

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

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

Motion by Culver seconded by Korradi to open public hearing to adopt FY2020 annual budget. Ayes – Jones, Miller, Culver, Korradi, Behnken absent. No oral or written comments were received. Motion by Korradi seconded by Jones to close public hearing. Ayes – Jones, Miller, Culver, Korradi, Behnken absent.

Motion by Miller seconded by Korradi to approve Resolution #2019-08 Adopt FY2020 Annual Budget. Roll Call vote: Behnken – Absent, Korradi – Aye, Jones – Aye, Miller – Aye, and Culver – Aye. Motion passed.

Jake Faust reported he has been busy pushing snow. Shift cable broke on plow truck so used pickup and backhoe to move snow until parts came. Waiting for budget amendment to fix pump at lift station.

Clerk Blass talked to Guthrie Co. Fair Board Director and can use garbage cans for Ragbrai and obtained a contact for kybo rental. Data Technologies sold out to GWorks Co. and is having a user meeting April 10th. Normally Blass would attend the fall user but feels it is important to attend the GWorks meeting since they are new owners. Motion by Jones seconded by Culver to have Clerk attend GWorks User meeting on April 4th. Ayes – Jones, Miller, Culver, Korradi, Behnken absent. Blass received an email from Co. Auditor stating the Menlo polling place for City Elections will now be in Stuart, combined with the School Election. New equipment will be used which will increase the City's election cost. Several volunteers helped Clerk paint the stage walls prior to installing the new cabinets. Blass asked to have March 14th & 15th off. Motion by Korradi seconded by Jones to allow Clerk to have March 14th & 15th for vacation. Ayes – Jones, Miller, Culver, Korradi, Behnken absent.

Motion by Jones seconded by Culver to approve Resolution #2019-09 to Set Date for Budget Amendment Public Hearing. Roll Call vote: Behnken – Absent, Korradi – Aye, Jones – Aye, Miller – Aye, and Culver – Aye. Motion passed.

Motion by Korradi seconded by Jones to approve Resolution #2019-07 Council Support for Attendance of 2019 Institute Training. Roll Call vote: Behnken – Absent, Korradi – Aye, Jones – Aye, Miller – Aye, and Culver – Aye. Motion passed. Resolution is needed for a scholarship application for Clerk training in July. Scholarship will reimburse all registration fees.

Motion by Culver seconded by Jones to place a Seasonal Help Wanted advertisement in the Bulletin and Stuart Herald on the second and fourth weeks of May. Ayes – Jones, Miller, Culver, Korradi, Behnken absent.

Clerk reported that Feld Fire annual inspection noted that the batteries for the fire alarm panel are due to be replaced and provided a quote. Faust stated that he could purchase batteries at a better price. Motioned by Culver seconded by Korradi to have Faust purchase replacement batteries if cost is less than the Feld Fire bid. Ayes – Jones, Miller, Culver, Korradi, Behnken absent.

Motion by Korradi seconded by Miller to open public hearing on Intent to Sell Property. Ayes – Jones, Miller, Culver, Korradi, Behnken absent. No sealed bids were received. Jenna Clarke commented that there is a lot of real estate competition. Jim Nelson asked why there is a minimum bid amount. Culver explained that laws require the receipt of a reasonable value and cannot give the property away. Motion by Miller seconded by Jones to close public hearing. Ayes – Jones, Miller, Culver, Korradi, Behnken absent.

Clerk Blass reviewed conference call regarding White Pole Road Gas Station Restoration Project grant application. Blass emphasized that the City of Menlo would be the responsible party for the Grant since Menlo would be used as the applicant. Blass stated that if awarded the grant the City should not proceed with any bid letting or construction until all the matched funds are received by the White Pole Road Development Corp. or the City would be responsible for providing matched funds. Korradi discussed federal grant requirements with an outside party and recommended having a backout clause included in a contract with White Pole Road Development Corp. in case the matching funds were not met. Also asked about who would be responsible for the attorney fees that will result. Attorney Grapentine stated the City would need to be compliant with all Federal requirements since the City is the applicant. Smull stated that the attorney fees can be designated to the White Pole Road Development Corp. for payment. Mayor Clarke asked who owns the building and is

concerned that once the restoration is complete that the current owners will sell the property to make a profit. Culver brought to the council's attention that the agreement states the applicant will have to maintain and operate for 20 years after construction and wondered if the foundation would still be viable. Attorney Grapentine felt there should be a commitment and written agreement with White Pole Road Development Corp. to fulfill the 20-year obligation. Would also need an agreement with property owners. Council feels it would be good for Menlo but are not comfortable with short amount of time to make decision. Smull said the grant award will be July 15th so Menlo has until then to decide if they want to continue with the project, tonight is just to decide whether to apply for the grant. Council will move forward with grant application to restore the gas station. Motion by Miller seconded by Jones to approve Resolution #2019-11 to Approve Gas Station Restoration Grant Application. Ayes – Jones, Miller, Culver, Korradi, Behnken absent.

Alliant Energy contacted Menlo regarding property of retired substation on North and Panora St. Council is not interested in the land and felt it should be offered to adjacent land owners. Motion by Culver seconded by Miller to decline offer of Alliant Energy substation land. Ayes – Jones, Miller, Culver, Korradi, Behnken absent.

Review of Sesquicentennial Mutual Agreement contract was discussed. Clarke feels that the contract does not need to be this complex. Attorney stated the location should be designated for liability purposes. Clarke stated it would be set up somewhere on the football field. Bill Messenger and Jim Nelson would like to eliminate complications. Nelson addressed Korradi regarding contract. Korradi stated that she is not against the event but as a council person is obligated to look out for the best interest of Menlo and that she offered several solutions at the February 6th meeting. Messenger and Nelson invited council to attend their monthly meetings. Jones stated his main concern was to have the property maintained after the event. Miller suggested that the City could help with reseeding the property. Clarke instructed the attorney to complete the contract with no restriction on property use, check on insurance issues making sure Tractor Pull Company has significant liability coverage and have a corrected and valid Certificate of Liability with Menlo's name on the certificate from them. Final draft will be reviewed at April 3rd council meeting.

Clerk Blass read the minutes from the Feb. 12th Zoning Board meeting. Gretchen Marsh presented the zoning boards recommendation to change zoning from residential to business on parcel #0001263500. Motion by Culver seconded by Korradi to accept zoning recommendation change. Ayes – Jones, Culver, Korradi, Miller abstained, Behnken absent.

ICAP Insurance renewal was discussed. No changes to coverage this year. Motion by Miller seconded by Jones to approve ICAP Insurance renewal. Ayes – Jones, Miller, Culver, Korradi, Behnken absent.

There were no active nuisance properties, will review new issues in April.

Public forum – Evelyn Jacobson apologized to Jenna Clark, centennial committee for not giving them an update on the stage cabinet project since the first meeting. Part of the cabinet is installed, and Evelyn would like to change the depth of the north steps and add hand railings to make the stairs easier for elderly to get onto the stage. Would like to have coffee/snacks on stage for people viewing on Sesquicentennial day. Evelyn will cover all expenses. Clarke will put on agenda for April meeting. Jim Nelson invited council to centennial committee meetings the 3rd Monday of each month at 7:00 pm to be involved, informed and make suggestions. Bill Messenger apologized for "absolutely not" comment at previous council meeting and thanked council for everything the City has done. Jean Wallace asked council if they have approved Ragbrai coming into Menlo. Clarke stated that a contract agreement to close activities at 3:00pm and assign chair people was done. Wallace also stated that volunteers will be needed on the day of the Sesquicentennial.

Motion by Miller seconded by Jones to approve the consent agenda, minutes of regular meeting 2-6-19 and special meeting 2-27-19, bills submitted for approval, and clerk reports. Ayes – Jones, Miller, Culver, Korradi, Behnken absent.

Motion by Miller seconded by Korradi to adjourn the meeting. Ayes – Jones, Miller, Culver, Korradi, Behnken absent.

Mayor Clarke declared the meeting adjourned at 8:40 pm.

FEBRUARY BILLS SUBMITTED FOR APPROVAL

Salaries		\$ 4,028.29
IPERS		\$ 839.32
EFTPS - US Treasury	Fed Withholding	\$ 1,173.06
State of Iowa	State Withholding	\$ 207.00
	Total Payroll	\$ 6,247.67
Adair Co. Landfill	Landfill	\$ 1,235.50
Agriland FS	Fuel	\$ 259.85
Alliant	Utilities	\$ 1,388.19
Auditor of State	Audit	\$ 450.00
Coon Valley Coop Telephone	Phone	\$ 70.26
Feld Equipment	Alarm Insp	\$ 255.00
IMFOA	Dues	\$ 50.00
JP Cooke	Pet Tags	\$ 65.42
Menlo Public Library	Librarian Salary	\$ 720.00
Office Depot	Supplies	\$ 119.53
Stuart True Value	Ice Melt	\$ 55.96
The Stuart Herald	Publications	\$ 224.15
Visa	Gas	\$ 31.88
Wallace Auto Supply	Lift Rent	\$ 165.99
Xenia Rural Water	Utilities	\$ 97.80
	Fund 001 Total	\$ 5,189.53
Agriland FS	Fuel	\$ 259.85
Alliant	Utilities	\$ 323.05
Coon Valley Coop Telephone	Phone	\$ 35.11
Visa	Gas	\$ 31.88
	Fund 110 Total	\$ 649.89
Menlo Public Library	FICA/IPERS	\$ 123.05
Wellmark	Health Ins.	\$ 1,046.40
	Fund 112 Total	\$ 1,169.45
Region XII COG	CDBG Draw #5	\$ 28,456.00
	Fund 301 Total	\$ 28,456.00
Alliant	Utilities	\$ 50.32
Auditor of State	Audit	\$ 450.00
Coon Valley Coop Telephone	Phone	\$ 35.13
Farmers Electric Coop	Utilities	\$ 44.53
Verizon	Cell Phone	\$ 43.93
Visa	Gas	\$ 31.88
Wallace Auto Supply	Equip Mnt	\$ 60.48
Wellmark	Health Ins	\$ 276.33
Xenia Rural Water	Utilities	\$ 1.43
	Fund 610 Total	\$ 994.03
TOTAL EXPENSES		\$ 42,706.57

FEBRUARY INCOME

General Fund	\$ 970.77
Road Use	\$ 3,385.57
Employee Benefits	\$ 64.55
Emergency	\$ 5.33
LOST	\$ 2,144.32
Capital Projects	\$ 28,456.00
Sewer	\$ 10.70
TOTAL REVENUE	\$ 35,037.24