

City of Menlo  
Regular City Council Meeting  
September 2, 2020 – 7:00 PM  
Clerk's Office

The Menlo City Council held a regular meeting on Wednesday, September 2, 2020, via teleconference for the public due to COVID-19 according to Governor Reynolds recommendations. Mayor Griswold called the meeting to order at 7:08 pm with Korradi, Jacobson, O'Brien, Jones and Miller present. Attorney Eddie Fishman present. Korradi moved to approve the agenda and Miller seconded the motion. Ayes - Korradi, Jacobson, O'Brien, Jones and Miller.

Mayor reported that he took the Attorney around the City of Menlo to assess a few properties. Attorney Fishman stated that the property at 422 Sherman is owned by Mjad Investments, LLC and the letter sent to them bounced back. Fishman contacted the Guthrie County Treasurer and there was a tax sale that no one bought and as of right now there are \$9,000.00 taxes on it with \$,7,000.00 as special assessments by the city. Mayor also stated to the council to keep in mind if they address the junk vehicle ordinance for one property, they will need to address all properties with a junk vehicle.

Jake Faust stated that someone is interested in buying the school lots. Faust stated that he has been using up his comp time. He mulched the playground per our insurance requirements and will be getting some grass seed for the park area. The dumpster in the park is being used by someone personally and suggested to take it out or move to different area. The campground is open with no electric and Alliant is to be in next week to hook up the electric.

Clerk Allsup stated there are a couple different grants the City could apply for. One of them could go towards the emergency clean out sewer issue. The second grant would go towards a generator.

Motion by Jacobson seconded by Jones to approve Resolution 2020-20 – Street Finance Report. Roll Call Vote: Jones – Aye, O'Brien – Aye, Korradi – Aye, Jacobson – Aye, Miller – Aye. Motion passed.

Motion by Korradi seconded by Miller to approve Ordinance NO. 2020-01 – Ordinance Amending Code of Ordinances Junk Vehicles and suspending the second and third readings of Ordinance 2020-01. Roll Call Vote: Jones – Nay, O'Brien – Nay, Korradi – Aye, Jacobson – Aye, Miller – Aye.

Clerk Allsup stated that new Clerk was concerned about the position after doing some training. She stated that she did not want to put the City or herself in a bad position and that she did not feel qualified for the Clerk position. Clerk Allsup also stated that the part time help in Dexter is interested in the position and provided her resume for council's review. Motion by Miller seconded by Jacobson to post the City Clerk position Friday September 4, 2020 with a deadline to apply at noon September 15<sup>th</sup> and interviews starting at 6:00 p.m. September 16, 2020. All ayes. Motion passed.

Mrs. Harwood asked for permission to do the Puppy Jake Foundation on Saturday October 3, 2020 at 9:00 a.m. and will be the same route they did last year. Motion by Jones seconded by Miller to approve the Puppy Jake Foundation fundraiser. All ayes. Motion passed. Motion by Jones seconded by Jacobson to have Menlo Café BBQ on September 26, 2020 North side of the Café. All ayes. Motion passed.

Attorney Fishman stated that he will follow up on property at 410 Sherman to be sure the building is being fixed. Council asked the Attorney to contact the Guthrie County Treasurer to see if there is a mechanism to forgive City taxes on 422 Sherman. Attorney Fishman also stated that he will send a letter to 306 1<sup>st</sup> Street to clean up property, contact the Guthrie County Treasurer on 510 Sheridan regarding tax sale, mowing letter to 402 N. St., 307 1st St. and a letter to 404 5<sup>th</sup> St. regarding the dilapidated shed.

Motion by Miller seconded by Jones to open public forum. All ayes. No attendance on public forum. Motion by Jones seconded by Korradi to close public forum. All ayes.

Motion by Korradi seconded by Miller to approve the consent agenda, minutes of regular meeting of 8/5/20, bills submitted for approval, and clerk reports. All ayes.

Motion by Jacobson seconded by Jones to adjourn the meeting. All ayes.

Mayor Griswold declared the meeting adjourned at 8:15 PM.

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Lyle Griswold, Mayor

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Attest: Amberly Allsup, City Clerk

**August BILLS SUBMITTED FOR APPROVAL**

Salaries		\$	5,454.14
IPERS		\$	973.29
EFTPS - US Treasury	Fed Withholding	\$	1,648.34
State of Iowa	State Withholding	\$	226.00
	<b>Total Payroll</b>	<b>\$</b>	<b>8,301.77</b>
Adair Co. Health	Physical	\$	152.00
Adair Co. Sanitary	Landfill Payment	\$	1,235.50
Alliant	Utilities	\$	1,172.03
Agriland FS	Fuel	\$	112.75
Coon Valley Coop Telephone	Phone	\$	67.38
Hopkins & Huebner	Attny Fees	\$	753.35
Miller Plumbing & Heating	Electrical Install	\$	4,960.00
Office Depot	Supplies	\$	84.98
Schildberg Construction	Rock Delivery	\$	1,705.03
The Stuart Herald	Publications	\$	125.85
Visa	Equip/Mower Rpr	\$	742.94
Stuart True Value	Supplies	\$	48.97
Swanson Masonry	Bldg Repair	\$	2,525.36
Visa	Road Patch	\$	448.00
Veenstra & Kimm, Inc.	Street Improvements	\$	610.95
Wallace Auto Supply	Supplies	\$	52.99
Xenia Rural Water	Utilities	\$	97.80
	<b>Fund 001 Total</b>	<b>\$</b>	<b>14,152.94</b>
Coon Valley Coop	Phone	\$	98.40
Mobile Beacon	Hot Spots	\$	600.00
Stuart True Value	Supplies	\$	(17.98)
Visa	Supplies Rdg Pgm	\$	223.13
	<b>Fund 002 Total</b>	<b>\$</b>	<b>903.55</b>
Agriland FS	Fuel	\$	112.75
Alliant	Utilities	\$	155.77
Coon Valley Coop Telephone	Phone	\$	33.68
Pelgas	Fuel	\$	120.00
Schildberg Construction	Rock	\$	1,705.03
Veenstra & Kimm, Inc.	Street Improvements	\$	610.95
Visa	Fuel	\$	144.37
Wallace Auto Supply	Supplies	\$	169.88
	<b>Fund 110 Total</b>	<b>\$</b>	<b>3,052.43</b>
UHC Premium Billing	Health Ins.	\$	570.85
	<b>Fund 112 Total</b>	<b>\$</b>	<b>570.85</b>
Miller Plumbing & Heating	Electrical Install	\$	4,960.00
	<b>Fund 121 Total</b>	<b>\$</b>	<b>4,960.00</b>
Region XII COG	CDBG Draw #16	\$	2,974.00
	<b>Fund 301 Total</b>	<b>\$</b>	<b>2,974.00</b>
Agriland	Fuel	\$	112.75
Alliant	Utilities	\$	80.25
Abuhl, Andrew	Sewer Rfnd	\$	250.00
Coon Valley Coop Telephone	Phone	\$	33.69
Farrellgas	Fuel	\$	58.69
IA Dept of Natural Resources	Annual Fee	\$	210.00
Kinzie Service	Road Roller/Tube	\$	382.00
Madren, Jesse	Sewer Rfnd	\$	250.00
UHC Premium Billing	Health Ins.	\$	294.07
Verizon	Cell Phone	\$	56.85
Xenia Rural Water	Utilities	\$	.07
	<b>Fund 610 Total</b>	<b>\$</b>	<b>1,728.37</b>
	<b>TOTAL EXPENSES</b>	<b>\$</b>	<b>36,643.91</b>
<b>June Income</b>			
General Fund	\$	684.91	
Library	\$	285.13	
Road Use	\$	3,399.29	
Employee Benefits	\$	234.15	
Emergency	\$	16.50	
LOST	\$	2,700.55	
Capital Project	\$	2,974.00	
Sewer	\$	253.97	
	<b>TOTAL REVENUE</b>	<b>\$</b>	<b>10,548.50</b>