**Minutes of the Roland City Council**

**Regular Session**

**Wednesday, December 7, 2022**

Note:  The following are unofficial until they are approved by the City Council at the next council meeting.

The Roland City Council met in regular session on Wednesday, December 7, 2022.  The meeting was held at 6:00 pm at the Roland Community Center with Mayor Andy Webb presiding. Council members present at roll call: Amy Knoll, Russ Neely, and Kailah Schmitz.  Absent: Riley Larson and Chance McDonald. Staff present were City Clerk Jodi Meredith, Public Works Director Nathan Hovick, Public Works Assistant Director Dalton Johnston, and 10 visitors from the public.

It was moved by Neely and seconded by Knoll to approve the consent agenda which included Agenda, Minutes from the November 16, 2022 Council Meeting, and Claims for December 7, 2022 in the amount of $77,108.97.  All in favor, motion carried.

**Public Inpu**t: none.

Department Head’s Reports were as follows:

**Public Works Director:** The Headwaters of the South Skunk River Watershed Management Authority plan has been adopted, the group will be asking for financial support at a meeting in February.

**City Clerk**: City Hall will be closed the 9th-19th for vacation. The job opening was posted today.

Michael and Kimberly Warnick and a representative of theirs asked for permission to construct a fence in the City’s right-of-way at 201 N. Vine St. Mayor Webb will seek a legal opinion on this and revisit in January.

The librarian reported to city hall that the individual who oversees the Library’s garden does not see an issue with where the trees were planted and if they ever become an issue will look at a new location to have a garden. Kurtis Bower believes the two trees to the west will become a problem in the future. A motion was made by Schmitz and seconded by Neely to leave the trees on the old water tower lot where they are. All in favor, motion carried.

After hearing a financial presentation from Chip Schultz of Northland Finance, a motion was made by Schmitz and seconded by Knoll to approve a 75% down payment on the new water tanker fire truck. All in favor, motion carried.

At 6:49 pm Mayor Webb opened Public Hearing Loan. With hearing no public comment or written at 6:49 pm a motion was made by Neely and seconded by Schmitz to close the public hearing. All in favor, motion carried.

A motion was made by Schmitz and seconded by Neely to approve Resolution 22-25 Resolution Taking Additional Action On Proposal To Enter Into A General Obligation Fire Truck Acquisition Loan Agreement And Repurposing Bond Proceeds. Aye: Neely, Schmitz, Knoll. Nay: none. Motion carried.

The Wastewater Solar Array Engineering Services Agreement will be discussed at the next meeting after Public Works gets clarification of the scope of work the companies are proposing.

A motion was made by Knoll and seconded by Schmitz to approve the Toyne Agreement for the new fire truck. All in favor, motion carried.

Caleb from MICA suggested creating application fees for variances and rezonings and updating applications and application packets. Consensus of the council is to have the clerk look further into this.

**Mayor/Council Comments:** Mayor Webb stated that the old bank building debris has been getting cleaned up and shared that he has cancelled the second meeting in December noting that there probably won’t be a quorum due to the holidays.

**Public Input:** It was asked when the first January meeting will be, it will be January 4, 2023.

With no further business at this time, Schmitz moved for adjournment of the meeting at 6:57 pm seconded by Neely.  All in favor, motion carried.  The next regular scheduled meeting will be Wednesday, January 4, 2023, at 6:00 pm at the Roland Community Center.

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Andy Webb, Mayor Jodi Meredith, City Clerk

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|  |  **CLAIMS** |  |
|  | **GENERAL FUND** |  |
|  | **07-Dec-22** |  |
| **Fire** |  |  |
| Active 911 | Annual Dues |  $ 225.00  |
| BDS Laundry | Supplies |  $ 12,199.00  |
| Danko Equipment | Hose |  $ 260.76  |
| Menards | Supplies |  $ 106.60  |
| Murphy, Pat | Reimb Amazon |  $ 221.13  |
| TrueNorth | Insurance |  $ 171.00  |
|  | **Total Fire** |  $ 13,183.49  |
| **EMS** |  |  |
| Active 911 | Annual Dues |  $ 90.00  |
| Iowa Fire Fighter Association | Annual Dues |  $ 289.00  |
| TrueNorth | Insurance |  $ 190.00  |
|  | **Total EMS** |  $ 569.00  |
| **Library** |  |  |
| Baker & Taylor | Adult & Juvenile Reading |  $ 479.61  |
| Business Card- L | Supplies |  $ 834.58  |
| EFTPS | Fed, Med, SS |  $ 528.26  |
| EFTPS | Fed, Med, SS |  $ 752.11  |
| IPERS | Retirement |  $ 1,033.25  |
| Treasurer, State of IA | IA Withholding |  $ 203.00  |
| Wages | Payroll 11/3-11/16/22 |  $ 1,964.45  |
| Wages | Payroll 11/17-11/30/22 |  $ 2,321.69  |
| Windstream | Telephone |  $ 64.03  |
|  | **Total Library** |  $ 8,180.98  |
| **Park** |  |  |
| Availa Bank | Metal Wood |  $ 293.55  |
| EFTPS | Fed, Med, SS |  $ 166.18  |
| EFTPS | Fed, Med, SS |  $ 166.18  |
| IPERS | Retirement |  $ 246.03  |
| Morris Milling | Trees |  $ 640.47  |
| Sign Pro | Sign |  $ 240.75  |
| Treasurer, State of IA | IA Withholding |  $ 54.40  |
| Wages | Payroll 11/3-11/16/22 |  $ 479.49  |
| Wages | Payroll 11/17-11/30/22 |  $ 479.49  |
|  | **Total Park** |  $ 2,766.54  |
| **Capital Improvement** |  |  |
| Henkel Construction | Bridge Construction |  $ 7,353.76  |
|  | **Total Capital Improvement** |  $ 7,353.76  |
| **Policy & Administration** |  |  |
| Availa Bank | Target - usb drives |  $ 24.60  |
| Availa Bank | ACH Fee |  $ 10.00  |
| Business Card - N | Supplies |  $ 32.97  |
| Civic Plus | Website |  $ 2,094.75  |
| EFTPS | Fed, Med, SS |  $ 388.97  |
| EFTPS | Fed, Med, SS |  $ 389.58  |
| Gatehouse Media | Publishing |  $ 771.23  |
| Howard Township | Annual Due |  $ 390.00  |
| IPERS | Retirement |  $ 663.62  |
| Kabel Business | Insurance |  $ 239.40  |
| McFarland Clinic | Physicals |  $ 579.00  |
| Menards | supplies |  $ 7.34  |
| Menards | Supplies |  $ 204.04  |
| Treasurer, State of IA | IA Withholding |  $ 170.00  |
| Veenstra & Kimm | Building Permits |  $ 2,437.60  |
| Wages | Payroll 11/3-11/16/22 |  $ 909.38  |
| Wages | Payroll 11/17-11/30/22 |  $ 1,017.49  |
| Windstream | Telephone |  $ 197.73  |
|  | **Total Policy & Admin.** |  $ 10,527.70  |
| **ROAD USE** |  |  |
| Availa Bank | Car Wash |  $ 8.00  |
| Availa Bank | Deery |  $ 429.98  |
| Business Card - D | Supplies |  $ 1,584.72  |
| Business Card - N | Supplies |  $ 38.65  |
| EFTPS | Fed, Med, SS |  $ 396.84  |
| EFTPS | Fed, Med, SS |  $ 468.20  |
| Hawkeye Truck | Snow Equipment |  $ 653.00  |
| IPERS | Retirement |  $ 778.48  |
| John Deere | Supplies |  $ 105.24  |
| Kabel | Insurance |  $ 239.40  |
| Lowe's | Supplies |  $ 792.65  |
| Menards | Supplies |  $ 98.98  |
| Treasurer, State of IA | IA Withholding |  $ 200.94  |
| US Cellular | Cell Phone |  $ 58.16  |
| Wages | Payroll 11/3-11/16/22 |  $ 1,211.63  |
| Wages | Payroll 11/17-11/30/22 |  $ 1,415.72  |
| Windstream | Telephone |  $ 52.27  |
|  | **Total Road Use** |  $ 8,532.86  |
| **Economic Development** |  |  |
| Orkin | Pest Control |  $ 60.00  |
|  | **Total EcDev** |  $ 60.00  |
| **Capital Project** |  |  |
| Veenstra & Kimm | Bridge Engineering |  $ 5,529.00  |
|  | **Total Capital Project** |  $ 5,529.00  |
| **WATER** |  |  |
| AG Source | Testing |  $ 13.75  |
| Availa Bank | ACH Fee |  $ 5.00  |
| Availa Bank | Postage |  $ 88.88  |
| Business Card-N | Supplies |  $ 18.66  |
| Contractor Solution | Chemicals |  $ 1,004.00  |
| EFTPS | Fed, Med, SS |  $ 742.52  |
| EFTPS | Fed, Med, SS |  $ 808.39  |
| Iowa One Call | Locates |  $ 16.65  |
| IPERS | Retirement |  $ 1,347.35  |
| John Deere | Supplies |  $ 105.25  |
| Menards | Supplies |  $ 108.98  |
| Menards | Supplies |  $ 56.98  |
| Treasurer, State of IA | WET Tax |  $ 1,033.62  |
| Treasurer, State of IA | IA Withholding |  $ 334.83  |
| US Cellular  | Cellphone |  $ 58.16  |
| USA Blue Book | Chemicals |  $ 246.87  |
| Wages | Payroll 11/3-11/16/22 |  $ 2,103.69  |
| Wages | Payroll 11/17-11/30/22 |  $ 2,290.55  |
| Windstream | Telephone |  $ 37.67  |
|  | **TOTAL WATER** |  $ 10,421.80  |
| **SEWER** |  |  |
| AG Source | Testing |  $ 212.50  |
| Availa Bank | ACH Fee |  $ 5.00  |
| Availa Bank | Postage |  $ 88.88  |
| Business Card-N | Supplies |  $ 18.66  |
| EFTPS | Fed, Med, SS |  $ 742.44  |
| EFTPS | Fed, Med, SS |  $ 808.38  |
| HM Cragg | Generator |  $ 757.11  |
| Iowa One Call | Locates |  $ 16.65  |
| IPERS | Retirement |  $ 1,347.35  |
| John Deere | Supplies |  $ 134.25  |
| Menards | Supplies |  $ 775.36  |
| Menards | Supplies |  $ 21.81  |
| Treasurer, State of IA | Sales Tax |  $ 268.22  |
| Treasurer, State of IA | IA Withholding |  $ 334.83  |
| US Cellular | Cell Phone |  $ 58.17  |
| Wages | Payroll 11/3-11/16/22 |  $ 2,103.69  |
| Wages | Payroll 11/17-11/30/22 |  $ 2,290.54  |
|  | **TOTAL SEWER** |  $ 9,983.84  |
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|  | **GRAND TOTAL** |  **$ 77,108.97**  |
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| **Revenue** |  |  |
| Water, Sewer, Garbage |  |  $ 56,055.32  |
| Library |  |  $ 2,236.98  |
| ROAD USE |  |  $ 29,568.89  |
| LOST |  |  $ 21,564.48  |
| Gen Income |  |  $ 1,562.04  |
| Total Income |  |  **$ 110,987.71**  |