A budget workshop was held @ 6:30pm prior to the regular council meeting with all members of the council present.

Regular Meeting Minutes

Monday December 11th, 2023

7:30PM, City Hall

The regular meeting of the Donnellson City Council was called to order by Mayor Dave Ellingboe, with Council Members Moeller, Marshall, Weber, Newton & Estrada present.

Motion by Marshall, second by Newton to approve the agenda: all ayes.

Citizen comments – None

Motion by Newton, second by Estrada to approve the minutes of the November ‘23 meeting: all ayes.

Motion by Marshall, second by Estrada to approve the November ’23 financial reports: all ayes.

Motion by Weber, second by Moeller to approve the November ‘23 disbursements and December ’23 bills to be allowed: all ayes.

Motion by Estrada, second by Weber to approve the Amended Class C Retail Alcohol License for R&T Stumble Inn Inc for premises updates, all ayes.

Motion by Marshall, second by Moeller to approve City Council Rules of Procedure, all ayes.

Motion by Moeller, second by Newton to approve revised personnel policy manual 4.2.1 & 4.2.3 benefits are based on the calendar year not fiscal year, all ayes.

Set January 8th 2024 for Public Hearing to Amend FY24 Budget.

Motion by Moeller, second by Newton to approve Second Reading of Ordinance 17.04 revising regular council meeting date & time to the second Monday of the month @ 7:30pm, RCV all ayes.

Motion by Moeller, second by Estrada to waive the third reading of Ordinance 195, RCV all ayes.

ORDINANCE NO 195

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF DONNELLSON, IOWA, BY AMENDING PROVISIONS PERTAINING TO DATE AND TIME OF REGULAR COUNCIL MEETINGS.

Be it Enacted by the City Council of the City of Donnellson, Iowa:

SECTION 1. SECTION MODIFIED. Section 17.04 of the Code of Ordinances of the City of Donnellson, Iowa, is repealed and the following adopted in lieu thereof:

17.04 COUNCIL MEETINGS. Procedures for giving notice of meetings of the Council and other provisions regarding the conduct of Council meetings are contained in Section 5.06 of this Code of Ordinances. Additional particulars relating to Council meetings are the following:

1. Regular Meetings. The regular meetings of the Council are on the second Monday of each month at 7:30pm., at Council Chambers at City Hall. If such day falls on a legal holiday, the meeting is held the following day at the same time unless a different day or time is determined by the council.

2. Special Meetings. Special Meetings shall be held upon call of the Mayor or upon request of a majority of the members of the council. (Code of Iowa, Sec. 372.13(5))

3. Quorum. A majority of all Council members is a quorum. (Code of Iowa, Sec. 372.13(1))

4. Rules of Procedure. The Council shall determine its own rules and maintain records of proceedings. (Code of Iowa, Sec. 372.13(5))

5. Compelling Attendance. Any three members of the Council can compel the attendance of the absent members at any regular, adjourned, or duly called meeting, by serving a written notice upon the absent members to attend at once.

SECTION 2. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall take effect after its final passage, approval and publication as provided by law.

Update was given on the current nuisance properties.

Police Report – There were 56 calls for service, 18 traffic stops. 33 building checks were done during the day & night time hours. Officer Jones has completed his training.

Water/Sewer Superintendent Report – pump in the lift station was in need of repair, requested to have a spare pump on hand. Motion by Newton, second by Moeller to purchase a reserve pump for the lift station, all ayes.

Clerk Report –Merry on Main had a successful event. Vacation days were given for the upcoming weeks.

There being no other business to come before the Council, motion by Moeller, second by Marshall, Mayor Ellingboe declared the meeting adjourned: all ayes.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,Dave Ellingboe, Mayor

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,Rebecca Schau, City Clerk

**Summary of All Receipts:** General $107,332.48 Capital Equipment Reserve $0 Road Use Tax $9,796.15 Employee Benefit $2,143.15 Local Option Sales Tax $13,017.02 Debit Service $4,136.25 Rathbun $0 ARPA $0 Water $21,203.52 Water Sinking USDA $1,816.00 Sewer $28,209.01 Sewer Sinking $0. **Summary of All Disbursements:** General $68,600.23 Capital Equipment Reserve $0 Road Use Tax $6,301.56 Employee Benefit $1,550.92 Local Option Sales Tax $0 Debit Service $6,667.50 Capital Project Fund $0 Rathbun $0 ARPA $0 Water $16,099.20 Water Sinking $1,816.00 Sewer $8,529.13 Sewer Sinking $27,692.45.

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| DONNELLSON TIRE & SERVICE | Gas | 38.13 |
| AFLAC | Aflac | 80.76 |
| WINDSTREAM | phone/internet | 259.23 |
| ALLIANT ENERGY | electric | 5,349.67 |
| GRRWA | Landfill Fees | 953.00 |
| MCFARLAND SUPPLY | office supplies | 88.31 |
| FRENCH-RENEKER-ASSOCIATES | engineer fee - Westview Park | 5,414.85 |
| MID AMERICAN ENERGY | gas | 120.75 |
| EFTPS | FED/FICA TAXES | 4,130.28 |
| IPERS | IPERS-REGULAR | 2,777.13 |
| TODD HERDRICH | Cellphone Reimbursement | 50.00 |
| REBECCA SCHAU | reimburse poinsettias | 40.00 |
| DONNELLSON LUMBER CO | bolts/nuts/washers | 10.00 |
| DAILY DEMOCRAT | PROCEEDINGS | 105.45 |
| ECONO SIGNS | Signs/Post | 3,605.00 |
| HUFFMAN'S FARM AND HOME | supplies | 25.93 |
| CESSFORD CONSTRUCTION CO | Rock | 289.95 |
| CULLEN PEST CONTROL | pest control - depot/city hall | 150.00 |
| KELTEK INCORPORATED | trigger box | 169.00 |
| CITY OF WEST POINT | Chiefs Wages / Fuel | 3,444.94 |
| KEMPKERS TRUE VALUE | shipping | 11.76 |
| GPM | Front panel label | 278.48 |
| LEE CO AUDITOR | election fees | 438.34 |
| WEX BANK | gas | 410.84 |
| VERIZON | Data | 120.03 |
| BURLINGTON GLASS | desk glass | 577.96 |
| USPS | Waterbill postage | 193.80 |
| MICROBAC LABORATORIES | Testing | 15.00 |
| IOWA DEPARTMENT OF REVENE | Sewer Tax | 257.78 |
| IOWA DEPARTMENT OF REVENE | Water Excise Tax | 1,150.03 |
| RATHBUN REGIONAL WATER | bulk water | 5,305.60 |
| GWORKS | W2 forms | 46.19 |
| KOHLMORGAN HAULING | Garbage Collection | 5,440.00 |
| LYNCH DALLAS, P.C. | legal fees | 1,154.50 |
| RSM US LLP | IT Support | 519.00 |
| VERTICAL COMMUNICATIONS | phone | 56.70 |
| ION ENVIRONMENTAL SOLUT | Testing | 792.50 |
| KROGMEIER HAULING | hauling | 63.76 |
| T-MOBILE | Chief cellphone | 120.10 |
| EMBLEM ENTERPRISES | Patches | 376.82 |
| PAYROLL CHECKS | TOTAL PAYROLL CHECKS | 18,047.11 |
|  | CLAIMS TOTAL | 62,478.68 |