

City of Menlo
Regular City Council Meeting
June 3, 2020 – 7:00 PM
Clerk's Office

The Menlo City Council held a regular meeting on Wednesday, June 3, 2020, via teleconference due to COVID-19 according to Governor Reynolds recommendations. Mayor Griswold called the meeting to order at 7:03 pm with Korradi, Jacobson, O'Brien, Jones and Miller present. Attorney David Grapentine absent. Korradi moved to approve the agenda and Jones seconded the motion. Ayes - Korradi, Jacobson, O'Brien, Jones and Miller.

Mayor Griswold received a couple complaints regarding property 510 Sheridan St. Jake Faust reported DNR followed up after their inspection and can no longer dump anything in lagoons as the testing results have become too high. Going to check with surrounding cities to see if they can allow us to dump there. The price on road oil is \$2.25 a gallon and usually order 4,000 gallons which costs \$9,000.00 plus delivery fee for the year. Motion by Miller seconded by Jacobson to order road oil. All ayes. The price on rock is \$13.80 a ton and order 150 ton a year and schedule it in two different orders approximately \$2,070.00. Motion by Miller seconded by Korradi to order rock. All ayes. Faust reported a sink hole on Sheridan Street that is slowly collapsing all the way across. Motion by Jacobson seconded by Jones to order the material to replace the culvert on Sheridan Street. Campground needs closed for a week or so in July to get the electrical update, replace a hydrant and install two new hydrants. Motion by Jacobson seconded by Korradi to close campgrounds July 13th through 24th for electrical update and hydrant replacement. All ayes. Faust asked if there were any complaints of the dirt bike riding in town and stated they need to be respectful and safe while riding in town. Mayor stated if there are any more complaints to notify him and he will contact the Sheriff. City Clerk reported that she spoke with Push, Inc. and they stated that Push, Inc. smoothed and seeded the ground at the old football field property in October of 2018. Also, that pictures were taken early 2020 by Push, Inc. and said that there were no visible issues. Council decided to ask Bill Jacoby to disc the ground and seed it in August.

Council further discussed culvert installation at Sherman and North Street. Engineer says the objective is to do the preliminary study to have more knowledge to solve the problem so a system can be designed. Korradi asked if everything is identified during this study. The engineer stated yes. The preliminary is at an approximate amount of \$3,000.00. Engineer stated they will survey a large area to see the amount of water upstream and downstream that goes through that intersection. The Clerk suggested to do the study to get an idea for a solution. Motion by Jacobson seconded by Miller to start the preliminary study with Veenstra & Kim, Inc. All ayes.

Clerk stated she contacted Dallas Center's Attorney and he is too busy with the City of Dallas Center. Karen Varley thanked the Council for considering her but decided to pass on the opportunity. Clerk stated she spoke with Attorney Adam Doll from Adel, IA and that he is interested in the position. Korradi suggested to set up our own parameters as to when the Attorney needs to attend council meetings. Motion by O'Brien seconded by Jones to have a special meeting June 10, 2020 at 7:00 p.m. to meet Attorney Adam Doll and further discuss the City Attorney position with intent to hire. All ayes.

Motion by Korradi seconded by Miller to give Jake Faust a 4% increase for FY21 plus an additional \$50 per month toward health insurance. Korradi – Aye, Jones – Aye, Miller- Aye. O'Brien and Jacobson opposed. Motion passed. Motion by Korradi seconded by Jones to give Amberly Allsup a \$1.00 an hour increase at this review for FY21 and not at the 6-month review. All ayes. Council decided to table the Librarian review to the special meeting.

Motion by O'Brien seconded by Korradi to hire Michael Comstock for summer help starting June 8, 2020 at \$10.00 an hour approximately 30 hours a week up to 14 weeks. All ayes. Motion by Jones seconded by Miller to approve IMWCA Insurance renewal. All ayes. Motion by Korradi seconded by Miller to approve Short's Place annual Cigarette/Tobacco Permit. All ayes.

Motion by Miller seconded by O'Brien to open the Community Building for rental allowing 10 people in kitchen and 15 people in the large room maximum along with a signed Waiver of Liability. All ayes. Further, one person at a time in the Clerk's office and the Library opening with 3 to 4 people allowed in at a time with a signed Waiver of Liability.

Motion by Jacobson seconded by Miller to cancel the Citywide Garage. All ayes. Troy Miller stated he will check into volunteers for the Citywide cleanup. The Council tabled the citywide cleanup to the special meeting of July 10, 2020.

Nuisance properties were discussed. Mayor stated he has seen improvement since the courtesy letter was sent out last month. Korradi stated that we need to specify the properties and nuisances into a list and decide

what type of letter needs to be sent out. Motion by Korradi seconded by Jacobson to send out mowing ordinance letters to properties 402 N. Street, 407 7th St., and 510 Sheridan St. All ayes.

Motion by Jones seconded by Korradi to open public forum. Judy Skellenger thanked Jake Faust for removing a tree limb. She also stated the properties the council discussed are not abandoned. Motion by Jones seconded by Korradi to close public forum. All ayes.

Motion by Korradi, seconded by Jacobson to approve the consent agenda, minutes of regular meeting of 5/6/20, bills submitted for approval, and clerk reports. All ayes.

Motion by Korradi, seconded by Jacobson to adjourn the meeting. All ayes.

Mayor Griswold declared the meeting adjourned at 9:15 PM.

Lyle Griswold, Mayor

Attest: Amberly Allsup, City Clerk

May BILLS SUBMITTED FOR APPROVAL

Salaries		\$ 5,681.16
IPERS		\$ 1,204.51
EFTPS - US Treasury	Fed Withholding	\$ 1,816.27
State of Iowa	State Withholding	\$ 264.00
	Total Payroll	\$ 8,965.94
Alliant	Utilities	\$ 1,376.71
Coon Valley Coop Telephone	Phone	\$ 69.20
General Fire & Safety	Inspection	\$ 25.16
Gworks	Supplies	\$ 91.67
IDALS	Kennel License	\$ 75.00
Petty Cash	Petty Cash	\$ 117.25
Stuart True Value Hardware	Supplies	\$ 37.98
The Stuart Herald	Publications	\$ 505.86
Visa	Mower Supplies	\$ 153.67
Wallace Auto Supply	Supplies	\$ 80.00
Waste Solutions of IA	Kybo	\$ 180.00
Xenia Rural Water	Utilities	\$ 97.80
	Fund 001 Total	\$ 2,865.69
Coon Valley Coop	Phone	\$ 98.40
Stuart True Value	Supplies	\$ 177.66
	Fund 002 Total	\$ 276.06
Alliant	Utilities	\$ 173.46
Coon Valley Coop Telephone	Phone	\$ 34.60
General Fire & Safety	Inspection	\$ 25.16
	Fund 110 Total	\$ 233.22
UHC Premium Billing	Health Ins.	\$ 570.85
	Fund 112 Total	\$ 570.85
Alliant	Utilities	\$ 96.24
Coon Valley Coop Telephone	Phone	\$ 34.59
Farmers Electric Coop	Utilities	\$ 40.00
General Fire & Safety	Inspection	\$ 25.93
Ia One Call	Notifications	\$ 24.40
O'Brien, Doug	Sewer Deposit Rfnd	\$ 250.00
Strawman, Jeffrey	Sewer Deposit Rfnd	\$ 250.00
Stuart True Value	Supplies	\$ 43.98
Visa	Gas	\$ 169.36
UHC Premium Billing	Hlth Ins.	\$ 294.07
Verizon	Cell Phone	\$ 57.03
Wallace Auto SAupply	Supplies	\$ 170.75
	Fund 610 Total	\$ 1,456.35
	TOTAL EXPENSES	\$ 14,368.11
May Income		
General Fund	\$ 14,736.95	
Library	\$ 662.55	
Road Use	\$ 2,955.67	
Employee Benefits	\$ 2,974.13	
Emergency	\$ 218.96	
LOST	\$ 2,256.41	
Sewer	\$ 3.97	
TOTAL REVENUE	\$ 23,808.64	