

City of Menlo
Regular City Council Meeting
May 1, 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. Jones moved to approve the agenda, Behnken seconded the motion. All Ayes.

Jake Faust reported he has been working on city streets, mowing, replaced a culvert on Sheridan, and a tile line on Sherman. Draw down is almost complete. Shelter house outlets were damaged. A septic tank on 2nd St. is full of tree roots, tree needs removed, or tank moved. Council directed Jake to discuss with property owner. Jake requested vacation for June 23 – 29th. Motion by Culver seconded by Behnken to approve vacation request. All Ayes. Mayor stressed it is the week of the 150th celebration and there will be a lot of preparation to be done. Faust assured the council that summer help will be available to do mowing and road closures. Miller stated that all council members and Mayor should be available to help. Jake suggested to upgrade main electrical box and individual campsite from 30 to 50-amp, wiring should be fine. Faust asked council what streets need resurfaced this year, usually does 10 blocks per year. Council suggested Sherman St, Sheridan St. to Railroad, and 5th St. Miller asked Faust to contact Xenia regarding a meter for fire hydrant on 7th St.

Clerk Blass reported she was awarded a \$450 scholarship from IMFOA for clerk training. Clerk asked to purchase another file cabinet since there will be library files moved to clerk's office in July. Motion by Behnken seconded by Miller to spend up to \$100 for a file cabinet. All Ayes. Blass asked if council wanted to continue to rent a portable toilet for the campground. Cost increased to \$150.00 per month. City could purchase a 70-gallon toilet for approximately \$500.00. Motion by Culver seconded by Korradi to rent handicapped portable toilet. All Ayes. Blass received the signed Use Agreement Contract from the Sesquicentennial committee.

Celia Reynolds requested to use the community building for Morrisburg church family bible school with help from the Methodist Church July 28 – August 1st from 6 to 8 pm. Korradi asked is Celia would be willing to organize a group of 10 people to help with RAGBRAI if the City lets her use the building at no cost. Celia commented she would be glad to help. Motion by Jones seconded by Culver to allow Celia Reynolds to use the community building July 28 – August 1st, 2019 for Bible School. All Ayes.

Motion by Jones seconded by Culver to open public hearing for ordinance #2019-01 to amend zoning map and district boundaries. All Ayes. No written comments were received. Doug O'Brien asked the size of the building. Motion by Culver seconded by Jones to close public hearing. All Ayes. Motion by Korradi seconded by Behnken to suspend the 1st and 2nd readings of Ordinance #2019-01 and to place said ordinance on its final reading. Roll Call vote: Behnken – Aye, Korradi – Aye, Jones – Aye, Miller – Abstain, and Culver – Aye. Motion passed. Motion by Jones seconded by Culver to adopt Ordinance #2019-01 to amend Zoning map and District Boundaries. Roll Call vote: Behnken – Aye, Korradi – Aye, Jones – Aye, Miller – Abstain, and Culver – Aye. Motion passed.

RAGBRAI committee chairperson presented a vendor application, portable toilet quote, map of vendor layout and route, need of tables and chairs, and ordinance for vendors on July 22 to the council. Motion by Korradi seconded by Behnken to allow committee to use some picnic tables, old tables and old chairs from community building on 5th Street for seating. All Ayes. Motion by Korradi seconded by Culver to approve rental agreement with Best Portable Toilets for 20 Kybos at \$70.00 each. All Ayes. Motion by Behnken seconded by Culver to approve vendor fees of \$300 for outside vendors and \$100 for local vendors. All Ayes. Motion by Behnken seconded by Jones to distribute any vendor fees left over after all expenses are paid by the City back to local vendors. All Ayes. Motion by Behnken seconded by Korradi to approve Vendor Application Form with above stated vendor fees and no electricity offered. All Ayes. Committee suggested no vendor booths being allowed in yards on the route coming to Sherman St. Motion by Miller seconded by Korradi to designate Sherman Street from 5th St. to 7th St. and 500 block of 5th St. for vendors. Ayes – Miller, Korradi, Culver, Behnken. Abstain – Jones. Motion passed. Motion by Culver seconded by Jones to approve wording of proposed Ordinance #2019-02. All Ayes.

Motion by Jones seconded by Culver to approve Resolution #2019-15 to set public hearing for RAGBRAI Ordinance. Roll Call vote: Behnken – Aye, Korradi – Aye, Jones – Aye, Miller – Aye, and Culver – Aye. Motion passed.

Sesquicentennial updated council on parking areas and street closings for the 150th celebration. Messenger would like to close the 400 block of Sherman St., the 500 block of 5th St., and the parade route at 10:00 am. Motion by Behnken seconded by Culver to allow street closings and parade route. All Ayes.

Motion by Korradi seconded by Behnken to table chicken permit approval until June 5th meeting. All Ayes. Jones will do the inspections prior to the June meeting.

Motion by Korradi seconded by Behnken to table school lot discussion due to no updates. All Ayes.

Amy Hale submitted a formal dog complaint to the council. Council advised clerk to send a letter to owner of dog. Also advised Hale to call the County Sheriff if dog is threatening her family again.

Clerk discussed access to Visa account issue with council. Motion by Korradi seconded by Behnken to add Gwen Blass, City Clerk as a qualified authorized contact to Visa account. All Ayes.

Nuisances reviewed. Motion by Behnken seconded by Culver to send Notice to Abate regarding garbage, debris, and furniture in yard to Erica and Chris Sciarrotta giving them a ten-day notice to comply with City doing cleanup after ten days and billing owners. All Ayes. Miller suggested addressing new nuisances after citywide cleanup day.

Motion by Jones seconded by Culver to open public forum. All Ayes. Doug O'Brien asked about the abandoned alley adjoining his property. He will need access to a new building and was wondering if that is a vacated alley or not. Council will need more information from County Assessor. Bill Messenger gave an update on sesquicentennial and asked for volunteers. Motion by Culver seconded by Miller to close public forum. All Ayes.

Motion by Behnken seconded by Jones to approve the consent agenda, minutes of regular meeting 4-3-19, bills submitted for approval, and clerk reports. All Ayes.

Motion by Behnken seconded by Miller to adjourn the meeting. All Ayes.

Mayor Clarke declared the meeting adjourned at 9:28 pm.

Michael Clarke, Mayor

Attest: Gwen Blass, City Clerk

APRIL BILLS SUBMITTED FOR APPROVAL

Salaries		\$ 4,012.13
IPERS		\$ 836.18
EFTPS - US Treasury	Fed Withholding	\$ 1,170.04
State of Iowa	State Withholding	\$ 206.00
	Total Payroll	\$ 6,224.35
Adair Co. Landfill	Fees	\$ 1,235.50
Agri Drain	Sewer Rpr	\$ 1,515.42
AgriLand FS	Fuel	\$ 262.19
Alliant	Utilities	\$ 1,146.77
Blass, Gwen	Mileage	\$ 74.53
Coon Valley Coop Telephone	Phone	\$ 69.18
Guthrie Co. Recorder	Fees	\$ 5.00
Jensen & Grapentine	Atty Fees	\$ 5,828.00
Menlo Public Library	Librarian Salary	\$ 900.00
Miller Plumbing & Htg	Wiring	\$ 499.79
Rolling Hills Bank	Safe Deposit Box	\$ 10.00
SW IA Pest Control	Pest Control	\$ 85.00
Stuart True Value	Bldg & Eq Mnt	\$ 20.06
The Stuart Herald	Publications	\$ 331.73
Visa	Plow Rpr/Gas	\$ 476.82
Visa	Road Patch	\$ 590.36
Xenia Rural Water	Utilities	\$ 97.80
	Fund 001 Total	\$ 13,148.15
Alliant	Utilities	\$ 263.60
Coon Valley Coop Telephone	Phone	\$ 34.60
Faust, Jake	Pipe Tape	\$ 5.55
Visa	Fuel	\$ 211.47
Wallace Auto Supply	Eq Maint	\$ 34.17

	Fund 110 Total	\$ 549.39
Menlo Public Library	FICA/IPERS	\$ 153.81
Wellmark	Health Ins.	\$ 1,046.40
	Fund 112 Total	\$ 1,200.21
Region XII COG	CDBG Draw #7	\$ 3,070.00
	Fund 301 Total	\$ 3,070.00
Alliant	Utilities	\$ 100.89
Coon Valley Coop Telephone	Phone	\$ 34.59
Farmers Electric Coop	Utilities	\$ 44.66
MidAmerican Research Chem	Septic Trtmt	\$ 136.25
Stuart True Value	Sewer Mnt Eq	\$ 17.76
Verizon	Cell Phone	\$ 43.87
Wellmark	Health Ins	\$ 276.33
Xenia Rural Water	Utilities	\$ 3.58
	Fund 610 Total	\$ 657.93
	TOTAL EXPENSES	\$ 24,850.03
	TRANSFERS	\$ 8,118.26

APRIL INCOME	
General Fund	\$ 36,168.88
Road Use	\$ 1,704.12
Employee Benefits	\$ 8,875.25
Emergency	\$ 733.53
LOST	\$ 2,144.33
Capital Projects	\$ 3,070.00
Sewer	\$ 261.48
TOTAL REVENUE	\$ 52,957.59