

City of Menlo
Regular City Council Meeting
May 6, 2020 – 7:00 PM
Clerk's Office

The Menlo City Council held a regular meeting on Wednesday, May 6, 2020, via teleconference due to COVID-19 according to Governor Reynolds recommendations. Mayor Griswold called the meeting to order at 7:00 pm with Korradi, Jacobson, O'Brien, Jones and Miller present. Attorney David Grapentine also present. Korradi moved to approve the agenda and Jones seconded the motion. Ayes - Korradi, Jacobson, O'Brien, Jones and Miller.

Mayor Griswold had nothing to report.

Jake Faust reported our DNR inspection was last week. The only request they had was to install a generator at the lift station. All the fire extinguishers inspected, and one had a bad gage and exchanged for a new one. Working on patching up holes on the dump truck. Faust recommended Michael Comstock for this summer's help. The community building door accessible to the public for shelter needs to be an outswing door and will get that ordered. Been taking samples to Newton last week, this week and next week. We received a bid for the mortar repair on the community building. Trying to fill the oiler last few weeks. Faust reported that there is no storage at lagoon for abandoned camper and Council asked Clerk to notify him to pick up the camper or it will be towed. There is a hydrant leak and going to replace it at campgrounds. Faust asked if the council was interested in old gym floor sections. The council decided to pass.

Clerk Allsup reported that the City of Menlo was awarded the Guthrie County Community Foundation in the amount of \$4,960.00 to upgrade the campground sites from 30-amp to 50-amp breakers and 200-amp service panel. Miller Plumbing & Heating was advised of the grant to begin work on the project. City of Menlo was also awarded the 2020 ICAP grant for \$868.00 for the remaining balance for fall material for the playground.

Doug Devault, certified engineer of Veenstra & Kimm, Inc. presented a proposal regarding culvert installation at Sherman and North Street. Suggested we should have a study for the entire town to look at the flowage of the storm waters. Sherman and North Street has every utility there is and proposed to conduct a preliminary engineering report with a cost of \$3,000.00. First, find exact location of those utilities and the depth. The follow up would be to develop a design which is a set of plans to advertise for bid. Jacobson suggested to call one call to identify all the utilities and have a private contractor Allsup Tiling to do the installation. Faust stated there are two separate size tiles in that intersection and biggest concern is getting those two out of the lift station. Miller states an engineer is going to design the project and a contractor is not going to draw anything up. Miller asked if we could buy the engineer design and then get own contractor. Engineer stated they would inspect that the contractor would be doing what is required regarding the design. The city is held harmless from the design and the engineer is held responsible. Attorney Grapentine advised a project of this magnitude navigating it with an engineer is advisable. Council requests to table this onto the agenda for June for further discussion.

Motion by Korradi seconded by Jacobson to open public hearing at 7:43 p.m. All Ayes. There were no written or oral comments. Motion by Miller seconded by O'Brien to close public hearing at 7:44 p.m. All Ayes.

Motion by Korradi seconded by Jacobson to approve Resolution 2020-12-Adopt the Fiscal Year Ending June 30, 2020 Budget Amendment. Roll Call Vote: Jones, Aye, Korradi, Aye, O'Brien, Aye, Jacobson, Aye, Miller, Aye. Motion Passed.

Motion by Korradi seconded by Jacobson to accept 28 D Agreement – Agreement for Interchange of Employees for the City of Casey and the City of Menlo. All Ayes.

Attorney David Grapentine stated that he submitted a letter informing the City he can no longer serve as the City Attorney. Attorney Grapentine stated he would be as much help as possible during the transition of a new City Attorney. Attorney Grapentine will return files to the City and when we have a new attorney appointed, he will submit a formal termination of engagement. Korradi stated she appreciated all that Grapentine has done for the City. Korradi also stated that she spoke with the City of Redfield Clerk and suggested their City Attorney Adam Doll. Korradi also suggested Attorney Karen Varley from Stuart. Mayor Griswold suggested Attorney Ralph Brown from Dallas Center. Council requested this to be on agenda for June.

Jacobson motion seconded by Korradi to accept the bid from Swanson Masonry, LLC of \$2,525.36 to repair mortar on the Community Building. All ayes. Council discussed the old football field property. Korradi stated that there are a lot of questions that need to be answered for anyone interested in this property. Korradi stated to be sure the City can recoup some of the expenses for this property. Council requested the Clerk to contact Push

regarding contract to seed the ground. Council tabled citywide cleanup and citywide garage sale to next month. Mayor reported that there have been several gravel requests. Motion by O'Brien seconded by Korradi to deliver gravel at \$35.00 a load. All ayes.

Nuisance properties were discussed. Motion by Jacobson seconded by Jones that a courtesy letter be sent out to the residents of Menlo to clean up their property to the best of their ability. All ayes. Council will be reviewing nuisances again next month.

Public did not attend the council meeting.

Motion by Miller, seconded by Jones to approve the consent agenda, minutes of regular meeting of 4/1/20, bills submitted for approval, and clerk reports. Ayes - Korradi, Jacobson, O'Brien, Jones, and Miller.

Motion by Korradi, seconded by Miller to adjourn the meeting. Ayes - Korradi, Jacobson, O'Brien, Jones, and Miller.

Mayor Griswold declared the meeting adjourned at 8:41 PM.

Lyle Griswold, Mayor

Attest: Amberly Allsup, City Clerk

April BILLS SUBMITTED FOR APPROVAL

Salaries		\$ 4,840.27
IPERS		\$ 1,022.68
EFTPS - US Treasury	Fed Withholding	\$ 1,531.44
State of Iowa	State Withholding	\$ 218.00
	Total Payroll	\$ 7,612.39
Adair Co. Health	Employee Physical	\$ 152.00
Agriland	Fuel	\$ 47.39
Alliant	Utilities	\$ 1,783.26
Coon Valley Coop Telephone	Phone	\$ 71.08
Office Depot	Toner	\$ 71.97
Rolling Hills Bank	Safe Deposit Box Rent	\$ 10.00
Schildberg Construction	Rock	\$ 640.90
Southwest IA Pest Control	Pest Control	\$ 90.65
Stuart True Value Hardware	Bldg & Eq Mnt	\$ 7.56
Stuart Vet Clinic	Inspection	\$ 65.00
The Stuart Herald	Publications	\$ 204.75
Visa	Road Patch	\$ 503.37
Waukee Power Equipment	Ignition Switch	\$ 73.63
Waste Solutions of IA	Kybo	\$ 180.00
Xenia Rural Water	Utilities	\$ 97.80
	Fund 001 Total	\$ 3,999.36
Visa	Books/Equip	\$ 28.93
Visa	DVD	\$ 21.99
Visa	Lib Supplies	\$ 147.55
Coon Valley Coop Telephone	Phone	\$ 198.97
	Fund 002 Total	\$ 397.44
Agriland	Fuel	\$ 47.39
Alliant	Utilities	\$ 203.91
Coon Valley Coop Telephone	Phone	\$ 35.55
	Fund 110 Total	\$ 286.85
UHC Premium Billing	Health Ins.	\$ 570.85
	Fund 112 Total	\$ 570.85
Agriland	Fuel	\$ 47.39
Alliant	Utilities	\$ 85.39
Coon Valley Coop Telephone	Phone	\$ 35.54
Farmers Electric Coop	Utilities	\$ 42.17
Stuart True Value	Sewer Mnt Eq	\$ 2.99
UHC Premium Billing	Hlth Ins.	\$ 294.07
Verizon	Cell Phone	\$ 57.03
	Fund 610 Total	\$ 564.58
	TOTAL EXPENSES	\$ 13,431.47

April Income

General Fund	\$ 32,715.72
Library	\$ 3,114.83
Road Use	\$ 3,646.59
Employee Benefits	\$ 10,117.12
Emergency	\$ 744.82
LOST	\$ 1,920.87
Centennial Committee	\$.20
Sewer	\$ 12,927.87
TOTAL REVENUE	\$ 65,188.02