**City of Menlo**

**Regular City Council Meeting**

Oct 4th 2023

Clerk’s Office

Mayor Sheldahl called the meeting to order at 7:00 pm with L. Jacobson, D Jacobson, Merical, O’Brien, and Miller present.

D. Jacobson moved to approve agenda, seconded by Merical. All Ayes.

O’Brien moved to approve the consent agenda items , minutes from 9/6/23 , 9/21/23, monthly bills and bank rec, seconded by D Jacobson. All Ayes.

Mayor reported NIMS must be done by end of month.

City Clerk reported she completed the Street Finance Report for 2023, and a copy was included with the council packets. She created a Verizon business account when she got Jon a new cell phone. She is taking the budget class Nov. 1st in Atlantic at the cost of $50. She deposited $223 in camping money, and $50 in building rental this month.

Jon reported that him and Jake serviced the generator, dump truck, pumps at the lift station, cleaned gutters, replaced light at park, mowing, and repaired a tile on the north side of town. Jon also signed up to get take his CDL permit test. They also plan to set a new septic tank sometime in the next week or two.

D. Jacobson moved to open the public forum, and O’Brien seconded it. All Ayes. Evelyn Jacobson spoke about wanting to pick a date to have a Harvest supper. Mayor Sheldahl wanted to recommend we do not charge her for using the community building. L. Jacobson made motion to allow Evelyn to use the community building for a Harvest Supper at no charge at a date that is still undecided. S. Lose spoke about concerns with a property at 306 1st street. He stated that the whole property was a mess, and they keep adding more trash and junk to the piles they currently have of old furniture, trash etc. The owner is bringing these things in strapped to the top of his Van and him and his kids are able to unload it. So they should have no trouble cleaning it up. Lose stated there was a horrible odor that he can smell from his property and it is worse after it rains, and he has seen rodents and insects crawling/ flying around all the furniture and trash. It was stated as well that they have dogs in the house that do not get to come out to use the bathroom which adds to the smell of property. S. Candee also spoke on the property at 306 1st st. He has filed multiple complaints and they continue to add more trash and junk to their property. He would like to put a fence up but that would cost thousands and still would not help with the smell. His kids cannot ride down the sidewalk because of the junk on the property. S. lose and S. Candee both stated that the property had an odor coming from it, bugs and animals are living in the trash and junk, and they need the city to address getting this property cleaned up. L. Jacobson made a motion to close public forum, seconded by O’Brien. All Ayes.

D. Jacobson made motion to pass Resolution 2023-20 to Sell Real Property, seconded by Merical. All Ayes.

D. Jacobson made motion to pass Resolution 2023-21 to Approve Platt of Survey, seconded by L Jacobson. All Ayes.

Nusiance Property at 306 1st st was discussed. D. Jacobson made motion to send nuisance letter to 306 1st St to notify them of the issues and let them know they have 15 day’s to get property cleaned up. City will come review the property after the 15 day’s, and if it is not cleaned up, the city will contact the attorney and have him start the abatement process, seconded by Miller. All Ayes.

Council decided to table 422 Sherman St till November meeting so they could try to find someone willing to submit a bid to tear it down. Installing sewer lines at the old football field was tabled till November meeting till we try to get bids from few companies to install them.

We received 1 bid to install the access road at the football field. We contacted 3 local companies but the only one that was able to give us a bid was Allsup Tiling.

Motion made by Miller to approve the bid if Allsup Tiling changes the wording on the bid to read that it is a firm price, and he will try to get it done by end of year. If not we will relook at the bids again, seconded by O’Brien. All Ayes. Katie will talk to Allsup Tiling.

D. Jacobson made motion to adjourn the meeting, seconded by Merical. All Ayes. Meeting was adjourned at 7:55.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Carol Sheldahl Mayor Katie Reynolds City Clerk

|  |  |  |
| --- | --- | --- |
| CLAIMS REPORT |  |  |
| VENDOR | REFERENCE | AMOUNT |
| ALLIANT ENERGY | ELECTRIC | $1,833.58 |
| BOLTON & MENK | SURVEY SCHOOL LOTS | $3,690.00 |
| CENTRAL IA DISTRIBUTING INC | GARBAGE BAGS | $116.00 |
| COON VALLEY COOP TELEPHONE ASN | PHONE BILL | $66.56 |
| EFTPS | FED/FICA TAXES | $1,932.84 |
| GUTHRIE CO HOSPITAL | PHYSICAL - MICHAEL | $164.00 |
| HOPKINS & HUEBNER | ATTORNEY FEES | $1,104.25 |
| IA LEAGUE OF CITIES | MEMBERSHIP DUES | $200.50 |
| IPERS | IPERS | $1,034.71 |
| PETTY CASH | LETTER | $4.60 |
| PHILADELPHIA INS. CO. | VOLUNTEER INSURANCE | $150.00 |
| STUART TRUE VALUE HARDWARE | MULCH | $126.15 |
| THE STUART HERALD | PUBLICATIONS | $274.04 |
| TREASURER STATE OF IOWA | STATE TAXES | $243.93 |
| VISA | FUEL | $90.51 |
| XENIA RURAL WATER DISTRICT | WATER | $97.80 |
| COON VALLEY COOP TELEPHONE ASN | PHONE BILL | $94.90 |
| EFTPS | FED/FICA TAXES | $312.52 |
| GUTHRIE CO HOSPITAL | PHYSICAL | $242.00 |
| IPERS | IPERS | $294.23 |
| JACOBSON, EARL | LIBRARY SUPPLIES | $57.51 |
| PETTY CASH | LETTER | $8.60 |
| TREASURER STATE OF IOWA | STATE TAXES | $34.00 |
| VISA | MISC CHARGES | $64.28 |
| ALLIANT ENERGY | ELECTRIC | $171.76 |
| COON VALLEY COOP TELEPHONE ASN | PHONE BILL | $33.27 |
| EFTPS | FED/FICA TAXES | $1,197.93 |
| FERRELLGAS | PROPANE | $248.89 |
| IPERS | IPERS | $532.40 |
| PHILADELPHIA INS. CO. | VOLUNTEER INSURANCE | $75.00 |
| SCHILDBERG CONSTRUCTION | ROCK | $2,352.75 |
| TREASURER STATE OF IOWA | STATE TAXES | $171.93 |
| VISA | FUEL | $116.56 |
| IPERS | IPERS ADJUSTMENT | $0.01 |
| UHC PREMIUM BILLING | HEALTH INSURANCE | $728.08 |
| ALLIANT ENERGY | ELECTRIC | $72.95 |
| CENTRAL IA DISTRIBUTING INC | LIFT STATION | $472.00 |
| COON VALLEY COOP TELEPHONE ASN | PHONE BILL | $33.28 |
| EFTPS | FED/FICA TAXES | $1,315.79 |
| FARMERS ELECTRIC COOP | ELECTRIC | $23.41 |
| IA LEAGUE OF CITIES | MEMBERSHIP DUES | $200.50 |
| IPERS | IPERS | $604.24 |
| MID-AMERICAN RESEARCH CHEMICAL | SEPTIC TANK TREATMENT | $155.90 |
| PHILADELPHIA INS. CO. | VOLUNTEER INSURANCE | $75.00 |
| STUART TRUE VALUE HARDWARE | SEWER HARDWARE | $41.98 |
| TREASURER STATE OF IOWA | STATE TAXES | $185.14 |
| UHC PREMIUM BILLING | HEALTH INSURANCE | $375.07 |
| VERIZON WIRELESS | CELL PHONE | $56.90 |
| WALLACE AUTO SUPPLY | SHOP SUPPLIES | $25.15 |
| XENIA RURAL WATER DISTRICT | WATER | $48.90 |
| Accounts Payable Total |  | $21,552.30 |
| Total Payroll Paid |  | $8,797.40 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\* |  | $30,349.70 |
|  |  |  |
|  |  |  |
|  | REVENUE | EXPENSES |
| GENERAL | $11,535.00 | $12,878.73 |
| LIBRARY | $873.40 | $993.69 |
| ROAD USE FUND | $4,799.26 | $5,900.75 |
| EMPLOYEE BENEFITS | $2,386.91 | $1,972.16 |
| EMERGENCY FUND | $187.44 |  |
| LOST | $3,746.49 |  |
| CENTENNIAL FUND | $0.30 |  |
| SEWER FUND | $10.28 | $5,262.74 |
| TOTAL FUNDS | $23,539.08 | $27,008.07 |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  | |  |  |  | | --- | --- | --- | | **CLAIMS REPORT** |  |  | | VENDOR | REFERENCE | AMOUNT | | AGRILAND FS | DIESEL | $ 188.88 | | ALLIANT ENERGY | ELECTRIC | $ 1,234.11 | | BIG OL POOPERS | PORTA POTTY | $ 160.50 | | COON VALLEY COOP TELEPHONE ASN | PHONE BILL | $ 67.82 | | EFTPS | FED/FICA TAXES | $ 1,358.95 | | FISHMAN LAW FIRM | ATTORNEY FEES | $ 817.64 | | IPERS | IPERS | $ 1,041.61 | | NOTARY ROTARY | KATIE NOTARY STAMP | $ 27.16 | | SCHILDBERG CONSTRUCTION | STREET ROCK/ RESCUE MONEY | $ 2,584.76 | | STUART TRUE VALUE HARDWARE | SAFE BATTERY | $ 11.99 | | THE STUART HERALD | PUBLICATIONS | $ 144.43 | | TREASURER STATE OF IOWA | STATE TAXES | $ 156.33 | | VISA | MOWER GAS | $ 443.95 | | WALLACE AUTO SUPPLY | MAINTENANCE SUPPLIES | $ 79.08 | | XENIA RURAL WATER DISTRICT | WATER | $ 149.70 | | COON VALLEY COOP TELEPHONE ASN | PHONE BILL | $ 98.43 | | EFTPS | FED/FICA TAX | $ 457.06 | | IPERS | IPERS | $ 400.31 | | TREASURER STATE OF IOWA | STATE TAX | $ 35.70 | | VISA | lIBRARY VISA | $ 408.30 | | AGRILAND FS | DIESEL | $ 188.87 | | ALLIANT ENERGY | ELECTRIC | $ 172.66 | | CLAIMS REPORT  VENDOR REFERENCE AMOUNT  AGRILAND FS DIESEL $188.88  ALLIANT ENERGY ELECTRIC $1,234.11  BIG OL POOPERS PORTA POTTY $160.50  COON VALLEY COOP TELEPHONE ASN PHONE BILL $67.82  EFTPS FED/FICA TAXES $1,358.95  FISHMAN LAW FIRM ATTORNEY FEES $817.64  IPERS IPERS $1,041.61  NOTARY ROTARY KATIE NOTARY STAMP $27.16  SCHILDBERG CONSTRUCTION STREET ROCK/ RESCUE MONEY $2,584.76  STUART TRUE VALUE HARDWARE SAFE BATTERY $11.99  THE STUART HERALD PUBLICATIONS $144.43  TREASURER STATE OF IOWA STATE TAXES $156.33  VISA MOWER GAS $443.95  WALLACE AUTO SUPPLY MAINTENANCE SUPPLIES $79.08  XENIA RURAL WATER DISTRICT WATER $149.70  COON VALLEY COOP TELEPHONE ASN PHONE BILL $98.43  EFTPS FED/FICA TAX $457.06  IPERS IPERS $400.31  TREASURER STATE OF IOWA STATE TAX $35.70  VISA lIBRARY VISA $408.30  AGRILAND FS DIESEL $188.87  ALLIANT ENERGY ELECTRIC $172.66  BARCO MUNICIPAL PRODUCTS TRAFFIC CONES $220.72  COON VALLEY COOP TELEPHONE ASN PHONE BILL $33.90  EFTPS FED/FICA TAXES $950.17  IPERS IPERS $621.32  TITAN MACHINERY BACKHOE REPAIR $16.00  TREASURER STATE OF IOWA STATE TAXES $107.06  VISA TRUCK PARTS $447.20  ALLIANT ENERGY ELECTRIC $53.72  COON VALLEY COOP TELEPHONE ASN PHONE BILL $33.91  EFTPS FED/FICA TAXES $1,024.40  FARMERS ELECTRIC COOP $31.97  IPERS IPERS $686.81  TEAM LAB CHEMICAL CORP LAGOON $146.50  TREASURER STATE OF IOWA STATE TAXES $115.83  VERIZON WIRELESS JAKE CELL PHONE $129.05  WALLACE AUTO SUPPLY MAINTENANCE SUPPLIES $252.75  XENIA RURAL WATER DISTRICT WATER $49.90  Accounts Payable Total $15,149.45  Total Payroll Paid $13,514.88  \*\*\*\*\* REPORT TOTAL \*\*\*\*\* $28,664.33  Revenues Expenses  GENERAL $8,516.11 $12,531.65  LIBRARY $7,801.13 $3,051.63  ROAD USE FUND $5,027.76 $5,029.10  SEWER FUND $38.87 $5,810.36  PARK REC $100.00  EMPLOYEE BENEFITS $3,901.62 $2,241.59  EMERGENCY FUND $208.39  LOST $3,458.90  CENTENIAL $0.59  TOTAL FUNDS $29,052.78 $28,664.33 | TRAFFIC CONES | $ 220.72 | | COON VALLEY COOP TELEPHONE ASN | PHONE BILL | $ 33.90 | | EFTPS | FED/FICA TAXES | $ 950.17 | | IPERS | IPERS | $ 621.32 | | TITAN MACHINERY | BACKHOE REPAIR | $ 16.00 | | TREASURER STATE OF IOWA | STATE TAXES | $ 107.06 | | VISA | TRUCK PARTS | $ 447.20 | | ALLIANT ENERGY | ELECTRIC | $ 53.72 | | COON VALLEY COOP TELEPHONE ASN | PHONE BILL | $ 33.91 | | EFTPS | FED/FICA TAXES | $ 1,024.40 | | FARMERS ELECTRIC COOP |  | $ 31.97 | | IPERS | IPERS | $ 686.81 | | TEAM LAB CHEMICAL CORP | LAGOON | $ 146.50 | | TREASURER STATE OF IOWA | STATE TAXES | $ 115.83 | | VERIZON WIRELESS | JAKE CELL PHONE | $ 129.05 | | WALLACE AUTO SUPPLY | MAINTENANCE SUPPLIES | $ 252.75 | | XENIA RURAL WATER DISTRICT | WATER | $ 49.90 | | Accounts Payable Total |  | $ 15,149.45 | | Total Payroll Paid |  | $ 13,514.88 | | \*\*\*\*\* REPORT TOTAL \*\*\*\*\* |  | $ 28,664.33 | |  | **Revenues** | **Expenses** | | GENERAL | $ 8,516.11 | $ 12,531.65 | | LIBRARY | $ 7,801.13 | $ 3,051.63 | | ROAD USE FUND | $ 5,027.76 | $ 5,029.10 | | SEWER FUND | $ 38.87 | $ 5,810.36 | | PARK REC | $ 100.00 |  | | EMPLOYEE BENEFITS | $ 3,901.62 | $ 2,241.59 | | EMERGENCY FUND | $ 208.39 |  | | LOST | $ 3,458.90 |  | | CENTENIAL | $ 0.59 |  | | TOTAL FUNDS | $ 29,052.78 | $ 28,664.33 | |  |  |  | |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |