

City of Menlo  
Regular City Council Meeting  
April 5, 2023  
Clerk's Office

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

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

Meral moved to approve minutes of regular meeting 3/1/23, and Special Meeting and bills and bank rec submitted for approval, seconded by L Jacobson. All Ayes.

Mayor: Mayor Sheldahl attended the Guthrie Center Assessment Budget Public Hearing, and Emergency Management meeting. She talked about the Boy Scouts American Flag subscription program and wants to encourage our town to participate. She is looking into the Community Impact Grants that Poet-Menlo is offering.

Maintenance: We got layout from surveyor for school lots, is scheduling an actual date for the survey company to come do the actual survey with the council approval. Dump site will be locked from now on, and people will have to contact Jake to get let in due to someone dumping tires and a couch. One radar sign has been repaired and is back up, we are still waiting for the other one to get returned. The dialer at the lift station is out for repair at this time as well. Jake also spent several hours digging/repairing a septic at 512 6<sup>th</sup> St. Several streets will need new rock in areas, but 1<sup>st</sup> Street from Sherman to Adair needs to be re-rocked completely. Motion made by Meral moved to approve the re-rocking, seconded by D. Jacobson. All Ayes.

Clerk: Would like to sign up for the IMFOA. O'Brien made a motion for clerk's attendance seconded by L. Jacobson. All Ayes. Someone called the city about tripping on the sidewalk in front of the café. Mayor is looking into who needs to fix the area. City Domain name is needing renewed Meral made motion to renew it seconded by D. Jacobson. All Ayes.

Clerk also wants help updating the website. Will contact someone who volunteered to help with it previously.

Open Public Forum: Motion by D. Jacobson, seconded by Meral. All Ayes. No comments.

Close Public Forum: Motion by Miller, seconded by D Jacobson. All Ayes.

Open Public Hearing for FY 23/24 Annual Budget: Motion by D. Jacobson, seconded by Meral. All Ayes

Close Public Hearing for FY 23/24 Annual Budget: Motion by Meral, seconded by L. Jacobson. All Ayes.

Resolution 2023-07 Adopt the Fiscal Year Ending June 30<sup>th</sup>, 2024, Annual Budget. Motion by D. Jacobson, seconded by O'Brien. Roll Call: L. Jacobson, D Jacobson, Meral, O'Brien, and Miller. Motion Carried.

Motion by O'Brien, seconded by Meral to add Clerk Reynolds as approved signer on bank accounts. All Ayes.

Resolution 202-08 Approving Signatures. Motion L. Jacobson, seconded D. Jacobson. Roll Call: Meral, Miller, O'Brien, L. Jacobson, D Jacobson. Motion Carried.

City attorney is starting own law firm council discussed staying with him or finding a new attorney. Motion by D. Jacobson, seconded by I. Jacobson to keep working with current attorney.

City Wide Clean-Up, date was set for May 6<sup>th</sup> doing it with volunteers from the community like we have in the past or using K&A roll offs. Motion by Meral seconded by D. Jacobson to continue doing it with volunteers from the community. Region 12 will be at next months meeting to discuss future projects. A nuisance letter was sent to a resident. We will be sending letters about the clean-up date and with the nuisance ordinance to everyone in the community. There will be a Budget Amendment workshop April 19<sup>th</sup>, at 6:00. Motion by O'Brien, seconded by D. Jacobson. All ayes. Budget Amendment Hearing is set for next council meeting May 3<sup>rd</sup>. Motion by D. Jacobson, seconded by L. Jacobson. All Ayes.

Attorney Fishman- Trial date is still set for May for Sherman St property but we will continue out the trial with the reasoning we are working on settling the matter with the current owners.

Mayor Sheldahl declared the meeting adjourned at 8:28

---

Carol Sheldahl, Mayor

---

Attest: Katie Reynolds, City Clerk

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
ALLIANT ENERGY	ELECTRIC BILL	1,675.27
AUDITOR OF STATE	ANNUAL AUDIT FEES	400
COON VALLEY COOP TELEPHONE ASN	PHONE BILL	69.36
EFTPS	FED/FICA TAX	842.85
ELAN CITY	MAILING SIGN FOR REPAIR	147
ED M FELD EQUIPMENT CO	FIRE ALARM CHECK	359
GUTHRIE COUNTY HOSPITAL	KATIE PHYSICAL	248
HOPKINS & HUEBNER	LEGAL FEES	209.3
IMFOA	IMFOA DUES FOR KATIE	50
IPERS	IPERS	618.83
LEFLEUR, CHRIS	BOOK SHELF	250
CITY OF MENLO	STAMPS PAID WITH PETTY CASH	12.6
ROLLING HILLS BANK & TRUST	STOP PAY	20
STUART TRUE VALUE HARDWARE	LIGHT BULBS	25.98
THE STUART HERALD	PUBLICATIONS	184.52
TREASURER STATE OF IOWA	STATE TAX	102.67
XENIA RURAL WATER DISTRICT	WATER BILL	149.7
COON VALLEY COOP TELEPHONE ASN	PHONE BILL	94.9
EFTPS	FED/FICA TAXES	292.54
IPERS	IPERS	282.95
MENLO LIBRARY FOUNDATION	DEPOSIT REIMBURSEMENT.	500
MOBERG, JULIE	PROGRAM SUPPLIES	95
TREASURER STATE OF IOWA	STATE TAXES	10.83
VISA	ARMCHAIR/STACKABLE STOOLS	411.51
ALLIANT ENERGY	ELECTRIC BILL	292.07
COON VALLEY COOP TELEPHONE ASN	PHONE BILL	34.67
EFTPS	FED/FICA TAXES	506.67
IPERS	IPERS	319.44
TEAM LAB CHEMICAL CORP	FLAGS AND PAINT	314.5
TREASURER STATE OF IOWA	STATE TAXES	74.55
UHC PREMIUM BILLING	HEALTH INSURANCE	788.81
ALLIANT ENERGY	ELECTRIC BILL	112.14
AUDITOR OF STATE	ANNUAL AUDIT FEES	400
COON VALLEY COOP TELEPHONE ASN	PHONE BILL	34.68
EFTPS	FED/FICA TAX	559.42
FARMERS ELECTRIC COOP	LAGOON SEWER	42.32
IA ASSN OF MUNICIPAL UTILITIES	MEMBERSHIP DUES	500
IPERS	IPERS	362.33
CITY OF MENLO	OMNISITE PACKAGE	12.55
TREASURER STATE OF IOWA	STATE TAX	79.93
UHC PREMIUM BILLING	HEALTH INSURANCE	406.35
VERIZON WIRELESS	CELL PHONE	129.07
XENIA RURAL WATER DISTRICT	WATER BILL	49.9
Payroll		7,734.63
***** REPORT TOTAL *****		19,806.84

Expenses

Revenue

GENERAL	8,406.98	\$4,603.93
LIBRARY	3,207.70	\$7,392.94
ROAD USE FUND	3,018.98	\$4,931.11
EMPLOYEE BENEFITS	788.81	\$633.18
EMERGENCY FUND		\$49.72
CENTENNIAL COMMITTEE		\$0.61
SEWER FUND	4,384.37	\$26.63
TOTAL FUNDS	19,806.84	\$17,638.12