

City of Menlo  
Regular City Council Meeting  
November 6, 2019 – 7:00 PM  
Clerk's Office

Mayor Clarke called the meeting to order at 7:00 pm with Korradi, Behnken, Culver, Miller and Jones present. Attorney David Grapentine was also present. Korradi moved to approve the agenda, Jones seconded the motion. All Ayes

Jake Faust reported he located the property line at 324 Sheridan St. Fence is on property line, will need to be moved. Faust has ordered the dumpster for the campground, will need to order approximately 400 bulb and lift for Christmas decorations. He will clean gutters while he has the lift rented. Would like to order more cold patch and rock for alleys. Faust requested vacation for Dec. 2<sup>nd</sup> – 11<sup>th</sup>. Motion by Culver seconded by Jones to approve purchasing rock, light bulbs, and cold patch, rental of lift and vacation. All Ayes.

Faust reported Rose Acres cut deep ruts by lagoon that will need fixed. Culver stated that the intersection of Sherman and North St. needs repaired.

Clerk Blass reminded outgoing council to return keys and Code of Ordinance books at next meeting, requested to go to the December 5<sup>th</sup> Budget workshop due to many legislative changes, and reported receiving two calls regarding interest in school lots. Motion by Jones seconded by Korradi to send Clerk to budget workshop Dec. 5<sup>th</sup>. All Ayes. Council agreed to proceed with sale of lots after new council members start.

Motion by Miller seconded by Korradi to approve payment of \$1700 to Menlo Fire Department and \$1700 to Menlo Rescue. All Ayes

Motion by Culver seconded by Behnken to approve payment of \$1200 to Guthrie Co. Sheriff. All Ayes.

Motion by Jones seconded by Miller to approve the Annual Financial report. All Ayes.

Julie O'Brien, Librarian would like permission to use the community building for 1 hour of toddler playtime on Fridays, November thru April 1<sup>st</sup>. Korradi stated that other groups have been denied in the past. O'Brien stated that this would be a library program and would be present. Council was in favor if toys didn't do any damage, and everything was picked up. Council also mentioned that if someone wanted to rent the facility, that would have precedence. Motion by Behnken seconded by Miller to allow Menlo Library to use the community building for toddler playtime on Friday's November thru April 1<sup>st</sup>, working with Clerk on scheduling. All Ayes.

Motion by Behnken seconded by Jones to approve the application for the United Health Care Insurance renewal. All Ayes. Motion by Behnken seconded by Korradi to approve increase of health insurance payment for Blass to \$600.00 per month. All Ayes.

City Credit card limit needs to be adjusted to include the \$500 limit of the Library account increasing the limit to \$2000. Motion by Culver seconded by Miller to increase the credit limit for the City of Menlo Visa account to \$2000. All Ayes.

Jeremy Cooper from EMA was present to discuss the use of the community building as an emergency shelter. By designating the Menlo Community Building as an official emergency shelter, it allows hospitals, public health nurses and EMS to set up for displaced people due to weather emergencies. Motion by Jones seconded by Culver to allow Adair & Guthrie County Emergency Management Agency to use the Menlo Community Building for an emergency shelter. All Ayes.

Nuisance properties were reviewed. Council will confirm status of car at 515 McPherson St. Car parked in yard of 417 7<sup>th</sup> St. Motion by Culver seconded by Korradi to send a letter to remove care or update plates on black car at 417 7<sup>th</sup> St. All Ayes.

Motion by Jones seconded by Behnken to open public forum. All Ayes. Scott Guttenfelder inquired on school lots for sale, what city building requirement are, and if there is water and sewer. Clarke informed that there are height restrictions for garages and shops and originally wanted to have one house per lot, city only takes care of sewer hookup and would like to wait for new council before making any decisions. Council directed clerk to email city requirements and zoning regulations to Scott. Deanna Berger asked if there are any ordinances regarding parking on the street during winter months. Ordinance states that there is no street parking when Mayor proclaims a snow emergency. City will need to amend ordinance to address issue. Diane Harwood would like permission to hang a patriotic picture in the kitchen area and a flag in the community

building. Council will place it on the December agenda. Motion by Culver seconded by Miller to close public forum. All Ayes.

Motion by Behnken, seconded by Korradi to approve the consent agenda, minutes of regular meeting 10-2-19, bills submitted for approval, and clerk financial reports. All Ayes.

Motion by Culver seconded by Behnken to adjourn the meeting. All Ayes.  
 Mayor Clarke declared the meeting adjourned at 8:12 PM.

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Michael Clarke, Mayor

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Attest: Gwen Blass, City Clerk

**OCTOBER BILLS SUBMITTED FOR APPROVAL**

Salaries		\$ 4,949.75
IPERS		\$ 1,023.84
EFTPS - US Treasury	Federal Withholding	\$ 1,415.52
State of Iowa	State Withholding	\$ 232.00
	<b>Total Payroll</b>	<b>\$ 7,621.11</b>
Adair Co. Landfill	Landfill	\$ 1,235.50
Alliant	Utilities	\$ 1,218.15
Blass, Gwen	Mtg Exp Reimb	\$ 85.25
Coon Valley Coop Telephone	Phone	\$ 74.86
SW Ia Pest Control	Pest Cntrl	\$ 85.00
The Stuart Herald	Publication	\$ 306.15
US Post Office	Box Rent	\$ 94.00
Waste Solutions of IA	Kybo Rent	\$ 125.00
Xenia Rural Water	Utilities	\$ 97.80
	<b>Fund 001 Total</b>	<b>\$ 3,321.71</b>
Coon Valley Coop Telephone	Phone	\$ 98.40
LAW Computers	Tech Support	\$ 45.00
M Barnett Mem Library	Books	\$ 20.88
O'Brien, Julie	Supplies	\$ 28.44
Stuart True Value	Table Rpr	\$ 51.37
Visa	Tech Supplies	\$ 80.10
	<b>Fund 002 Total</b>	<b>\$ 324.19</b>
Alliant	Utilities	\$ 150.73
Coon Valley Coop Telephone	Phone	\$ 37.42
Stuart True Value	Shop Supplies	\$ 3.49
Visa	Gas	\$ 189.71
	<b>Fund 110 Total</b>	<b>\$ 381.35</b>
Wellmark	Health Ins	\$ 1,096.40
	<b>Fund 112 Total</b>	<b>\$ 1,096.40</b>
Miller Plumbing & Htg	Well Fill	\$ 2,330.00
	<b>Fund 121 Total</b>	<b>\$ 2,330.00</b>
Region XII GOG	CDBG Draw #11	\$ 13,469.00
	<b>Fund 301 Total</b>	<b>\$ 13,469.00</b>
Alliant	Utilities	\$ 169.68
Coon Valley Coop Telephone	Phone	\$ 37.43
Farmers Electric Coop	Utilities	\$ 40.00
Ia One Call	One Call	\$ 19.80
Verizon	Cell Phone	\$ 44.80
Visa	Mtg Exp Reimb	\$ 438.70
Wellmark	Health Ins	\$ 276.33
Xenia Rural Water	Utilities	\$ 3.58
	<b>Fund 610 Total</b>	<b>\$ 1,030.32</b>
	<b>TOTAL EXPENSES</b>	<b>\$ 29,574.08</b>
<b>Income</b>		
General	\$ 34,543.05	
Library	\$ 3,070.27	
Road Use	\$ 3,892.02	
Employee Benefits	\$ 10,832.91	
Emergency	\$ 797.52	
LOST	\$ 2,221.75	
Capital Project	\$ 13,469.00	
Sewer	\$ 13,434.31	
	<b>TOTAL REVENUE</b>	<b>\$ 82,260.83</b>