

LAKE PARK CITY COUNCIL
January 9, 2023

The following are the minutes as recorded by the City Clerk and are subject to council approval at the next regular meeting on 02-13-23

Lake Park City Council met in regular session on January 9, 2023. Members present: Baumgarn, Luitjens, Taber and Clerk Matthiesen. Absent: Kracht and Sohn. Others present: Dick Packebush, Jim Kessler, Austyn Wolfe, Shane Arndt and Shannon Landauer

Mayor Carstensen opened the regular meeting at 7:00pm.

Moved by Taber/Baumgarn to approve the consent agenda which includes: Minutes of 12-12-22 Meeting; Financial Reports; Payroll Summary Report; Bank Reconciliation: Approval of Bills for Payment. all ayes.

Moved by Luitjens/Baumgarn to approve regular agenda; all ayes.

REPORTS: Library, police and street reports were in the council packets.

BUSINESS:

Shannon Landauer, with Iowa Lakes Corridor, presented the council with an overview of what the Corridor has accomplished this past year and what their plans are for the coming year. She made a funding request for FY23-24 of \$2500.00. This is the same amount that was requested for FY22-23.

Jessica Amendt, with the Discovery House, could not attend so will be moved to February 13 agenda.

Moved by Baumgarn/Luitjens to approve Pay Application #21 with Christiansen Construction in the amount of \$88,704.03; all ayes.

Austyn Wolfe, with McClure Engineering, explained what the Certificate of Substantial Completion is and basically stated that the sewer plant is completely functional and that the items left to be finished have no effect on the operation of the system. He stated that most of the items will be completed within the next few weeks, but there will be some remaining items that will not be completed until spring. He stated that the final change order should be completed for the February meeting and he expects that all the change orders will result in the project coming in approx. \$150,000 under budget. He stated he is very happy with how the operation is running and was impressed to see DNR levels already being met. Moved by Taber/Baumgarn to approve the Certificate of Substantial Completion for the sewer project; all ayes.

Moved by Baumgarn/Luitjens to waive the Second Reading of Ordinance #4-22 –“AN ORDINANCE DESIGNATING THE CITY-WIDE URBAN REVITALIZATION AREA OF THE CITY OF LAKE PARK, IOWA”. All ayes. Motion carried.

Luitjens introduced and moved to adopt Ordinance #4-22–“AN ORDINANCE DESIGNATING THE CITY-WIDE URBAN REVITALIZATION AREA OF THE CITY OF LAKE PARK, IOWA”. Second by Taber. Roll call vote. Ayes-Baumgarn, Luitjens, Taber. Nays-none. Motion carried. This ordinance shall be in effect after its posting as required by law.

There was a lengthy discussion concerning what changes should be made to the residency requirement and call back. Most agreed that a response time should be considered rather than a mileage requirement. They would like to have some input from the employees on what they feel is a safe response time. They feel that the response time should be 15-20 minutes and this will be the recommendation that will be taken to the utility board when they discuss at their meeting.

Matthiesen went over the building permit changes that were made and the addition of an approval checklist to be completed before a building permit is approved. Moved by Luitjens/Baumgarn to approve the modified building permit application and approval checklist; all ayes.

There was discussion as to whether there was a need for an actual appointment of a zoning administrator assistant. Board members felt as long as a second person was involved in the site inspection there would be no need for an actual appointment.

Monday January 23, 2023 at 7:00pm was set for a budget workshop.

Moved by Baumgarn/Luitjens to Adopt Resolution #1-23--"RESOLUTION SETTING TIME AND PLACE FOR A PUBLIC HEARING FOR THE PURPOSE OF CONSIDERING THE MAXIMUM TAX DOLLARS FROM CERTAIN LEVIES FOR THE CITY'S PROPOSED FISCAL YEAR 2023-2024 BUDGET." Roll call vote; Ayes-Taber, Luitjens, Baumgarn. Nays-none. Resolution duly adopted.

Public Forum:

Council discussion, mayor's report, and administrators report were last items on the agenda.

Moved by Baumgarn/Luitjens to adjourn at 9:45PM; all ayes.

Matt Carstensen, Mayor

Marie Matthiesen, Clerk

The following are the bills approved at the L P Council meeting on 01-10-23 along with the bills of necessity.

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|--------------------------|-------------------------|----------|
| Collection Services | garnishment | 355.46 |
| Department of Treasury | 941 deposit pp 12/17 | 3345.13 |
| Ia Dept of Public Safety | on-line warrant service | 300.00 |
| Lake Park Fire Dept | FY22 call allowance | 15900.75 |
| Mary Schmidt | cleaning | 45.00 |
| Wellmark | health insurance | 5468.52 |
| Collection Services | garnishment | 355.46 |

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| Department of Treasury | 941 deposit pp 12/31 | 3941.68 |
| Ia Dept of Revenue | state withholding | 1592.00 |
| IPERS | IPERS | 6972.15 |
| Accredited Security | police supplies | 389.95 |
| Ahlers & Cooney | legal fees | 267.00 |
| Alpha Wireless | Qtrly network maint. | 412.69 |
| Amazon | books/supplies-library | 125.47 |
| AT & T Mobility | in car wireless | 41.27 |
| Baker & Taylor | books | 519.61 |
| Bomgaars | sewer/street supplies | 154.60 |
| Card Service Center | library/office/sewer supplies | 252.17 |
| Cengage Learning Inc | books | 47.98 |
| Center Point Large Print | lg print books | 23.37 |
| Century Link | phone | 395.84 |
| Century Link Business Service | long distance | 2.89 |
| City Laundering | rugs | 47.40 |
| Consumers Lumber Company | police/street/sewer supplies | 265.35 |
| CEA | fire/police/street fuel | 3528.96 |
| Demco | library supplies | 313.77 |
| Dickinson County IT | VPN annual support | 675.00 |
| Dickinson County News | publications | 155.19 |
| Electric Pump | park supplies/grinder pump | 4729.62 |
| Equipment Blades | wear bars/grader | 2297.00 |
| Fick's Ace Hardware | sewer supplies | 48.97 |
| Galls | police clothing/supplies | 549.33 |
| IGL Teleconnect | internet | 365.80 |
| Iowa Assoc. Mun. Utilities | gas training | 1070.00 |
| Iowa One Call | locates | 29.70 |
| Jacobsma Siding & Gutters | snow removal | 3250.00 |
| Lake Park Auto Parts | police/street/sewer supplies | 578.51 |
| LPMU | utilities | 7807.70 |
| Lake Park Welding | park/pool repairs | 594.60 |
| Layton's Backhoe Service | snow removal | 3712.50 |
| Luineaburg Waste Mfg. | sewer plant startup supplies | 1250.00 |
| Mary Schmidt | cleaning | 45.00 |
| Nebraska Municipal Power Pool | 2023 software maint. | 1608.00 |
| Ofc of State Auditor | exam filing fee | 175.00 |
| One Office Solution | copier | 200.71 |
| Shamrock Recycling | cardboard recycling | 745.10 |
| Spirit Lake Public Library | lib. Trustee training | 48.00 |
| T & C Tree Service | tree removal | 4532.50 |
| Titan Machinery | street supplies/repairs | 745.93 |
| Town & Country | garbage collection fees | 6464.72 |
| US Cellular | cell phones | 440.88 |
| US Post Office | box rent | 76.00 |
| Waste Management-DC | landfill fees | 4370.52 |
| Waste Management-WI | recycling fees | 4240.47 |
| Ziegler Cat | grader repairs/maint. | 1366.12 |
| Christiansen Construction Company | pay application #21 | 88704.03 |
| Shane Arndt | wages | 54243.08 |
| Juliana Baumgarn | wages | 437.50 |
| Cohen Carpenter | wages | 484.74 |
| Ryan Carpenter | wages | 65243.96 |
| Matthew Carstensen | wages | 3600.00 |
| Miranda Christenson | wages | 2193.20 |
| Paige Dagele | wages | 1677.72 |
| Larry Dalton | wages | 13208.09 |
| Delaney Deboom | wages | 1983.10 |
| Scott Gries | wages | 786.24 |
| Trevor Gries | wages | 874.68 |
| Debra Grubich | wages | 26667.42 |
| Jean Hawn | wages | 10122.97 |
| Zella Ingham | wages | 985.10 |
| Jeffrey Jacobsma | wages | 55203.99 |
| Wyatt Jurva | wages | 1933.20 |
| Thomas Kliver | wages | 5999.89 |
| Justin Kracht | wages | 350.00 |
| Neal Luitjens | wages | 455.00 |
| Marie Matthiesen | wages | 80016.47 |

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| Jacie Rueter | wages | 4129.84 |
| Tricia Rueter | wages | 4200.00 |
| Mary Schmidt | wages | 2576.83 |
| Joseph Sohn | wages | 315.00 |
| Shawn Syverson | wages | 294.98 |
| Gary Taber | wages | 490.00 |
| Arlene Tolsma | wages | 164.63 |
| Anthony Urwin | wages | 80671.69 |
| Ellen Wolfe | wages | 1052.64 |
| Marlin Zaiser | wages | 7591.72 |

RECAP OF REVENUES & EXPENDITURES BY FUND:

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|---------------------|---------------------|---------------------|
| General | \$60,879.79 | \$133,069.16 |
| RUT | 14,048.19 | 2,092.20 |
| Debt Service | 3,655.37 | 187,413.06 |
| Trust & Agency | 6,022.67 | 13,542.71 |
| L O S T | 54,898.48 | -0- |
| Sanitary Sewer | 38,633.58 | 69,028.21 |
| Capital Improvement | <u>19,479.75</u> | <u>113,774.26</u> |
| TOTALS: | \$197,617.83 | \$518,919.60 |