

**CITY OF ELKHART BUSINESS MEETING MINUTES, OCTOBER 16, 2023 – 6:00 P.M. ELKHART  
COMMUNITY CENTER**

---

**1. Call to Order**

Mayor Campbell called the meeting to order at 6:00 PM

**2. Pledge of Allegiance**

Mayor Campbell led the room in the Pledge of Allegiance

**3. Roll Call**

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

**4. Approval of Agenda**

Motioned by Schaffer, seconded by Allen to approve the Agenda as published, striking #16 as a duplicate line, motion carried

**5. Citizen Hearing and Other Communications**

**a. Polk County Sheriff Report**

Submitted a report, and answered any questions or concerns

**b. Public Comments**

Citizen inquired about the New Gas Station process, Fordyce gave an update

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

Drey, Fire Chief: 21 calls for the month, department is currently training on businesses for fire rescue, due to all the new industrial park businesses, 1 of New Personnel is taking courses for EMT, was asked if we are prepared and equipped to handle water rescue, Drey informed Mayor and Council that this is not a new issue and they are prepared and will be able to call close by towns to assist with a water rescue.

Hysell, City Clerk: We will be having a Meet and Greet with all Candidates for election on October 30<sup>th</sup> from 6:30-8 at Elkhart Community Center, Railroad will be having a meeting end of November with Public Works and more who might want to attend for fixing of the Railroad arms at Main St and Railroad to discuss where they will need to reroute traffic to and how long the project will take, Reminder to City Council that City Hall will be Closed Thurs. and Fri. October 19&20 for IMFOA Conference.

Fordyce: Reporting for Parks Board that Phase 1 of Prairie Pointe Park is almost complete with only Light Poles and Tree planting left. Fordyce also requested to review the CIP plan in the near future with Matt and PFM Financial, he would like it to be updated with current planning for City of Elkhart.

**7. Consent Agenda Resolution 2023-139**

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

**a. September Cash Report**

**b. September Treasurer's Report**

**c. September Budget Report**

**d. October Bills submitted**

**e. September Minutes of Council Meeting**

**8. Resolution 2023- 140**

Motioned by Allen, seconded by Schaffer to approve Kimberley Woods Plat 1 as submitted, motion carried

**9. Resolution 2023-141**

Motioned by Fordyce, seconded by Allen to approve Kimberley Woods Plat 2 as submitted, motion carried

**10. Resolution 2023-142**

Motioned by Allen, seconded by Schaffer to Approve Pay Estimate #3-Concrete Connections-Prairie Pointe Park Project for \$79,966.25, motion carried

**11. Resolution 2023-143**

Motioned by Fordyce, seconded by Allen to Approve Pay Estimate #3-Water Treatment Plant Project-WRH, INC. for \$4,750.00, motion carried

**12. Resolution 2023-144**

Motioned by Fordyce, seconded by Schaffer Pay Estimate #2-Emmons and Olivier Resources, Inc.-Prairie Pointe Park Pond Seeding Project for \$4,522.00, motion carried

**CITY OF ELKHART BUSINESS MEETING MINUTES, OCTOBER 16, 2023 – 6:00 P.M. ELKHART  
COMMUNITY CENTER**

---

13. Discussion of Change Order for Water Treatment Plant Project with WRH, INC. Forrest with V&K was present to inform Mayor and Council and answer questions and concerns of Change Order Requests, no action was taken, it will be presented for acceptance in future Council Meeting
14. **Resolution 2023-145**  
Motioned by Fordyce, seconded by Allen to approve Change Order #1-Prairie Pointe Park Improvements-Concrete Connections-increases contract price by \$2,142.80, motion carried
15. **Resolution 2023-146**  
Motioned by Fordyce, seconded by Schaffer to approve Change Order #2-Prairie Pointe Park Improvements-Concrete Connections-decreases the contract Price by \$7,664.91, motion carried
16. **Resolution 2023-147**  
Motioned by Fordyce, seconded by Schaffer to approve Bid for Post Auger Attachment for the Skid Loader not to exceed \$3,298.00 to Midwest Underground, motion carried
17. **Resolution 2023-148**  
Motioned by Allen, seconded by Schaffer Waiving our Right to Review Plat of Survey at 12875 NE 64<sup>th</sup> Street, motion carried
18. **Resolution 2023-149**  
Motion by Schaffer, seconded by Allen Waiving our Right to Review Plat of Survey at 13881 NE 38<sup>th</sup> Street, motion carried
19. **Resolution 2023-150**  
Motioned by Fordyce, seconded by Allen to Approving the Voluntary Annexation Request for Cory and Rebecca Wenthold at 4008 NE 126<sup>th</sup> Avenue as submitted, motion carried
20. Discussion of Cambridge Library Services was tabled to next month to review surrounding areas fees and services, City Clerk will come to Council with a full report next month.
21. **Adjourn**  
Motioned by Allen, seconded by Schaffer to adjourn the Council Meeting at 6:55 PM

CLAIMS REPORT

VENDOR	INVOICE DESCRIPTION	AMOUNT
10G		
HEATING,COOLING&PLUMBING	FIRE STATION/CITY HALL WATER	\$758.28
ALLIED SYSTEMS, INC	SERVICE ON SYSTEMS	\$1,790.20
ANKENY SANITATION	GARBAGE SVC	\$75.31
	REIMBURSE FOR GCMOA	
BRENDA HYSELL	LUNCHEON	\$29.66
BRENDA HYSELL	PHONE REIMBURSEMENT	\$75.00
BRENDA HYSELL	TRAVEL EXPENSES	\$29.25
CHEM-SULT, INC	WATER TREATMENT CHEMS	\$1,562.13
COMPASS BUSINESS SOLUTIONS	CITY SIGN-RICK'S T-SHIRTS	\$162.20
COMPUTER RESOURCE SPECIAL	RESETTING CITY ADMIN COMPUTER	\$135.00
CONCRETE CONNECTION,LLC	PPARK PROJECT PAY NO.2	\$263,606.06
CONSUMERS ENERGY	IND PARK STREET LIGHTS	\$110.93
DES MOINES REGISTER MEDIA	PUBLISH LEGALS	\$327.71
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$2,749.97
EFTPS PAYROLL FEDERAL TAXES	FED/FICA TAX	\$2,659.85
FELD FIRE	HELMETS	\$487.53
FIDELITY SECURITY LIFE	VISION INSURANCE	\$43.94

**CITY OF ELKHART BUSINESS MEETING MINUTES, OCTOBER 16, 2023 – 6:00 P.M. ELKHART  
COMMUNITY CENTER**

---

FIDELITY SECURITY LIFE	VISION	\$1.09
FIDELITY SECURITY LIFE	VISION	\$5.02
GRONEWOLD,BELL,KYHNN@CO P.C.	JUNE 2023 EXAM	\$2,500.00
HAWKEYE TRUCK EQUIPMENT	CUTTING EDGE FOR SNOW PLOW	\$1,397.60
HEARTLAND COOP	FUEL	\$506.05
HUXLEY COMMUNICATIONS	CHALL/FIRE/SHOP INTERNET	\$172.00
IA FINANCE AUTHORITY-SRF	2021 SERIES WA MAIN EXTENSION	
TREASURER STATE OF IOWA	STATE TAXES	\$111.86
TREASURER STATE OF IOWA	STATE TAXES	\$920.64
IOWA DEPT OF NATURAL RESOURCES	ANNUAL WATER USE FEE	\$115.00
IOWA ONE CALL	EMAIL LOCATES	\$41.40
IPERS	IPERS	
IPERS	IPERS	
IPERS	IPERS	\$415.01
IPERS	IPERS	\$3,405.26
JERRY'S GARAGE	VEHICLE REPAIR	\$227.17
WASTE SOUTIONS OF IOWA	PORTABLE RESTROOMS	\$31.80
WASTE SOUTIONS OF IOWA	PORTABLE RESTROOMS	\$31.80
MARCO TECHNOLOGIES LLC	COPIER/PRINTER	\$133.95
MARISSA BUTLER	PHONE REIMBURSEMENT	\$75.00
MARISSA BUTLER	TRAVEL EXPENSES	\$51.48
MENARDS - ANKENY	PAINTING OF PICNIC TABLES	\$130.07
METRO WASTE AUTHORITY	CURB IT RECYCLING EXPENSE	\$1,738.82
MICROBAC LABORATORIES INC	TESTING	\$430.75
MID AMERICAN ENERGY	ELECTRIC/GAS	\$4,109.06
OMNISITE CELLULAR MONITOR	ANNUAL WIRELESS SVC	\$528.80
POLK COUNTY TREASURER	SHERIFF CONTRACT	\$2,694.67
RACOM CORPORATION	28RADIO ACCESS EDACS	\$719.10
RICK HUEBNER	WORK BOOTS ALLOWANCE	\$34.98
RICK HUEBNER	PHONE REIMBURSEMENT	\$75.00
RON CORNWELL	REIMBURSE FOR PHONE	\$75.00
THE SHREDDER	SHREDDING AT CITY HALL	\$240.00
THORPE WATER DEVELOPMENT	SERVICE CONTRACT	\$2,468.84
TRAVELERS-RMD	WORKER'S COMP INSURANCE	\$4,008.00
	CHEMICALS FOR HYDRANT	
USABLueBook	FLUSHING	\$357.26
VAN WALL EQUIPMENT INC	MOWER BLADE	\$93.78
VARIETY SPECIALTIES	T-SHIRTS	\$322.61
VEENSTRA & KIMM INC	BUILDING PERMITS	\$196.50
	MAIN LIFT STATION	
VEENSTRA & KIMM INC	IMPROVEMENTS	\$974.50

**CITY OF ELKHART BUSINESS MEETING MINUTES, OCTOBER 16, 2023 – 6:00 P.M. ELKHART  
COMMUNITY CENTER**

---

VEENSTRA & KIMM INC	PRAIRIE POINT PARK AMENITIES	\$1,907.75
VEENSTRA & KIMM INC	PRAIRIE POINT PARK AMENITIES	\$4,265.70
VERIZON WIRELESS	CHALL/FIRE PHONES	\$169.79
VISA	CSB CREDIT CARD	\$1,646.76
WASTE SOLUTIONS OF IOWA	PORTABLE RESTROOMS	\$391.00
WELLMARK	GROUP INSURANCE	\$2,050.54
WELLMARK	INSURANCE- A T	\$144.38
WELLMARK	INSURANCE- A T	\$241.00
WEX BANK	FUEL	\$506.19
WHITFIELD&EDDY,PLC TRUST ACCNT	LEGAL SERVICES	\$520.00
Accounts Payable Total		\$315,786.00
Invoices: Paid		\$274,320.13
Invoices: Scheduled		\$41,465.87
Total Paid On: 9/28/23		\$7,796.05
Total Paid On: 10/11/23		\$6,928.58
Total Payroll Paid		\$14,724.63
***** REPORT TOTAL *****		\$330,510.63
GENERAL		\$34,612.25
ROAD USE TAX		\$2,186.24
COMMUNITY BETTERMENT FUND		\$63.60
PRAIRIE POINT PARK-2022A		\$269,779.51
LIFTSTATION PROJ-2022A		\$974.50
WATER		\$12,353.99
WATER SINKING		
SEWER		\$10,133.53
STORM WATER		\$407.01
TOTAL FUNDS		\$330,510.63