

**CITY OF ELKHART BUSINESS MEETING MINUTES, SEPTEMBER 18, 2023 – 6:00 P.M. ELKHART
COMMUNITY CENTER**

1. Call to Order

Mayor Pro-Tem Schaffer called the meeting to order at 6:00 PM

2. Pledge of Allegiance

Mayor Pro-Tem Schaffer led the room in the Pledge of Allegiance

3. Roll Call

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

4. Approval of Agenda

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

5. Citizen Hearing and Other Communications

a. Polk County Sheriff Report

Submitted a report and answered questions and concerns

b. Public Comments

Citizens with concerns of report of citations and Well No.4 project

c. Bob Kramme came to Mayor and Council in concern of Sewer System for the School in Alleman, he would like to do a Study with Polk County and have the support of City of Elkhart. Fordyce expressed a lot of questions and concerns that will need addressed with answers and more extensive review for Mayor Pro-Tem and Council.

d. Public Comments on items not on the Agenda

No Public Comments

6. Public Hearing

a. Wenthold Voluntary Annexation Request

Motioned by Fordyce, seconded by Gillmore to open Public Hearing at 6:26 PM, a few questions from the Public that were addressed, motioned by Fordyce, seconded by Gillmore to Close Public Hearing at 6:32 PM, motions carried

b. Proposed Amendment to the Elkhart Urban Renewal Area

Motioned by Schaffer, seconded by Gillmore to open Public Hearing at 6:32 PM, no public comments, motioned by Gillmore, seconded by Allen to Close Public Hearing at 6:33 PM, motions carried

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

Hysell, City Clerk: Reminder to Mayor Pro-Tem and Council the Iowa League of Cities Annual Conference is September 20,21&22, the office will be closed during this time of continued Education.

Drey, Fire Chief: absent, submitted a report

Kappos, P&Z: P&Z has reviewed the Urban Renewal Plan Amendment and recommended to Mayor and Council to adopt it as submitted, also addressed Mayor Pro-Tem and Council of concern of a piece that is cut out of the Voluntary Annexation Request

Fordyce, Council person: Gave an update on the Gas Station process

8. Consent Agenda Resolution 2023-124

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

a. August Cash Report

b. August Treasurer's Report

c. August Budget Report

d. September bills submitted

e. August Minutes of Council Meeting

9. Resolution 2023-125

Motioned by Fordyce, seconded by Allen to approve Pay Estimate #1-Well No.4-Gingerich Well & Pump Services, LLC for \$289,930.50, motion carried

10. Resolution 2023-126

Motioned by Allen, seconded by Gillmore to approve Pay Estimate #2-Water Treatment Plant Expansion-WRH, Inc. for \$61,028.41, motion carried

11. Resolution 2023-127

Motioned by Fordyce, seconded by Gillmore to approve Pay Estimate #2 Prairie Pointe Park Improvements-Concrete Connection for \$263,606.06, motion carried

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12. Discussion with some questions and concerns left Mayor Pro-Tem and Council deciding to table the Wenthold's Voluntary Annexation Request to October 2023 Meeting in order to get questions and concerns reviewed.
13. **Resolution 2023-129**
Motioned by Fordyce, seconded by Allen to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan Amendment for the Elkhart Urban Renewal Area, motion carried
14. **Resolution 2023-130**
Motioned by Fordyce, seconded by Gillmore as to Disposition of City-Owned Property in the Elkhart Urban Renewal Area, motion carried
15. Discussion of the CDBG Grant Funding has been removed due to a more extensive review needed, we will re-review the application next year
16. **Resolution 2023-131**
Motioned by Fordyce, seconded by Schaffer to have Halloween Trick or Treat Night on October 28, from 6-to 7:30 PM, motion carried
17. **Resolution 2023-132**
Motioned by Gillmore, seconded by Allen to approve transfer from LOST to Water Treatment Plant to cover Pay Estimate #1 for \$95,427.50, then transfer the money back to LOST when the Funding for the Project comes in, motion carried
18. **Resolution 2023-133**
Motioned by Fordyce, seconded by Allen to approve transfer from TIF Funds to current Projects Accounts to pay for Extended Services from PFM Financial Advisors for \$2,000.00, motion carried
19. **Resolution 2023-137**
Motioned by Fordyce, seconded by Allen to approve purchase of Paint and supplies to place on the Tennis Courts for Pickleball, also to draw up a waiver for all volunteers in this project
20. **Resolution 2023-134**
Motioned by Fordyce, seconded by Allen to approve the Maximum Purchasing approval for Employees from \$1,000.00 to \$2,000.00 with letting the Council Leason of that Department know of purchase, motion carried
21. Discussion of the painting of the Inside of the Water Tower was tabled for Forrest with V&K to do a more intense review and study of this process and the expenses it will be, how soon it will be needed and review all possibilities.
22. Motioned by Fordyce, seconded by Gillmore to appoint a New Member of the Elkhart Fire Department, Olivia Jones, motion carried
23. Discussion to Set a Workshop date was tabled until after New Elections Mayor and Council Members are sworn in
24. **Resolution 2023-136**
Motioned by Schaffer, seconded by Fordyce to Set a Date for Special Council Meeting to approve Adoption of Issuance Loan of \$5,300,000.00, for September 27, 7PM at Elkhart Community Center motion carried
25. **Adjourn**
Motioned by Schaffer, seconded by Allen to adjourn the Council Meeting at 7:22 PM

CLAIMS REPORT

VENDOR	INVOICE DESCRIPTION	AMOUNT
ANKENY SANITATION	GARBAGE SVC	\$75.31
ARDICK EQUIPMENT CO INC	NO SWIMMING ALLOWED SIGNS	\$126.00
OFFICE OF AUDITOR OF STATE	PERIODIC EXAM FEE-2021	\$1,500.00
BOLAND RECREATION	CITY PARK PLAGROUND EQUIPMENT	\$56,830.00

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BRENDA HYSELL	PHONE REIMBURSEMENT	\$75.00
BRENDA HYSELL	GCMOA LUNCHEON REIMBURSEMENT	\$35.97
BRENDA HYSELL	TRAVEL EXPENSE REPORT FOR	\$182.52
CHAD SANDS	PHONE REIMBURSEMENT	\$43.56
CHEM-SULT, INC	WATER TREATMENT CHEMS	\$1,007.11
CONCRETE CONNECTION,LLC	PAY ESTIMATE #1-2023PRAIRIE	\$105,418.36
CONSUMERS ENERGY	IND PARK STREET LIGHTS	\$103.18
DES MOINES REGISTER MEDIA	PUBLISH LEGALS	\$476.15
ED LEEDOM	CODE ENFORCEMENT	\$230.79
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$3,318.49
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$611.42
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$2,943.14
EMMONS & OLIVIER RESOURCE	PAY ESTIMATE #1-2023 PRAIRIE	\$18,342.84
FIDELITY SECURITY LIFE	VISION	\$5.02
FIDELITY SECURITY LIFE	VISION	\$1.09
FIDELITY SECURITY LIFE	VISION INSURANCE	\$45.03
HUXLEY COMMUNICATIONS	CHALL/FIRE/SHOP INTERNET	\$162.00
IA FINANCE AUTHORITY-SRF	2021 SERIES WA MAIN EXTENSION	
TREASURER STATE OF IOWA	STATE TAXES	\$648.52
TREASURER STATE OF IOWA	STATE TAX	\$515.78
IOWA DEPT OF NATURAL RESOURCES	CONSTRUCTION PERMIT FOR WATER	\$300.00
IOWA ONE CALL	EMAIL LOCATES	\$93.60
IPERS	IPERS	
IPERS	IPERS	
IPERS	IPERS	\$2,420.02
IPERS	IPERS	\$2,018.69
WASTE SOUTIONS OF IOWA	PORTABLE RESTROOMS	\$31.80
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MARCO TECHNOLOGIES LLC	COPIER/PRINTER	\$151.70
MARCO TECHNOLOGIES LLC	SUPPORT CALL FOR SCAN TO EMAIL	\$43.75
MARISSA BUTLER	PHONE REIMBURSEMENT	\$75.00
MARISSA BUTLER	TRAVEL EXPENSE REPORT FOR	\$121.68
MENARDS - ANKENY	CITY HALL SUPPLIES TO PATCH	\$48.80
MENARDS - ANKENY	POTHOLE PATCH AND SUPPLIES	\$66.28
METRO WASTE AUTHORITY	CURB IT RECYCLING EXPENSE	\$1,678.34
MIALG	COLTON FORS DUES PARTIAL YEAR	\$150.00
MICROBAC LABORATORIES INC	TESTINGS	\$419.00
MID AMERICAN ENERGY	ELECTRIC/GAS	\$3,910.54
PFM FINANCIAL ADVISORS	FINANCIAL ADVISORS EXTRA	\$2,000.00
POLK COUNTY TREASURER	SHERIFF CONTRACT	\$2,620.75
POLK COUNTY TREASURER	SHERIFF CONTRACT	\$2,694.67
RACOM CORPORATION	28RADIO ACCESS EDACS	\$719.10
RICK HUEBNER	PHONE REIMBURSEMENT	\$75.00

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RON CORNWELL	PHONE REIMBURSEMENT	\$75.00
THORPE WATER DEVELOPMENT	SERVICE CONTRACT	\$1,855.50
ULINE	MISC SUPPLIES FOR BALL FIELD	\$324.24
VAN WALL EQUIPMENT INC	MOWER SERVICE	\$93.78
VEENSTRA & KIMM INC	WENTHOLD ANNEXATION REQUEST	\$599.50
VEENSTRA & KIMM INC	BUILDING PERMITS	\$300.38
VEENSTRA & KIMM INC	EAST STORM TRUNK SEWER AND	\$742.02
VEENSTRA & KIMM INC	MAIN LIFT STATION IMPROVEMENT	\$1,107.50
VEENSTRA & KIMM INC	PPARK AMENITIES PHASE 1	\$5,927.86
VEENSTRA & KIMM INC	PPARK AMENITIES PHASE 1	\$5,646.86
VERIZON WIRELESS	CHALL/FIRE PHONES	\$168.44
VISA	CSB CREDIT CARD	\$504.78
WASTE SOLUTIONS OF IOWA	PORTABLE RESTROOMS	\$391.00
WELLMARK	INSURANCE- A T	\$236.86
WELLMARK	INSURANCE- A T	\$144.38
WELLMARK	GROUP INSURANCE	\$2,343.44
WEX BANK	FUEL	\$584.54
WRIGHT OUTDOOR SOLUTIONS	MULCH IN CITY PARK AFTER	\$3,326.24
Accounts Payable Total		\$236,740.12
Invoices: Paid		\$201,545.16
Invoices: Scheduled		\$35,194.96
Total Paid On: 8/30/23		\$9,385.77
Total Paid On: 9/14/23		\$10,009.28
Total Payroll Paid		\$19,395.05
***** REPORT TOTAL *****		\$256,135.17
GENERAL		\$94,647.06
ROAD USE TAX		\$1,323.12
COMMUNITY BETTERMENT FUND		\$63.60
PRAIRIE POINT PARK-2022A		\$135,835.92
WA TRTMENT EXT-2022A		\$500.00
MAINTENANCE SHOP-2022A		\$500.00
STORM WATER-PHASE1-2022A		\$742.02
LIFTSTATION PROJ-2022A		\$1,607.50
WATER		\$11,133.19
WATER SINKING		
SEWER		\$9,238.47
STORM WATER		\$544.29
TOTAL FUNDS		\$256,135.17

Attest

Brenda Hysell, City Clerk

Mayor Pro-Tem, Angie Schaffer