by Allen to Waive our Right to Review Final Plat for White Oak, motion carried

23. Resolution 2023-65

Motioned by Fordyce, seconded by Allen to approve a Transfer from LOST to Water for Payment of ITRON- New Meter Reading System, not to exceed \$20,750.00, motion carried

**CITY OF ELKHART BUSINESS MEETING MINUTES, MAY 15, 2023 – 6:00 P.M. ELKHART
COMMUNITY CENTER**

24. Resolution 2023-66

Motioned by Allen, seconded by Gillmore to approve a New Mower Bid from John Deere, not to exceed \$10,292.84, motion carried

25. Resolution 2023-67

Motioned by Fordyce, seconded by Allen to approve a quote of \$1,100.00 for a Custom-Built Desk for New Office to be purchased after July 1, 2023, motion carried

26. Resolution 2023-68

Motioned by Fordyce, seconded by Allen to Accept the Mayor, Colten Fors, Resignation as of May 15, 2023, motion carried

27. Adjourn

Motioned by Fordyce, seconded by Allen to adjourn the Council Meeting at 6:29 PM

CLAIMS REPORT

VENDOR	INVOICE DESCRIPTION	AMOUNT
ANKENY SANITATION	GARBAGE SVC	\$75.31
BRENDA HYSSELL	PHONE REIMBURSEMENT	\$75.00
CHAD SANDS	PHONE REIMBURSEMENT	\$75.00
CHEM-SULT, INC	WATER TREATMENT CHEMS	\$231.42
CHEM-SULT, INC	WATER TREATMENT CHEMS	\$590.00
CITY OF CAMBRIDGE IA-LIBRARY	ELKHART AGREEMENT-ANNUAL	\$1,900.00
CONSUMERS ENERGY	IND PARK STREET LIGHTS	\$131.38
DES MOINES REGISTER MEDIA	PUBLISH LEGALS	\$204.95
DES MOINES REGISTER MEDIA	PUBLISH LEGALS	\$232.72
ED LEEDOM	CODE ENFORCEMENT	\$361.58
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$3,793.65
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$3,538.38
FIDELITY SECURITY LIFE	VISION INSURANCE	\$40.01
FIDELITY SECURITY LIFE	VISION	\$5.02
FIDELITY SECURITY LIFE	VISION	\$5.02
GCMOA	BRENDA AND MARISSA LUNCHEON	\$34.00
HUXLEY COMMUNICATIONS	CHALL/FIRE/SHOP INTERNET	\$162.00
IA FINANCE AUTHORITY-SRF	2021 SERIES WA MAIN EXTENSION	
TREASURER STATE OF IOWA	STATE TAXES	\$553.46
TREASURER STATE OF IOWA	STATE TAX	\$555.17
ICAP	ANNUAL INSURANCE EXPENSE	\$36,216.00
IOWA DEPT OF TRANSPORTATION	FOUR WAY STOP SIGNS AND NO	\$527.79
IPERS	IPERS	
IPERS	IPERS	
IPERS	IPERS	\$2,068.31
IPERS	IPERS	\$2,128.41
WASTE SOUTIONS OF IOWA	PORTABLE RESTROOMS	\$31.80
WASTE SOUTIONS OF IOWA	PORTABLE RESTROOMS	\$31.80
MARCO TECHNOLOGIES LLC	COPIER/PRINTER	\$166.08

**CITY OF ELKHART BUSINESS MEETING MINUTES, MAY 15, 2023 – 6:00 P.M. ELKHART
COMMUNITY CENTER**

MARISSA BUTLER	PHONE REIMBURSEMENT	\$75.00
MARISSA BUTLER	GCMOA LUNCHEON MEETING	\$26.91
	AIR COMPRESSOR AND HOSE	
MENARDS - ANKENY	OTHER	\$106.76
METRO WASTE AUTHORITY	CURB IT RECYCLING EXPENSE	\$1,589.76
MICROBAC LABORATORIES INC	TESTINGS	\$193.00
MID AMERICAN ENERGY	ELECTRIC/GAS	\$3,130.17
MIDWEST BREATHING AIR LLC	FIRE MAINTENANCE	\$679.07
MUNICIPAL EMERGENCY SERVICES	METER SUPPLIES	\$292.50
POLK CO EMERGENCY MGMT AGENCY	28E AGREEMENT:\$.50 X 882	\$441.00
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
STAPLES CREDIT PLAN	OFFICE SUPPLIES	\$196.34
THORPE WATER DEVELOPMENT	SERVICE CONTRACT	\$1,822.00
VAN WERT INC	NEW METER READING SYSTEM	\$20,750.00
VAN WERT INC	METERS AND CONNECTIONS	\$4,273.80
VEENSTRA & KIMM INC	ENGINEERING	\$237.50
VEENSTRA & KIMM INC	BUILDING PERMITS	\$1,079.63
VEENSTRA & KIMM INC	MAIN STREET MASTER PLAN	\$437.50
VEENSTRA & KIMM INC	KIMBERLY WOODS PLATS 1&2	\$1,884.94
VEENSTRA & KIMM INC	PPARK AMENITIES	\$2,000.00
VERIZON WIRELESS	CHALL/FIRE PHONES	\$167.96
VISA	CSB CREDIT CARD	\$755.83
WASTE SOLUTIONS OF IOWA	PORTABLE RESTROOMS	\$341.00
WELLMARK	GROUP INSURANCE	\$2,106.58
WELLMARK	INSURANCE- A T	\$236.86
WELLMARK	INSURANCE- A T	\$236.86
WEX BANK	FUEL	\$391.40
WEX BANK	FUEL	\$593.52
Accounts Payable Total		\$101,270.00
Invoices: Paid		\$14,620.87
Invoices: Scheduled		\$86,649.13
Total Paid On: 4/27/23		\$11,879.81
Total Paid On: 5/11/23		\$9,744.28
Total Payroll Paid		\$21,624.09
***** REPORT TOTAL *****		\$122,894.09
GENERAL		\$57,886.24
ROAD USE TAX		\$2,912.51
COMMUNITY BETTERMENT FUND		\$63.60
CHECKING-MAIN STREET		\$437.50
PRAIRIE POINT PARK-2022A		\$2,000.00

**CITY OF ELKHART BUSINESS MEETING MINUTES, MAY 15, 2023 – 6:00 P.M. ELKHART
COMMUNITY CENTER**

WATER	\$36,108.29
WATER SINKING	
SEWER	\$22,844.59
STORM WATER	\$641.36
TOTAL FUNDS	\$122,894.09