**Minutes of the Roland City Council**

**Regular Session**

**Wednesday, April 17, 2024**

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, April 17, 2024. The meeting was held at 6:00 pm at Roland City Hall with Mayor Kurtis Bower presiding.

Council Members Present: Curtis Kentner, Riley Larson, Aarron Burres. Jonathan Kepley was absent. Council Member Amy Knoll put in her resignation on April 15, 2024, to be effective immediately.

Staff Present: City Clerk Mellisa Mattingly, Public Works Director Nathan Hovick, and Public Works Assistant Director Dalton Johnston. There were also 12 visitors from the public.

Mayor Bower led in the Pledge of Allegiance

A motion was made by Burres and seconded by Kentner to approve the consent agenda which included Agenda for April 17, 2024, Minutes from the April 3, 2024, Council Meeting, and Claims for April 17, 2024, in the amount of 293,425.35. No Vote was taken.

A motion was made by Burres and seconded by Kentner to open the Public Hearing for FY 24/25 Budget at 6:01. Roll Call Vote: Aye: Kentner, Larson, Burres. Nay: none. Absent: Kepley. Motion Carried.

No Comments were made, and no questions were asked.

A motion was made by Burres and seconded by Kentner to close the Public Hearing for FY 24/25 Budget at 6:01. Roll Call Vote: Aye: Larson, Burres, Kentner. Nay: none. Absent Kepley. Motion Carried.

A motion was made by Burres and seconded by Larson to approve Resolution No. 24-17 the New 24/25 Fisal Year Budget. Roll Call Vote: Aye: Burres, Kentner, Larson. Nay: none. Absent Kepley. Motion Carried.

A motion was made by Burres and seconded by Kentner to open the Public Hearing for FY 23/24 Budget Amendment #2 at 6:02. Roll Call Vote: Aye: Kentner, Larson, Burres. Nay: none. Absent: Kepley.

No Comments were made, and no questions were asked.

A motion was made by Burres and seconded by Larson to close the Public Hearing for FY 23/24 Budget Amendment #2 at 6:03. Roll Call Vote: Aye: Kentner, Larson Burres. Nay: none. Absent: Kepley.

A motion was made by Burres and seconded by Kentner to approve Resolution No. 24-18 the FY 23/24 Budget Amendment #2. Roll Call Vote: Aye: Larson, Burres, Kentner. Nay: none. Absent: Kepley.

Open Forum (Public Input): Supervisor Faisal informed Council on the Story County Housing Trust Program. Mellisa Kepley asked about the ordinance on parking close to a stop sign.

Sheriff’s Report: nothing.

Department Head’s Reports were as follows: Public Works Director Nathan Hovick: Un-winterized Britson, Erickson, and started at pool. Talked with attorney, ARPA storm sewer repair/maintenance work being done is fine. Once we move on to public improvements it will need to go through bidding if dollar thresholds are met. Asked the attorney if anything needed to be done for the contractor to resume work due to the Cease & Desist being served, he was unaware that one had been served, said that a simple letter to continue would suffice, so a letter to allow work to resume was delivered to the contractor. Have DNR construction permit approved for S. Main to Cottonwood looping. Have an installation estimate for around $43,000 (below the $65,000 threshold), has been staked and materials are on hand. Asked how the council wants to proceed, there were comments from council so will get a couple more estimates and bring up again next meeting. Mayor stated that he is still digging into things and there may still be issues, staff asked why they weren’t being included in these conversations with no reply. Gave annual ARPA update to Board of Supervisors, advised that the property owners on Ryan Cr. have not given permission for an easement yet. They requested an amendment request be filed so that the money can still be spent if that part of the grant award falls through, will be submitting for the 200 block of N. Main St. water main replacement which will also replace all the lead lines on that section. This will be requested to use remaining looping funds towards if the other 3 projects don’t use up the full amount as well. Had to mow everything once already, with rain and warmth it is going to need at least once per week. Going to flush hydrants week of 4/22. Fiber inspector is making a punch list of things still needing done, if there are any known issues contact CCS to make sure they are included in the list. Ordering a meter for softball irrigation and will charge usage at bulk rate, council is good with this. 175ish responses for LSLI so far, working on getting all that information into the required form. Museum has asked for a way finding sign directing to the museum be placed on Cottonwood, they will fund the sign, council good with this. Getting estimates for W. Maple mill and overlay from Manatt’s and Inroads. Any other requests? Council had no other requests. Had a request from Story City Library to do a tour of the water and wastewater treatment facilities. This would be on a Saturday, want to make sure overtime for this is ok, council is fine with that. Putting together a bill for KEY Coop for the elevator burn which includes a few parts, electric bill for the well, bulk water from hydrants, and overtime pay for employee time. This was agreed to with KEY beforehand, council didn’t know of any other charges needed.

City Clerk Mellisa Mattingly: Had nothing to report.

Library: Nothing to report.

Fire Department: Nothing to report.

Parks: Public Works Assistant Director Dalton Johnston just reminded the Council of the upcoming cleanup day at the parks on April 28, Disc Golf Tournament on May 4, and Fundraiser on May 11.

A motion was made by Burres and seconded by Larson for the Mayor to sign the lease agreement for Britson Park Facilities with Norsemen Baseball. No Vote was taken.

A motion was made by Burres and seconded by Kentner to postpone action on either listing or getting sealed bids for the old city hall/ community center building. No Vote was taken. Mayor Bower did inform Council that they were able to list it we would just need to work with Dorsey & Whitney about the TIF.

A motion was made by Burres and seconded by Larson to approve Casey’s Cigarette/Tobacco/Nicotine/Vapor Permit. Vote was taken by a verbal Aye or Nay, Motion Carried.

A motion was made by Larson and seconded by Kentner to postpone action on either hiring one full time person or 2 part time people for city hall and public works. Vote was taken by a verbal Aye or Nay, Motion Carried.

A motion was made by Larson and seconded by Kentner to get the lift repaired. Vote was taken Motion Carried.

A motion was made by Burres and seconded by Kentner to approve Resolution 24-19 to fill the Council Vacancy in the office of Council Member At-Large by appointment, setting date of meeting, and authorizing to publish notice. Roll Call Vote: Aye: Burres, Kentner, Larson. Nay: none. Absent Kepley.

Mayor/Council Reports/Comments: Mayor Bower showed a map of S. Vine St with a pickup truck with trailer attached on S Vine St. He has received three complaints about it and would like Council to consider putting up signs and painting the curb yellow in this area. This was asked to be put on the next agenda.

CM Burres asked why we needed to revisit the job posting and what would need to be concerned for the one person.

Open Forum (Public Input): Brain Hill asked Council if Nathan says that mowing would be a 40 hour a week job how would that person also have time to work in the office to help Mellisa. Melissa Kepley asked if the Fire department could flush the hydrants. Public Works Director Nathan Hovick told her no because of all the extra requirements for the DNR. Melissa also asked Council if they would consider contracting out the mowing.

Burres moved for adjournment of the meeting at 6:50 pm seconded by Larson. All in favor, Motion Carried. The next regular scheduled meeting will be Wednesday May 1, 2024, at 6:00 pm at Roland City Hall.

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|  | **CLAIMS** |  |
|  | **GENERAL FUND** |  |
|  | **17-Apr-24** |  |
| **Law Enforcement** |  |  |
| Story County Treasurer | Sheriff Protection | $22,745.40 |
|  | **Total Law Enforcement** | $22,745.40 |
| **Fire** |  |  |
| Alliant Energy | Electric | $163.61 |
| Alex Air Apparatus | personal protection equip | $558.71 |
| Alex Air Apparatus | personal protection equip | $720.00 |
| Eagle Engraving | personal protection equip | $89.35 |
| Menards |  | $387.90 |
| Racom Corp | Radio Maint and Tower fees | $3,317.04 |
| Wex Bank | Fuel | $144.85 |
|  | **Total Fire** | $5,381.46 |
| **EMS** |  |  |
| Alliant Energy | Electric | $31.04 |
|  | **Total EMS** | $31.04 |
| **Garbage** |  |  |
| Praire Waste Solution | Garbage Removal | $6,938.85 |
|  | **Total Garbage** | $6,938.85 |
| **Street** |  |  |
| Menards | shed maint | $36.88 |
|  | **Total Street** | $36.88 |
| **Street Lighting** |  |  |
| Alliant Energy | Electric | $2,157.90 |
|  | **Total Street Lighting** | $2,157.90 |
| **Library** |  |  |
| Wages | Payroll | $2,032.84 |
| Alliant Energy | Electric | $415.22 |
| Baker & Taylor | adult & juvenile books | $311.31 |
| Friends of the Grimes | Adventure Pass | $225.00 |
| Madison National Life | Insurance | $33.34 |
| Windstream | Telephone | $74.67 |
|  | **Total Library** | $3,092.38 |
| **Museum** |  |  |
| Alliant Energy | Electric | $36.41 |
|  | **Total Museum** | $36.41 |
| **Park** |  |  |
| Alliant Energy | Electric | $405.06 |
| Bo's Outdoor Solutions | Pool & Bear Creek Fertilizer | $865.00 |
|  | **Total Park** | $1,270.06 |
| **Cemetery** |  |  |
| Alliant Energy | Electric | $21.71 |
|  | **Total Cemetery** | $21.71 |
| **Pool** |  |  |
| Alliant Energy | Electric | $137.84 |
|  | **Total Pool** | $137.84 |
| **Policy & Administration** |  |  |
| Wages | Payroll | $920.95 |
| Alliant Energy | Electric | $481.00 |
| Availa Bank | Govpay Adjustments | $3.75 |
| Gatehouse Media | publication | $849.60 |
| Lynch Dallas | Legal fees | $262.50 |
| Lynch Dallas | Legal fees | $1,025.00 |
| Madison National Life | Insurance | $39.11 |
| Wellmark BlueCross | Health Insurance | $730.44 |
|  | **Total Policy & Admin.** | $4,312.35 |
| **ROAD USE** |  |  |
| Alliant Energy | Electric | $389.80 |
| Avalia Bank |  | $41.00 |
| Madison National Life | Insurance | $108.55 |
| Wages | Payroll | $1,360.65 |
| Wellmark BlueCross | Health Insurance | $362.16 |
| Wex Bank | Fuel | $135.62 |
|  | **Total Road Use** | $2,397.78 |
| **Capital** |  |  |
| Menards | city hall | $37.51 |
|  | **Total Capital** | $37.51 |
| **Economic Development** |  |  |
| Alliant Energy | Electric | $351.06 |
| Econo Signs | wayfinding signs for around town | $1,756.65 |
| Orkin | pest control | $60.00 |
|  | **Total EcDev** | $2,167.71 |
| **Debt Service** |  |  |
| UMB Bank | Pool Fees | $600.00 |
| UMB Bank | Pool Principal | $190,000.00 |
| UMB Bank | Pool Interest | $24,403.12 |
| UMB Bank | City Hall Interest | $20,346.53 |
|  | **Total Debt** | $235,349.65 |
| **WATER** |  |  |
| Wages | Payroll | $1,781.09 |
| Ag Source | water testing | $14.50 |
| Ag Source | water testing | $14.50 |
| Alliant Energy | Electric | $2,123.49 |
| Availa Bank | Govpay Adjustments | $75.00 |
| Forte | Ach Fees | $34.80 |
| Wellmark BlueCross | Health Insurance | $362.18 |
| Wex Bank | Fuel | $135.67 |
|  | **TOTAL WATER** | $4,541.23 |
| **SEWER** |  |  |
| Wages | Payroll | $1,781.10 |
| Ag Source | wastewater testing | $107.25 |
| Ag Source | wastewater testing | $121.75 |
| Ag Source | wastewater testing | $121.75 |
| Alliant Energy | Electric | $21.71 |
| Availa Bank | Govpay Adjustments | $75.00 |
| Availa Bank | carwash | $8.00 |
| Forte | Ach Fees | $34.80 |
| Wellmark BlueCross | Health Insurance | $362.16 |
| Wex Bank | Fuel | $135.67 |
|  | **TOTAL SEWER** | $2,769.19 |
|  | **GRAND TOTAL** | **$293,425.35** |
|  |  |  |
| **Revenue** |  |  |
| General Fund |  | $185,267.92 |
| Road Use Tax |  | $15,580.65 |
| Employee Benefit |  | $25,512.39 |
| TIF Fund |  | $2,065.98 |
| Economic Development |  | $7,692.31 |
| Debt Service |  | $62,720.03 |
| Water |  | $6,543.64 |
| Sewer |  | $12,867.35 |
| Total Income |  | **$318,250.27** |

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Kurtis Bower, Mayor Mellisa Mattingly, City Clerk