

**AGENDAS**  
**City Hall**  
**Webster City, Iowa**  
**January 21, 2019**  
**5:30 p.m.**

**FAIR HOUSING BOARD**

**ROLL CALL**

**Approval of Agenda**

1. Motion on Minutes of January 15, 2018
2. Motion to Elect Chairperson and Vice Chairperson.  
(*Current Mayor and Mayor Pro Tem*)
3. Motion on Appointment by the Chairperson of the Investigating Committee and such other offices as the Board may decide, as provided by Chapter 166, Title VI of the Code of Ordinances of Webster City, Iowa. City Code Section 166  
(*Current City Manager, City Clerk and Planning Director*)
4. Any other matters that may come before the Board
5. Adjourn Fair Housing Board meeting

**CITY COUNCIL MEETING**

**ROLL CALL**

**Approval of Agenda**

**Pledge of Allegiance**

**A. PETITIONS – COMMUNICATIONS – REQUESTS**

This is the time of the meeting that a citizen may address the Council on a matter not on the Agenda.

Except in cases of emergency, the City Council will not take any action at this meeting, but may ask the City Staff to research the matter or have the matter placed on the Agenda for a future meeting.

**1. Public Information**

**B. MINUTES AND CLAIMS**

The following items have been deemed to be non-controversial, routine actions to be approved by the Council in a single motion.

If a Council member, or a member of the audience wishes to have an item removed from this list, it will be considered in its normal sequence on the Agenda.

1. [Minutes](#) of January 7, 2019.
2. [Resolution](#) on [Payroll](#) for the period ending January 5, 2019 and paid on January 11, 2019
3. [Resolution](#) on [Bills](#) [Fund List](#)

#### **C. GENERAL AGENDA**

1. Presentation by Williams & Company P.C. on the 2017-2018 City of Webster City Audit.
  1. a. Motion accepting and placing on file the 2017-2018 City of Webster City Audit
2. [COUNCIL MEMORANDUM](#): [Resolution](#) providing for [Notice](#) of Hearing on proposed Plans and Specifications and proposed Form of Contract and Estimate of Cost for construction of Ingraham Water Main Repair Project. (Feb 18 5:35 pm) [EngrLtr1-14](#)
3. [COUNCIL MEMORANDUM](#): [Resolution](#) providing for [Notice](#) of Hearing on proposed Plans and Specifications and proposed Form of Contract and Estimate of Cost for construction of 2019 Street Improvement Project. (Feb 18 5:35 pm) [EngrLtr1-14](#)
4. [COUNCIL MEMORANDUM](#): Motion on request from Waste Water Plant Supervisor to proceed with emergency repairs on the Final Clarifier Gearbox at the Waste Water Plant. [Quote](#)
5. [COUNCIL MEMORANDUM](#): Motion on request from Engineering Tech/ Project Coordinator to seek bids for Street Line Striping Services.
6. [COUNCIL MEMORANDUM](#): Motion on request from Engineering Tech/Project Coordinator to seek proposals for Sanitary and Storm Sewer Services
7. [COUNCIL MEMORANDUM](#): [Resolution](#) accepting and approving acquisition of property generally located at 1021 Clark Street in the City of Webster City, Hamilton County, Iowa. [Court Order](#)
8. [COUNCIL MEMORANDUM](#): Motion on request from Administrative Services Director to seek proposals for Executive Recruitment Services. [RFP](#)
9. [COUNCIL MEMORANDUM](#): Motion approving Memorandum of Understanding on Volunteer Fire Assistance Program Cost Share Grant from Iowa Department of Natural Resources for purchase of various fire equipment. [Documents](#)

10. **COUNCIL MEMORANDUM:** Motion on request for two Handicapped Parking Stalls at 719 and 715 Des Moines Street  
**Traffic Min** **Map**
11. **COUNCIL MEMORANDUM:** Motion to renew retainer **Agreement** with inTANDEM Marketing for Website, Marketing, Social Media and related services. **Document**

**D. REPORTS AND RECOMMENDATIONS OF OFFICERS, BOARDS AND COMMISSIONS:**

The following items have been deemed to be non-controversial, routine actions to be approved by the Council in a single motion. If a Council member, or a member of the audience wishes to have an item removed from this list, it will be considered in its normal sequence on the Agenda.

1. Motion to accept and place on file the **Planning and Zoning** Commission meeting minutes of January 14, 2019.
2. Motion to accept and place on file the **City Manager December** Reports Electric Wastewater Water ElectricYTD WaterYTD **Code Enforcement**
3. Motion to accept and place on file the **Police Department** December report
4. Motion to accept and place on file the **Fire Department** December report
5. .Motion to accept and place on file the **Hamilton County Solid** Waste Commission January Agenda Packet.
6. Council Committee Reports
7. Other reports and recommendations.

**E. CLOSED SESSION**

1. Meet in Closed Session for the purpose of holding a strategy meeting in connection with collective bargaining with the Fire Department Unit, as authorized by Chapters 20.17 and 21.5 of the Iowa Code.

**RETURN TO OPEN SESSION**

**F. ADJOURN regular City Council meeting.**

NOTE: The Council may act by motion, resolution or ordinance on items listed on the Agenda.



**FAIR HOUSING BOARD MEETING MINUTES**  
**Webster City, Iowa     January 15, 2018**

The Fair Housing Board met in regular session at the City Hall, Webster City, Iowa at 7:55 p.m. January 15, 2018 following the regular City Council Meeting, upon call of the mayor and the advance agenda. The meeting was called to order by Mayor John Hawkins and roll being called there were present: John Hawkins, Matt McKinney, Brian Miller, Jim Talbot and Logan Welch.

It was moved by McKinney and seconded by Miller to approve the agenda.

ROLL CALL:             Hawkins, McKinney, Miller, Talbot and Welch voting aye.

1. It was moved by Welch and seconded by Talbot that the minutes of the January 16, 2018 meeting be approved.

ROLL CALL:             McKinney, Miller, Talbot, Welch and Hawkins voting aye.

2. It was moved by Welch and seconded by Talbot that a motion authorizing the Mayor (John Hawkins) to serve as Chairperson and the Mayor-Pro Tem (Brian Miller) to serve as Vice-Chairperson be approved.

ROLL CALL:             Miller, Talbot, Welch, Hawkins and McKinney voting aye.

3. It was moved by Welch and seconded by McKinney that the Appointment by the Chairperson of the City Manager, City Clerk and City Planning Director to the Investigating Committee and such other offices as the Board may decide, as provided by Chapter 166, Title VI of the Code of Ordinances of Webster City, Iowa be approved.

ROLL CALL:             Talbot, Welch, Hawkins, McKinney and Miller voting aye.

4. Other matters: None brought forth.

It was moved by Miller and seconded by Talbot that the Fair Housing Board adjourn.

ROLL CALL:             Welch, Hawkins, McKinney, Miller and Talbot voting aye.

The January 15, 2018 Fair Housing Board stood adjourned at 7:57 p.m.



## TITLE VI - REGULATION OF BUSINESS AND VOCATIONS

CHAPTER 166  
FAIR HOUSING PRACTICES AND STANDARDS

166.01 Purpose	166.10 Charge
166.02 Definitions	166.11 Notice to Iowa Civil Rights Commission
166.03 Unfair or Discriminatory Housing Practices	166.12 Investigation for Probable Cause
166.04 Unfair or Discriminatory Housing Practices By Lending Institutions	166.13 No Probable Cause
166.05 Aiding or Abetting	166.14 Probable Cause
166.06 Exceptions	166.15 Conciliation
166.07 Fair Housing Board	166.16 Proceedings Upon Failure to Conciliate
166.08 Conduct of Board	166.17 Public Hearing
166.09 Powers of Board	166.18 Remedy
	166.19 Suit to Enforce

166.01 PURPOSE. The purpose of this chapter is to establish standards to insure that all residents in the City may purchase or rent adequate housing facilities of their choice without regard to their race, color, creed, religion, national origin, age, sex or handicap.

166.02 DEFINITIONS. For use in this chapter the following terms are defined:

1. "Unfair practice" or "discriminatory practice" means any of those practices specified as unfair or discriminatory in Section 166.03 of this chapter.
2. "Commission" means the Iowa State Civil Rights Commission created by Chapter 601A of the Code of Iowa.
3. "Commissioner" means a member of said commission.
4. "Handicap" means the physical or mental condition of a person which constitutes a substantial disability.
5. "Housing" means any building, structure, or facility, or portion thereof, that is used or occupied or is intended, arranged, or designed to be used or occupied as the home, residence or sleeping place of one or more individuals, groups or families, and any vacant land offered for sale or lease for the purpose of constructing or locating such building, structure, facility and includes any interest in housing as so defined, fee simple, leasehold or other.

6. "Lending institution" means any bank, insurance company, savings and loan association or any other person regularly engaged in the business of lending money or guaranteeing loans.

**166.03 UNFAIR OR DISCRIMINATORY HOUSING PRACTICES.** It shall be an unfair or discriminatory practice for any owner, or person acting for an owner, of rights to housing or real property, with or without compensation, including but not limited to persons licensed as real estate brokers or salespersons, attorneys, auctioneers, agents or representatives by power of attorney or appointment, or any person acting under court order, deed of trust, or will:

1. Refuse to Sell, Rent or Lease. To refuse to sell, rent, or lease, assign or sublease any real property or housing accommodation or part, portion or interest therein, to any person because of the race, color, creed, religion, national origin, handicap, age or sex of such person.

2. Discriminate. To discriminate against any person because of his race, color, creed, religion, national origin, handicap, age, or sex in the terms, conditions or privileges of the sale, rental, lease assignment or sublease of any real property or housing accommodation or any part, portion or interest therein.

3. Advertising. To directly or indirectly advertise, or in any other manner indicate or publicize that the purchase, rental, lease, assignment or sublease of any real property or housing accommodation or any part, portion or interest therein, by persons of a particular race, color, creed, religion, national origin, handicap, age, or sex is unwelcome, objectionable, not acceptable or not solicited.

4. Terms or Conditions. To include in the terms or conditions of any sale, lease, sublease, rental, assignment or other transfer of housing any condition or provision that purports to forbid or discourages or attempts to discourage the ownership, leasing, possession, occupancy or use of such housing by persons because of race, color, religion, ancestry or national origin, handicap, age, or sex.

5. Coercion. Directly or indirectly to cause or coerce, or attempt to cause or coerce, any person to do any act declared to be an unlawful housing practice, or to engage in economic

reprisal or otherwise retaliate, or to cause or coerce or attempt to cause or coerce another person to engage in economic reprisal or otherwise retaliate, against any person because such person has opposed an unlawful housing practice or has filed a complaint, testified, assisted or participated in any manner in any investigation, proceeding or hearing under this chapter.

**166.04 UNFAIR OR DISCRIMINATORY HOUSING PRACTICES BY LENDING INSTITUTIONS.** It shall be an unlawful housing practice for any lending institution to discriminate in lending money, guaranteeing loans, accepting mortgages or otherwise making available money for the purchase, acquisition, construction, alteration, repair or maintenance of any housing or to discriminate in the extension of service in connection therewith because of race, color, religion, ancestry or national origin, age, handicap or sex.

**166.05 AIDING OR ABETTING.** It shall be unfair or discriminatory practice for any person to intentionally aid, abet, compel or coerce another person to engage in any of the practices declared unfair or discriminatory by this chapter.

**166.06 EXCEPTIONS.** The provisions of this chapter shall not apply to:

1. Religion. Any bona fide religious institution with respect to any qualifications it may impose based on religion, when such qualifications are related to a bona fide religious purpose.
2. Owner Occupied Duplex. The rental or leasing of a housing accommodation in a building which contains housing accommodations for not more than two families living independently of each other, if the owner or members of the owner's family reside in one of such housing accommodations.
3. Rental of Rooms. The rental or leasing of less than six rooms within a single housing accommodation by the occupant or owner of such housing accommodation, if the owner or member of the owner's family resides therein.

**166.07 FAIR HOUSING BOARD.** There is hereby created a Fair Housing Board of the City, hereinafter referred to as the Board, which shall consist of the elected Council Members. The terms for those on the Board shall be the same terms that each elected Council Member holds for said Council office.



166.08 CONDUCT OF BOARD. The Board shall:

1. Officers. Hold one meeting in the month of January to elect a chairperson and vice chairperson and such other officers as the Board may decide. All officers shall be members of the Board.
2. Quorum. A quorum shall be three (3) members of the Board.
3. Meetings. Hold all other meetings at the call of the chairperson, vice chairperson or any three members of the Board by giving at least 48 hours notice to every member of the Board. The call for a meeting shall include an agenda and only matters included in that agenda may be discussed at the meeting. If all members of the Board agree in writing, prior notice of 48 hours to a meeting may be waived.
4. Expenses and Compensation. Receive actual and necessary expenses incurred within the limits established in City budget. Members of the Board shall receive no compensation.
5. Rules. Adopt, amend or rescind such rules as may be necessary for the conduct of its business.

166.09 POWERS OF BOARD. The Board shall have the following powers and duties:

1. Complaints. To receive, investigate, and pass upon charges or complaints alleging unfair or discriminatory practices, as provided in Section 166.03 of this chapter.
2. Reduce Discrimination. To investigate and study the existence, character, causes, and extent of discrimination in housing in the City and to attempt the elimination of such discrimination by education and conciliation.
3. Reports and Publications. To issue such publications and reports of investigations and research as in the judgment of the Board shall tend to promote good will among the various racial, religious and ethnic groups of the City and which shall tend to minimize or eliminate discrimination in housing because of race, creed, color, national origin, religion or ancestry.
4. Report to Council. To prepare and transmit to the Mayor and Council from time to time, but not less often than once

each six months, reports describing its proceedings, investigations, hearings conducted and the outcome thereof, decisions rendered, and the other work performed by the Board.

5. Recommendations. To make recommendations to the Mayor and Council for such further legislation concerning discrimination because of race, creed, color, national origin, religion, or ancestry as it may deem necessary and desirable.

6. Cooperate With Others. To cooperate, within the limits of any appropriations made for its operation, with other agencies or organizations, both public and private, whose purposes are not inconsistent with those of this chapter, and in the planning and conducting of programs designed to eliminate racial, religious, cultural and inter-group tensions in housing.

166.10 CHARGE. Charges may be made as follows:

1. Who May File. Any person claiming to be aggrieved by a discriminatory or unfair practice in housing within the City may, alone or by an attorney, make, sign, and file a verified written charge of discriminatory practice. The Board, a member of the Board, the City Attorney, or the Iowa State Civil Rights Commission may in like manner make, sign and file such charge.

2. Filing. Charges may be filed with any member of the Board, with the director or secretary of the Board or with the Clerk.

3. Time of Filing. Any charge filed under this chapter shall be so filed within sixty (60) days after the most recent act constituting the alleged discriminatory or unfair practice in housing.

166.11 NOTICE TO IOWA CIVIL RIGHTS COMMISSION. Notice shall be given the Iowa Civil Rights Commission as follows:

1. Manner of Notice. The secretary of the Board shall immediately notify the Iowa Civil Rights Commission in writing of the filing of a charge under this chapter by forwarding a copy of the charge, and shall provide such other and further information thereon as from time to time the Board shall deem proper.

2. Time of Notice. Whenever this chapter requires the Board or its secretary to notify the Iowa Civil Rights

Commission of any matter, it shall be the duty of the secretary of the Board to transmit such notice or information in writing within five (5) days of the event giving rise to the duty to give notice or information.

166.12 INVESTIGATION FOR PROBABLE CAUSE. Investigation for probable cause shall be conducted in accordance with the following:

1. Investigating Committee. Within five (5) days after the filing of a charge, the chairperson of the Board, or in the absence of or upon failure of the chairperson to act, the vice chairperson or other member designated by the Board, shall designate two or more members of the Board or one or more members of the staff of the Board to investigate the charge. Said person or persons are hereafter designated as the "investigating committee." If two or more persons are members of the investigating committee, the vote of a majority shall determine all questions. If the members of the investigating committee are equally divided on some issue, the chairperson of the investigating committee shall have an additional vote.

2. Procedure. The investigating committee shall first determine whether probable cause exists to believe that the person charged in the charge has committed an unfair or discriminatory practice. The investigating committee shall take the sworn testimony of the complainant and such other evidence as it deems relevant. The proceedings of the investigating committee shall be in executive session.

166.13 NO PROBABLE CAUSE. Upon a finding of no probable cause, the following procedures shall be followed:

1. Investigating Committee. If the investigating committee shall find no probable cause to believe that the person charged has committed an unfair or discriminatory practice, it shall report the same to the Board and shall notify the complainant in writing by registered or certified mail.

2. Failure of Complainant to Object. If the complainant fails to object to such findings within ten (10) days of delivery of such written notice, the Board shall close the case. The secretary of the Board shall report such fact to the Iowa Civil Rights Commission.

3. Objection by Complainant. If the complainant objects in writing to such findings within ten (10) days of delivery of such written notice, the Board shall hear the complainant's



evidence in an executive session. If the Board finds no probable cause to believe that the person charged has committed an unfair or discriminatory practice, it shall declare the case closed. If the Board finds probable cause to exist, it shall take further proceedings as are provided in the following sections of this chapter.

166.14 PROBABLE CAUSE. Upon report or finding of probable cause the following procedures shall be followed:

1. Investigating Committee. If the investigating committee shall find probable cause to believe that the person charged has committed an unfair or discriminatory practice, it shall report the same to the Board.

2. Conciliation. If the Board shall find, on the report of the investigating committee or on its own investigation as provided in Section 166.13 of this chapter probable cause to believe that the person charged has committed an unfair or discriminatory practice as defined by this chapter, it shall direct appropriate person or persons to attempt to conciliate the matter, and it shall issue a cause to be served upon such person charged a notice stating the charges against such person and requesting the cooperation of the person charged in conciliation. Service of the notice may be registered or certified mail or by any means provided for the service of original notices in civil actions.

3. Public Hearing. If the Board shall find that probable cause does exist to believe that the person charged has committed an unfair or discriminatory practice as defined by this chapter and the Board also has probable cause to believe based on past experience or on the surrounding circumstances of the charge in question that conciliation will not be successful, the Board may file a complaint for a public hearing as provided by Section 166.17 of this chapter without conducting conciliation proceedings.

166.15 CONCILIATION. The proceedings toward conciliation shall be:

1. Prepared Conciliation Agreement. If the person or persons directed to conciliate succeed in conciliation, they shall report to the Board and shall submit a proposed written conciliation agreement. The conciliation agreement shall be effective only if approved by the person charged and by the Board. The complainant shall have an opportunity to be heard as to the terms of the conciliation agreement shall be effective only if approved by the person charged and by the Board.

The complainant shall have an opportunity to be heard as to the terms of the conciliation agreement, but the Board may act without said complainant's approval.

2. Agreement Accepted By Board. If the Board accepts the conciliation agreement, it shall close the case, subject to whatever continuing supervision of the charged party is provided in the agreement. If the Board accepts the conciliation agreement, it shall communicate the terms of the agreement to the Iowa Civil Rights Commission.

3. Agreement Rejected By Board. If the Board rejects the conciliation agreement, it may either direct that further attempts at conciliation be made or it may file its complaint of the discriminatory practice charged and proceed as provided in the following sections of this chapter. It shall notify the Iowa Civil Rights Commission of the rejection of the proposed agreement and of the action taken.

166.16 PROCEEDINGS UPON FAILURE TO CONCILIATE. If after attempts to conciliate, the person or persons directed to conciliate shall find that they are unable to conciliate the matter, they shall report the same in writing to the Board. If the Board determines the charge to be well founded, it may then file its complaint of the discriminatory practice charged. If the Board determines the charge not to be well founded, it shall declare the case closed and shall so notify the parties. In either event, the Board shall notify the Iowa Civil Rights Commission of the failure of conciliation efforts and of the action taken.

166.17 PUBLIC HEARING.

1. Notice and Hearing. Upon filing the complaint, the Board shall issue and cause to be served on the person charged a notice, containing a copy of the complaint and a notice of the time and place at which the hearing will be held on the complaint. The hearing must be held not less than ten (10) days after the issuance of the notice and must be held in a building open to the public in the City. The Board may adjourn the hearing from time to time.

2. Rights of Person Charged. The person charged shall have the right to file a written answer to the complaint, to appear in person or by attorney at the hearing, to testify, to call witnesses, and to cross-examine any witnesses who appear.

3. Complaint Amended. The Board shall have the power to amend, reasonably and fairly, the complaint and the party charged shall have the power to amend, reasonably and fairly, the answer to said complaint at any time before a final order is entered in the case.

4. City Attorney. The City Attorney or any attorney designated by the City Attorney shall conduct the case on behalf of the Board. If the City Attorney is unable to conduct the case by reason of conflict of interest or otherwise, the Council may appoint a special attorney to conduct the case on behalf of the Board. The complainant may introduce further evidence to support the claims alleged in the charge, either in person or by attorney. No member of the investigating committee shall participate in the deliberations of the Board on the case except as a witness.

5. Failure to Appear. If the person charged shall fail to file an answer to the complaint, or shall fail to appear in person or by attorney at the hearing, the Board shall proceed to consider the testimony offered and shall base its decision thereon.

6. Oath - Codes of Evidence. The evidence shall be taken under oath. The Board shall not be bound by the strict rules of evidence prevailing in courts of law or equity, but the right of cross-examination shall be preserved.

166.18 REMEDY. After a public hearing on a complaint is concluded, the board shall within 5 days issue a written finding of facts which states whether any person charged in the complaint has engaged in or is engaging in the unfair or discriminatory practice complained of. If the Board finds a violation of the chapter, it shall order the person to cease and desist from the unfair or discriminatory practice and to take such affirmative action as necessary to remedy the practice. If the Board finds no violation, it shall issue a written finding of facts and dismiss the complaint.

166.19 SUIT TO ENFORCE. The Board may within two (2) years after entry of any order under Section 166.18 of this chapter, direct the City Attorney to bring a suit in the district court of the County for an injunction to compel obedience to its order.



**CITY COUNCIL MEETING MINUTES**  
**Webster City, Iowa January 7, 2019**

The City Council met in regular session at the City Hall, Webster City, Iowa at 5:30 p.m. on January 7, 2019 upon call of the Mayor and the advance agenda. The meeting was called to order by Mayor John Hawkins and roll being called there were present John Hawkins, Mayor in the chair, and the following Council Members: Matt McKinney, Brian Miller Jim Talbot and Logan Welch.

It was moved by Talbot and seconded by Welch to approve the agenda.

ROLL CALL: Hawkins, McKinney, Miller, Talbot and Welch voting aye.

Mayor John Hawkins led the Pledge of Allegiance

**PETITIONS – COMMUNICATIONS – REQUESTS**

None brought forth.

**PUBLIC INFORMATION**

Mayor Hawkins advised of the Health Fair to be held January 12 from 9 a.m. to 1 p.m. at Fuller Hall. There are currently 30 vendors registered and free usage of the Center's facilities will be offered for the day.

**APPOINTMENTS OF OFFICERS**

**It was moved by McKinney and seconded by Talbot that the following appointments, Agenda items numbered 1 – 12 be approved collectively:**

1. Appointment by the City Council of Karyl K. Bonjour as City Clerk for the two year term ending December 31, 2020.
2. Appointment by the City Council of Elizabeth Ann Smith as the Deputy City Clerk for the two year term ending December 31, 2020.
3. Appointment by the City Council of Zachary Chizek as the City Attorney for the two year term ending December 31, 2020.
4. Appointment of Adam Dickinson as representative and Ken Wetzler as alternate representative to the North Iowa Municipal Electric Cooperative Association for the year 2019.
5. Appointment of Brian Stroner as Right To Know Coordinator for the year 2019.
6. Appointment of Kent Harfst as representative to the Greenbelt Advisory Commission for the year 2019.
7. Appointment of the City Manager as representative to the Hamilton County Communication Service Advisory Board (E911) for the year 2019.
8. Appointment of John Hawkins as representative and Charles Stansfield as alternate representative to the Hamilton County Emergency Management Board for the year 2019.
9. Appointment of John Hawkins to the Hamilton County Resource Enhancement Committee for the year 2019.
10. Appointment of Kent Harfst as representative and Matt Alcazar as alternate representative to the MIDAS Transportation Advisory Committee for the year 2019.
11. Appointment of Brian Miller as representative to serve on the board of the Webster City Day Care for the year 2019.

12. Appointment of Logan Welch as representative to serve on the board of the Riverview Early Childhood Center for the year 2019.

ROLL CALL: McKinney, Miller, Talbot, Welch and Hawkins voting aye.

13. It was moved by Miller and seconded by Welch that the Appointment of the Daily Freeman Journal as the Official Newspaper for the year 2019 be approved.

ROLL CALL: Miller, Talbot, Welch, Hawkins and McKinney voting aye.

**It was moved by Talbot and seconded by Miller that the following Resolutions, agenda items numbered 14-18, be passed and adopted collectively:**

14. That Resolution No. 2019-001 authorizing the City Finance Director to invest City Funds be passed and adopted.

15. That Resolution No. 2019-002 authorizing City Clerk to issue warrants in payment of certain types of expenditures be passed and adopted.

16. That Resolution No. 2019-003 authorizing City Clerk to issue and deliver warrants for the payroll upon receiving approval by the City Manager be passed and adopted.

17. That Resolution No. 2019-004, a Resolution of purpose providing for expenditures of Economic Development funds be passed and adopted.

18. That Resolution No. 2019-005 setting dates and time for regular meetings of the City Council for 2019 be passed and adopted.

ROLL CALL: Talbot, Welch, Hawkins, McKinney and Miller voting aye.

#### **MINUTES AND CLAIMS**

It was moved by Welch and seconded by McKinney that the following motion and Resolutions be approved and adopted collectively:

1. That the meeting Minutes of December 17, 2018 be approved.

2. That Resolution No. 2019-006 approving Payroll for the period ending December 22, 2018 and paid on December 28, 2018 in the amount of \$156,394.71 be passed and adopted.

3. That Resolution No. 2019-007 approving Bills paid in the amount of \$432,108.08 be passed and adopted and the Fund List be approved.

ROLL CALL: Welch, Hawkins, McKinney, Miller and Talbot voting aye.

#### **GENERAL AGENDA**

1. Jane Adams, Director of YSS of Hamilton County gave a presentation on new and ongoing programs and services offered by YSS and thanked the City Council for their continued support.

2. It was moved by Welch and seconded by McKinney that the Minutes/ Recommendation from the Planning and Zoning Commission of December 18, 2018 be accepted and placed on file.

ROLL CALL: Hawkins, McKinney, Miller, Talbot and Welch voting aye.

3. It was moved by Welch and seconded by McKinney that Resolution No. 2019-008 setting January 28, 2019 at 6:05 p.m. at City Hall, Webster City Iowa for a Public Hearing at which the City Council of the City of Webster City proposes to take action on the continuation of the SSMID (Downtown Webster City Self-Supported Municipal Improvement District) be passed and adopted.

ROLL CALL: McKinney, Miller, Talbot, Welch and Hawkins voting aye.

**City Council Meeting Minutes, January 7, 2019**

4. It was moved by Miller and seconded by McKinney that Resolution No. 2019-009 setting February 18, 2019 at 5:35 p.m. at City Hall, Webster City, Iowa for a Public Hearing on proposed Plans and Specifications and proposed Form of Contract and Estimate of Cost for Construction of 2019 Millards Lane Box Culvert Replacement Project be passed and adopted.

ROLL CALL: Miller, Talbot, Welch, Hawkins and McKinney voting aye.

5. It was moved by McKinney and seconded by Welch that the request from Community Vitality Director to subscribe to the Locable Service (Community Calendar) in an amount up to \$3,500.00 be approved.

ROLL CALL: Talbot, Welch, Hawkins, McKinney and Miller voting aye.

Lindsay Henderson, Community Vitality Director, gave additional details on this service. Tiffany Larson and Loween Getter also spoke in favor of the subscription with Locable Service which will provide a more thorough and much needed Community Calendar.

**REPORTS AND RECOMMENDATIONS OF OFFICERS,  
BOARDS AND COMMISSIONS**

None brought forth

**COUNCIL COMMITTEE REPORTS**

None brought forth.

**OTHER REPORTS AND RECOMMENDATIONS:**

None brought forth

**OTHER ITEMS SENT TO COUNCIL**

1. The City Attorney update/report dated 1/2/19 was previously given to Council Members for review.

It was moved by Talbot and seconded by Miller that Council adjourn.

ROLL CALL: Welch, Hawkins, McKinney, Miller and Talbot voting aye.

The January 7, 2019 regular City Council Meeting stood adjourned at 6:07 p.m.

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John Hawkins, Mayor

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Karyl K. Bonjour, City Clerk

**RESOLUTION NO. 2019 -**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEBSTER CITY,  
IOWA:**

That the payroll for the 80 hour period ending January 5, 2019 and paid on  
January 11, 2019 aggregating the sum of \$158,388.82 herewith presented,  
be and the same is hereby approved.

Passed and adopted this 21<sup>st</sup> day of January, 2019.

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John Hawkins, Mayor

**ATTEST:**

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Karyl K. Bonjour, City Clerk



Employee Number	Name	Total Gross Amount	Total Gross Hours	3-00 OT no pen Emp Amt	4-00 OT pension Emp Amt	5-00 DBL OT np Emp Amt	6-00 DBL OT pen Emp Amt	23-00 OTHER pen Emp Amt	24-00 OTHER np Emp Amt	85-00 NET PAY Emp Amt	86-00 DIRECT DEP Emp Amt
61171	ROE, DONALD J.	1,316.80	80.00	.00	.00	.00	.00	.00	.00	.00	578.34
Total BUILDING:											
	1	1,316.80	80.00	.00	.00	.00	.00	.00	.00	.00	578.34
11183	HAWKINS, JOHN C.	60.00	.00	.00	.00	.00	.00	60.00	.00	.00	55.36
11184	MCKINNEY, MATTHEW L.	100.00	.00	.00	.00	.00	.00	100.00	.00	.00	92.26
11186	MILLER, BRIAN S.	100.00	.00	.00	.00	.00	.00	100.00	.00	92.35	.00
11188	TALBOT, JAMES M.	100.00	.00	.00	.00	.00	.00	100.00	.00	92.35	.00
11185	WELCH, LOGAN A.	100.00	.00	.00	.00	.00	.00	100.00	.00	.00	92.26
Total CITY COUNCIL:											
	5	460.00	.00	.00	.00	.00	.00	460.00	.00	184.70	239.88
60722	CHELESVIG, BETH A.	2,803.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,827.39
61220	HENDERSON, LINDSAY E.	2,284.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,682.92
60003	SMITH, ELIZABETH A.	1,976.80	80.00	.00	.00	.00	.00	.00	.00	.00	1,322.64
Total CITY MANAGER:											
	3	7,064.00	240.00	.00	.00	.00	.00	.00	.00	.00	4,832.95
30980	STRONER, BRIAN M.	2,530.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,769.15
Total ENVIRONMENTAL/SAFETY:											
	1	2,530.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,769.15
61164	BONJOUR, KARYL K.	2,092.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,372.76
61180	GRIMSHAW, STACY M.	1,455.20	80.00	.00	.00	.00	.00	.00	.00	.00	885.50
61190	NERLAND, DEDRA R.	1,496.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,045.52
61163	PEVESTORF, ELIZABETH J.	1,717.61	80.00	.00	.00	.00	.00	.00	.00	.00	1,246.61
30329	WOLFGRAM, DOREEN A.	2,797.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,927.47
Total FINANCE OFFICE:											
	5	9,558.41	400.00	.00	.00	.00	.00	.00	.00	.00	6,477.86
41263	ESTLUND, JEROMY J.	2,402.62	126.00	.00	.00	286.88	.00	.00	.00	.00	1,656.47
41410	FEICKERT, BRENT R.	40.00	.00	.00	.00	.00	.00	40.00	.00	.00	36.94
41395	FEICKERT, DAKOTA L.	28.00	.00	.00	.00	.00	.00	28.00	.00	.00	23.94
41038	FERGUSON, WILLIAM M.	40.00	.00	.00	.00	.00	.00	40.00	.00	34.22	.00
41438	FRAKES, JUSTIN M.	20.00	.00	.00	.00	.00	.00	20.00	.00	.00	18.47
41260	FRAZIER, LOGAN W.	40.00	.00	.00	.00	.00	.00	40.00	.00	36.94	.00
41432	HANSON, STEVEN M.	280.00	18.00	.00	.00	.00	.00	28.00	.00	.00	252.58
40971	HAYES, BRANDON W.	3,178.96	134.00	.00	.00	643.84	.00	.00	160.96	.00	2,334.10
41445	HAYES, HARRISON W.	40.00	.00	.00	.00	.00	.00	40.00	.00	36.94	.00
41441	HAYES, HUNTER W.	40.00	.00	.00	.00	.00	.00	40.00	.00	36.94	.00
40031	HOLST, RONALD W.	40.00	.00	.00	.00	.00	.00	40.00	.00	34.22	.00
41192	JESSEN, PHILLIP N.	80.00	.00	.00	.00	.00	.00	80.00	.00	68.43	.00
41200	MADSEN, TODD M.	40.00	.00	.00	.00	.00	.00	40.00	.00	.00	34.22
41377	RATCLIFF, BRETT D.	20.00	.00	.00	.00	.00	.00	20.00	.00	18.47	.00
41219	SOWLE JR., ANDREW W.	2,429.28	118.00	.00	.00	.00	.00	.00	154.24	.00	1,641.53
41400	STANSFIELD, CHARLES T.	2,759.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,884.74
41436	STENSLAND, CALEB W.	40.00	.00	.00	.00	.00	.00	40.00	.00	36.94	.00
41029	STEWART, EARL L.	40.00	.00	.00	.00	.00	.00	40.00	.00	.00	36.94
41088	TOLLE, PAUL A.	40.00	.00	.00	.00	.00	.00	40.00	.00	34.22	.00
41216	WEINSCHENK, KENRIC J.	20.00	.00	.00	.00	.00	.00	20.00	.00	.00	18.47
41213	WILLIAMS, ZACHARY W.	40.00	.00	.00	.00	.00	.00	40.00	.00	.00	34.22

Employee Number	Name	Total Gross Amount	Total Gross Hours	3-00 OT no pen Emp Amt	4-00 OT pension Emp Amt	5-00 DBL OT np Emp Amt	6-00 DBL OT pen Emp Amt	23-00 OTHER pen Emp Amt	24-00 OTHER np Emp Amt	85-00 NET PAY Emp Amt	86-00 DIRECT DEP Emp Amt
40815	WILLS, DON H.	40.00	.00	.00	.00	.00	.00	40.00	.00	34.22	.00
41340	YOUNGDALE, COLE C.	20.00	.00	.00	.00	.00	.00	20.00	.00	18.47	.00
41270	ZEHNER, DONALD F.	40.00	.00	.00	.00	.00	.00	40.00	.00	.00	36.94
Total FIRE DEPARTMENT:											
		24	11,758.06	476.00	.00	.00	930.72	.00	736.00	315.20	8,009.56
61218	TIMM, ELISE	1,825.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,278.67
Total INSPECTION:											
		1	1,825.60	80.00	.00	.00	.00	.00	.00	.00	1,278.67
31210	BARNES, DERRICK S.	1,936.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,314.07
31185	CASEY, DANA R.	2,530.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,726.56
31190	DAYTON, BRYAN K.	2,044.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,431.56
30678	DICKINSON, ADAM L.	3,298.24	88.00	.00	.00	.00	.00	.00	.00	.00	2,214.09
31208	HUGHES, NATHAN R.	1,935.21	80.00	.00	.00	.00	.00	.00	.00	.00	1,360.96
31184	MOURTON, RUSSELL E.	2,530.41	80.00	.00	.00	.00	.00	.00	.00	.00	1,364.21
31186	ORTON, RYAN D.	2,878.35	90.00	.00	94.89	.00	.00	.00	.00	.00	1,875.59
30918	PARKHILL, MARTY E.	2,757.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,889.12
31077	PETERSBURG, RYAN W.	2,757.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,574.73
Total LINE DEPARTMENT:											
		9	22,667.81	738.00	.00	94.89	.00	.00	.00	.00	14,750.89
30976	MADSEN, TODD M.	1,593.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,150.75
31188	PASCHKE, RODNEY A.	1,532.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,100.50
Total METER DEPARTMENT:											
		2	3,125.60	160.00	.00	.00	.00	.00	.00	.00	2,251.25
60421	WETZLER, KARLA J.	2,593.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,872.46
Total PLANNING/ZONING:											
		1	2,593.60	80.00	.00	.00	.00	.00	.00	.00	1,872.46
40540	AREND, PEGGY J.	2,037.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,263.16
41435	ARONSON, ALISSA A.	1,833.28	88.00	.00	.00	.00	279.36	.00	.00	.00	1,312.72
41360	DURNELL, KAYCE J.	1,847.60	84.00	.00	.00	.00	147.68	.00	.00	.00	1,313.17
41390	NOWELL, TANNER J.	1,493.04	80.00	.00	.00	.00	.00	.00	.00	.00	1,081.51
41074	SCHULZ, RHONDA F.	2,116.96	88.00	.00	.00	.00	331.84	.00	.00	.00	1,357.85
41207	WINDSCHITL, JOAN E.	1,860.70	80.00	.00	.00	.00	.00	.00	.00	.00	1,184.87
Total POLICE DEPARTMENT-D:											
		6	11,189.18	500.00	.00	.00	758.88	.00	.00	.00	7,513.28
41430	BASINGER, RYAN A.	2,314.02	84.00	.00	.00	.00	.00	.00	.00	.00	1,705.14
41191	HOUGE, CLINTON J.	2,342.00	84.00	.00	.00	.00	.00	.00	.00	.00	1,639.32
41453	LEHMAN, MICHAEL L.	2,344.55	84.00	.00	.00	.00	.00	.00	.00	.00	1,745.68
41349	LONG, SAMUEL M.	2,514.99	85.00	38.34	.00	.00	.00	.00	.00	.00	1,841.30
41230	MC KINLEY, ERIC K.	2,435.80	84.00	.00	.00	.00	.00	.00	.00	.00	1,770.18
41110	MORK, SHILOH B.	2,956.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,976.60
41275	PETERSEN, ADAM R.	4,165.34	110.00	85.74	.00	1,371.84	.00	.00	.00	.00	2,974.67
41225	PRITCHARD, BRANDON D.	3,629.60	108.00	729.00	.00	324.00	.00	.00	.00	.00	2,557.02
41190	QUEEN, PHILLIP D.	2,305.76	84.00	.00	.00	.00	.00	.00	.00	.00	1,661.51
41426	ROSE, DYLAN M.	2,323.02	85.50	54.00	.00	.00	.00	.00	.00	.00	1,653.95

Employee Number	Name	Total Gross Amount	Total Gross Hours	3-00 OT no pen Emp Amt	4-00 OT pension Emp Amt	5-00 DBL OT np Emp Amt	6-00 DBL OT pen Emp Amt	23-00 OTHER pen Emp Amt	24-00 OTHER np Emp Amt	85-00 NET PAY Emp Amt	86-00 DIRECT DEP Emp Amt
41450	THUMMA, STEVEN L.	2,508.62	89.50	.00	.00	263.78	.00	.00	.00	.00	1,254.97
Total POLICE DEPARTMENT-O:											
		11	29,840.10	978.00	907.08	.00	1,959.62	.00	.00	.00	20,780.34
50891	BAUER, LANNY R.	2,386.51	84.00	.00	166.50	.00	.00	.00	.00	.00	1,622.23
70980	HARMS, BRIAN K.	1,500.02	80.00	.00	.00	.00	.00	.00	.00	.00	1,094.14
70975	LESHER, BREANNE M.	1,692.01	80.00	.00	.00	.00	.00	.00	.00	.00	1,224.31
Total PUBLIC GROUNDS:											
		3	5,578.54	244.00	.00	166.50	.00	.00	.00	.00	3,940.68
61200	ALCAZAR, MATTHEW D.	1,900.80	80.00	.00	.00	.00	.00	.00	.00	.00	1,333.21
61068	HISLER, KATHY J.	443.30	32.50	.00	.00	.00	.00	.00	.00	.00	329.58
20025	WETZLER, KENNETH L.	3,171.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,931.30
Total PUBLIC WORKS:											
		3	5,515.30	192.50	.00	.00	.00	.00	.00	.00	3,594.09
81656	ASKLUND, JOSIE L.	38.75	5.00	.00	.00	.00	.00	.00	.00	35.79	.00
81653	BINDER, MEREDITH K.	46.50	6.00	.00	.00	.00	.00	.00	.00	42.95	.00
81495	FLAWS, ALLIE V.	200.00	20.00	.00	.00	.00	.00	.00	.00	184.70	.00
81575	FLAWS, HALEY M.	74.25	9.00	.00	.00	.00	.00	.00	.00	68.57	.00
70100	FLAWS, LARRY J.	2,214.50	84.00	.00	154.50	.00	.00	.00	.00	.00	1,455.97
81649	GALLETINE, MORGAN R.	162.75	21.00	.00	.00	.00	.00	.00	.00	146.64	.00
70107	GLASCOCK, MARK A.	1,838.48	92.00	.00	337.68	.00	.00	.00	.00	.00	1,242.86
70111	HARFST, KENT E.	4,246.40	80.00	.00	.00	.00	.00	1,019.20	.00	.00	2,803.83
81602	HARFST, MAXWELL K.	150.25	19.00	.00	.00	.00	.00	.00	.00	.00	136.34
81629	HOOKE, ALEX E.	70.38	9.25	.00	.00	.00	.00	.00	.00	65.00	.00
81623	HOOKE, ISABELLE M.	201.00	26.00	.00	.00	.00	.00	.00	.00	185.63	.00
81604	JUDKINS, TUCKER O.	31.00	4.00	.00	.00	.00	.00	.00	.00	28.63	.00
81552	KEENAN, CORY W.	393.75	31.50	.00	.00	.00	.00	.00	.00	.00	307.58
81651	LINDSTROM, SARAH J.	62.00	8.00	.00	.00	.00	.00	.00	.00	57.26	.00
81479	MC KENZIE, JERRY L.	644.00	56.00	.00	.00	.00	.00	.00	.00	.00	533.22
81594	MCBURNIE, SONYA L.	330.00	34.00	.00	.00	.00	.00	.00	.00	261.68	.00
81567	MOEN, JORDAN R.	180.00	18.00	.00	.00	.00	.00	.00	.00	154.91	.00
81658	OLSON, CINETIE S.	108.50	14.00	.00	.00	.00	.00	.00	.00	99.20	.00
81274	PEVESTORF, JESSICA L.	22.50	2.25	.00	.00	.00	.00	.00	.00	20.77	.00
81605	POLAND, MACKENZIE I.	246.25	31.00	.00	.00	.00	.00	.00	.00	.00	213.40
81665	PRUISMANN, LINDA A.	315.00	21.00	.00	.00	.00	.00	.00	.00	.00	265.09
81630	SCOTT, MAKAYLEE R.	16.00	2.00	.00	.00	.00	.00	.00	.00	14.78	.00
81470	SPELLMEYER, WILLIAM C.	228.13	18.25	.00	.00	.00	.00	.00	.00	193.33	.00
81643	WHITEHILL, AUDRIANA G.	108.50	14.00	.00	.00	.00	.00	.00	.00	99.20	.00
81650	WILLSON, JACOB B.	23.25	3.00	.00	.00	.00	.00	.00	.00	21.47	.00
Total RECREATION:											
		25	11,952.14	628.25	.00	492.18	.00	1,019.20	.00	1,680.51	6,958.29
51187	BAHRENFUSS, BRANDON D.	2,605.37	82.00	.00	94.17	.00	.00	.00	.00	.00	1,792.32
51189	MACRUNNEL, MATTHEW A.	1,684.01	80.00	.00	.00	.00	.00	.00	.00	.00	1,200.93
51200	McKIBBAN, JACOB D.	1,600.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,137.83
31195	PETERSON, RICK E.	1,692.80	80.00	.00	.00	.00	.00	.00	.00	.00	1,168.03
51190	RATCLIFF, BRETT D.	1,684.01	80.00	.00	.00	.00	.00	.00	.00	.00	1,104.34
51195	RODEN, JACOB J.	1,600.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,095.02
51184	WILLIAMS, ZACHARY W.	2,018.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,381.92
51124	ZIEGENBEIN, TIMOTHY L.	2,327.60	88.00	.00	.00	.00	.00	.00	.00	.00	1,545.57

Employee Number	Name	Total Gross Amount	Total Gross Hours	3-00 OT no pen Emp Amt	4-00 OT pension Emp Amt	5-00 DBL OT np Emp Amt	6-00 DBL OT pen Emp Amt	23-00 OTHER pen Emp Amt	24-00 OTHER np Emp Amt	85-00 NET PAY Emp Amt	86-00 DIRECT DEP Emp Amt
Total STREET DEPARTMENT:											
		8	15,212.19	650.00	.00	94.17	.00	.00	.00	.00	10,425.96
30772	DINGMAN, CHAD M.	2,040.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,511.67
30977	JACKSON, JEFFREY S.	1,913.52	80.00	.00	.00	.00	.00	.00	.00	.00	1,303.35
31179	WEST, JOHN A.	2,112.03	89.00	.00	.00	.00	.00	.00	.00	.00	1,504.39
Total WASTEWATER:											
		3	6,065.55	249.00	.00	.00	.00	.00	.00	.00	4,319.41
31189	CHAMBERS, TODD A.	2,302.43	89.00	.00	.00	.00	.00	.00	.00	.00	1,620.42
31200	CONAWAY, WILLIAM D.	2,018.38	80.00	.00	.00	.00	.00	.00	.00	.00	1,485.92
31191	DANIELSON, TIMOTHY E.	3,978.72	96.00	.00	.00	.00	.00	.00	.00	.00	2,706.55
30358	JOHNSTON, GEORGE A.	1,836.01	80.00	.00	.00	.00	.00	.00	.00	.00	1,151.82
Total WATER PLANT:											
		4	10,135.54	345.00	.00	.00	.00	.00	.00	.00	6,964.71
Grand Totals:											
		115	158,388.82	6,120.75	907.08	847.74	2,890.34	758.88	2,215.20	315.20	2,255.22
											106,557.77



**RESOLUTION NO. 2019 -**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEBSTER CITY,  
IOWA:**

That we, the City Council of the City of Webster City, Iowa, having examined bills aggregating the sum of \$880,857.37 presented herewith, hereby approve said bills, and the City Clerk is hereby authorized to issue warrants in payment of the same.

Passed and adopted this 21<sup>st</sup> day of January, 2019.

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John Hawkins, Mayor

**ATTEST:**

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Karyl K. Bonjour, City Clerk

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
<b>NORTH IOWA MUNICIPAL ELECTRIC (705)</b>							
010819	1	Invoice	PURCHASED POWER - DEC 2018	01/08/2019	642,971.45	07/19	601-23-50-5555-233
Total 010819:					642,971.45		
Total NORTH IOWA MUNICIPAL ELECTRIC (705):					642,971.45		
Total 01/10/2019:					642,971.45		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
<b>AFLAC, INC. (20)</b>							
022327	1	Invoice	AFLAC PREMIUMS	01/11/2019	2,445.98	07/19	902-11215
Total 022327:					2,445.98		
Total AFLAC, INC. (20):					2,445.98		
<b>AGSOURCE LABORATORIES (4458)</b>							
2018121210	1	Invoice	FH POOL WATER TEST	12/31/2018	25.50	07/19	100-22-42-5233-299
Total 2018121210839:					25.50		
Total AGSOURCE LABORATORIES (4458):					25.50		
<b>AREND, PEGGY (64)</b>							
010719	1	Invoice	REFUND ON UNITED FUND CONTRIBUTION	01/07/2019	486.00	07/19	100-11214
Total 010719:					486.00		
Total AREND, PEGGY (64):					486.00		
<b>AYERS, DANIEL (6496)</b>							
011019	1	Invoice	REHAB LOAN/REIMBURSEMENT	01/10/2019	239.85	07/19	228-23-36-5391-299
Total 011019:					239.85		
Total AYERS, DANIEL (6496):					239.85		
<b>BERGLUND, LISA (4090)</b>							
121818	1	Invoice	ENERGY EFFICIENCY REBATE	12/18/2018	150.00	07/19	601-23-36-5930-979
121818	2	Invoice	CORN BELT EE RESIDENTIAL REBATE	12/18/2018	100.00	07/19	601-23-53-5930-979
Total 121818:					250.00		
Total BERGLUND, LISA (4090):					250.00		
<b>BLACK HILLS ENERGY (3466)</b>							
0976116930	1	Invoice	GAS UTILITY/LINE DEPT	01/10/2019	183.42	07/19	601-23-52-5586-234
0976116930	2	Invoice	GAS UTILITY/LINE DEPT	01/10/2019	183.42	07/19	601-23-52-5588-234
0976116930	3	Invoice	GAS UTILITY/LINE DEPT	01/10/2019	183.41	07/19	601-23-51-5566-234
Total 0976116930 01/10/19:					550.25		
5978424719	1	Invoice	GAS UTILITY/WATER PLANT SHED	01/10/2019	310.46	07/19	602-23-61-5642-234
Total 5978424719 01/10/19:					310.46		
6506969580	1	Invoice	GAS UTILITY/WATER PLANT	01/10/2019	417.69	07/19	602-23-61-5642-234
Total 6506969580 01/10/19:					417.69		
Total BLACK HILLS ENERGY (3466):					1,278.40		
<b>BOMGAARS (5165)</b>							
62423379	1	Invoice	COUPLER/PLUG	12/16/2018	12.48	07/19	100-21-22-5140-310
Total 62423379:					12.48		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
62426357	1	Invoice	TAPE FOR SPOT SHOT CONTEST	12/26/2018	8.77	07/19	100-22-42-5233-318
Total 62426357:					8.77		
62427861	1	Invoice	HOE & AIR FRESHENER	01/02/2019	10.48	07/19	603-23-70-5642-318
Total 62427861:					10.48		
62428091	1	Invoice	UTILITY BLADES & BATTERIES	01/03/2019	25.97	07/19	204-23-30-5310-318
62428091	2	Invoice	BARN PAINT - WALLS INSIDE SHOP	01/03/2019	47.98	07/19	204-23-30-5310-310
62428091	3	Invoice	WRENCH SET	01/03/2019	29.99	07/19	204-23-30-5310-311
Total 62428091:					103.94		
62429725	1	Invoice	METAL BLADES	01/09/2019	4.98	07/19	100-23-42-5371-318
Total 62429725:					4.98		
62430793	1	Invoice	FASTENERS	01/14/2019	8.18	07/19	603-23-70-5642-318
Total 62430793:					8.18		
Total BOMGAARS (5165):					148.83		
<b>CAPITAL SANITARY SUPPLY (6096)</b>							
C273321	1	Invoice	PAPER TOWELS/STERIPHENE	01/09/2019	24.56	07/19	100-24-36-5480-318
C273321	2	Invoice	PAPER TOWELS/STERIPHENE	01/09/2019	17.54	07/19	601-23-36-5480-318
C273321	3	Invoice	PAPER TOWELS/STERIPHENE	01/09/2019	14.03	07/19	602-23-36-5480-318
C273321	4	Invoice	PAPER TOWELS/STERIPHENE	01/09/2019	14.03	07/19	603-23-36-5480-318
Total C273321:					70.16		
C273323	1	Invoice	COPY PAPER	01/09/2019	7.19	07/19	100-21-22-5140-316
C273323	2	Invoice	COPY PAPER	01/09/2019	7.19	07/19	204-23-30-5310-316
C273323	3	Invoice	COPY PAPER	01/09/2019	7.19	07/19	603-23-70-5921-316
C273323	4	Invoice	COPY PAPER	01/09/2019	7.19	07/19	100-23-42-5371-316
C273323	5	Invoice	COPY PAPER	01/09/2019	7.19	07/19	602-23-61-5921-316
C273323	6	Invoice	COPY PAPER	01/09/2019	7.19	07/19	100-21-18-5190-316
C273323	7	Invoice	COPY PAPER	01/09/2019	7.19	07/19	100-23-43-5361-316
C273323	8	Invoice	COPY PAPER	01/09/2019	7.19	07/19	601-24-16-5921-316
C273323	9	Invoice	COPY PAPER	01/09/2019	7.19	07/19	100-22-42-5233-316
C273323	10	Invoice	COPY PAPER	01/09/2019	7.19	07/19	601-23-52-5921-316
C273323	11	Invoice	COPY PAPER	01/09/2019	7.19	07/19	100-21-21-5110-316
C273323	12	Invoice	COPY PAPER	01/09/2019	7.19	07/19	100-24-18-5470-316
C273323	13	Invoice	COPY PAPER	01/09/2019	7.43	07/19	100-24-12-5430-316
C273323	14	Invoice	COPY PAPER	01/09/2019	13.89	07/19	602-23-81-5921-316
C273323	15	Invoice	COPY PAPER	01/09/2019	3.23	07/19	603-23-81-5921-316
C273323	16	Invoice	COPY PAPER	01/09/2019	17.95	07/19	601-23-81-5921-316
C273323	17	Invoice	COPY PAPER	01/09/2019	3.88	07/19	100-24-14-5435-316
C273323	18	Invoice	COPY PAPER	01/09/2019	8.62	07/19	602-23-80-5921-316
C273323	19	Invoice	COPY PAPER	01/09/2019	2.59	07/19	603-23-80-5921-316
C273323	20	Invoice	COPY PAPER	01/09/2019	16.34	07/19	601-23-80-5921-316
C273323	21	Invoice	COPY PAPER	01/09/2019	1.79	07/19	100-24-30-5380-316
C273323	22	Invoice	COPY PAPER	01/09/2019	1.80	07/19	601-24-30-5380-316
C273323	23	Invoice	COPY PAPER	01/09/2019	1.80	07/19	602-24-30-5380-316
C273323	24	Invoice	COPY PAPER	01/09/2019	1.80	07/19	603-24-30-5380-316



Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total C273323:					167.40		
C273325	1	Invoice	CLEANING SUPPLIES	01/09/2019	126.38	07/19	100-22-42-5233-318
Total C273325:					126.38		
Total CAPITAL SANITARY SUPPLY (6096):					363.94		
<b>CARD SERVICES (140)</b>							
0000 01/01/1	1	Invoice	FLAME AMPLIFIER	01/01/2019	61.13	07/19	603-23-70-5642-318
0000 01/01/1	2	Invoice	HONEYWELL BURNER CONTROL	01/01/2019	225.00	07/19	603-23-70-5642-318
0000 01/01/1	3	Invoice	ELECTRIC UNIT HEATER	01/01/2019	559.00	07/19	602-23-61-5642-318
Total 0000 01/01/19:					845.13		
0001 01/01/1	1	Invoice	MISC OPERATING EXPENSES	01/01/2019	634.66	07/19	100-21-21-5110-318
0001 01/01/1	2	Invoice	MEMBERSHIP DUES	01/01/2019	92.00	07/19	100-21-21-5180-215
0001 01/01/1	3	Invoice	MISC OFFICE SUPPLIES	01/01/2019	202.69	07/19	100-21-21-5110-316
0001 01/01/1	4	Invoice	VEHICLE EXPENSE	01/01/2019	89.90	07/19	100-21-21-5110-227
0001 01/01/1	5	Invoice	MISC SUPPLIES	01/01/2019	19.66	07/19	100-21-21-5180-318
Total 0001 01/01/19:					1,038.91		
0004 01/01/1	1	Invoice	NEPELRA-IAPELRA DUES	01/01/2019	43.00	07/19	100-24-12-5430-215
0004 01/01/1	2	Invoice	NEPELRA-IAPELRA DUES	01/01/2019	118.25	07/19	601-23-81-5930-215
0004 01/01/1	3	Invoice	NEPELRA-IAPELRA DUES	01/01/2019	26.88	07/19	602-23-81-5930-215
0004 01/01/1	4	Invoice	NEPELRA-IAPELRA DUES	01/01/2019	26.87	07/19	603-23-81-5930-215
Total 0004 01/01/19:					215.00		
0006 01/01/1	1	Invoice	FRAUD CHARGE CREDITED TWICE	01/01/2019	.75	07/19	100-21-22-5140-311
Total 0006 01/01/19:					.75		
0008 01/01/1	1	Invoice	TRAFFIC CHANNELIZER	01/01/2019	640.00	07/19	100-21-30-5120-318
Total 0008 01/01/19:					640.00		
0114 01/01/1	1	Invoice	MISC OPERATING EXPENSES	01/01/2019	164.87	07/19	100-21-21-5110-318
0114 01/01/1	2	Invoice	SAFETY EQUIPMENT	01/01/2019	73.00	07/19	100-21-21-5110-312
0114 01/01/1	3	Invoice	VEHICLE EXPENSES	01/01/2019	339.57	07/19	100-21-21-5110-227
Total 0114 01/01/19:					577.44		
Total CARD SERVICES (140):					3,317.23		
<b>CASADY BROTHERS IMP. (145)</b>							
53929W	1	Invoice	CIRCULAR BLADES/MIXED GAS	12/19/2018	57.45	07/19	100-21-22-5140-318
Total 53929W:					57.45		
54006W	1	Invoice	EQUIPMENT PARTS	01/04/2019	9.60	07/19	100-22-42-5210-314
Total 54006W:					9.60		
54014W	1	Invoice	STIHL SAW POST	01/04/2019	9.10	07/19	601-23-52-5935-314

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 54014W:					9.10		
6806	1	Invoice	GRADING SCRAPER	01/04/2019	2,062.00	07/19	100-41-42-5371-515
Total 6806:					2,062.00		
Total CASADY BROTHERS IMP. (145):					2,138.15		
<b>CELLEBRITE INC. (6750)</b>							
Q-64090-1	1	Invoice	FORENSIC INVESTIGATION OF PHONE	01/03/2019	4,196.00	07/19	100-21-21-5110-318
Total Q-64090-1:					4,196.00		
Total CELLEBRITE INC. (6750):					4,196.00		
<b>CENTRAL IOWA DISTRIBUTING, INC (153)</b>							
174949	1	Invoice	VACUUM BAGS/TRASH CAN LINERS	01/04/2019	127.60	07/19	100-22-42-5233-318
Total 174949:					127.60		
Total CENTRAL IOWA DISTRIBUTING, INC (153):					127.60		
<b>CENTURY LINK (4614)</b>							
E65-4065 01/	1	Invoice	ALARM CIRCUIT LINE	01/01/2019	148.00	07/19	100-21-22-5140-230
Total E65-4065 01/01/19:					148.00		
Total CENTURY LINK (4614):					148.00		
<b>CINTAS CORPORATION (6330)</b>							
762648603	1	Invoice	FR CLOTHING/UNIFORM RENTAL	12/31/2018	51.69	07/19	601-23-51-5566-312
762648603	2	Invoice	FR CLOTHING/UNIFORM RENTAL	12/31/2018	14.72	07/19	601-23-52-5588-312
762648603	3	Invoice	FR CLOTHING/UNIFORM RENTAL	12/31/2018	7.92	07/19	601-23-80-5905-312
762648603	4	Invoice	FR CLOTHING/UNIFORM RENTAL	12/31/2018	7.92	07/19	602-23-80-5903-312
Total 762648603:					82.25		
762650072	1	Invoice	FR CLOTHING/UNIFORM RENTAL	01/07/2019	14.72	07/19	601-23-51-5566-312
762650072	2	Invoice	FR CLOTHING/UNIFORM RENTAL	01/07/2019	59.96	07/19	601-23-52-5588-312
762650072	3	Invoice	FR CLOTHING/UNIFORM RENTAL	01/07/2019	7.92	07/19	601-23-80-5905-312
762650072	4	Invoice	FR CLOTHING/UNIFORM RENTAL	01/07/2019	7.92	07/19	602-23-80-5903-312
Total 762650072:					90.52		
762651574	1	Invoice	FR CLOTHING/UNIFORM RENTAL	01/14/2019	14.72	07/19	601-23-51-5566-312
762651574	2	Invoice	FR CLOTHING/UNIFORM RENTAL	01/14/2019	51.69	07/19	601-23-52-5588-312
762651574	3	Invoice	FR CLOTHING/UNIFORM RENTAL	01/14/2019	7.92	07/19	601-23-80-5905-312
762651574	4	Invoice	FR CLOTHING/UNIFORM RENTAL	01/14/2019	7.92	07/19	602-23-80-5903-312
Total 762651574:					82.25		
Total CINTAS CORPORATION (6330):					255.02		
<b>CITY OF WEBSTER CITY (176)</b>							
011519	1	Invoice	CITY UTILITIES-605 SECOND STREET	01/15/2019	171.38	07/19	100-23-36-5397-233

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 011519:					171.38		
Total CITY OF WEBSTER CITY (176):					171.38		
<b>CONWAY SHIELD (6681)</b>							
0432751-IN	1	Invoice	HELMET SHIELD	12/18/2018	18.00	07/19	100-21-22-5140-312
Total 0432751-IN:					18.00		
Total CONWAY SHIELD (6681):					18.00		
<b>COUNSEL OFFICE &amp; DOCUMENT (3996)</b>							
AR359773	1	Invoice	COPIER MAINTENANCE/COPY CHARGES-F	12/19/2018	37.17	07/19	100-22-42-5233-299
Total AR359773:					37.17		
AR364252	1	Invoice	LEASE AGREEMENT & COPY CHARGE-STR	01/10/2019	38.21	07/19	204-23-30-5310-225
Total AR364252:					38.21		
Total COUNSEL OFFICE & DOCUMENT (3996):					75.38		
<b>CTS LANGUAGE LINK (6323)</b>							
137952	1	Invoice	TELE LANGUAGE TRANSLATION/PD	01/03/2019	6.26	07/19	100-21-21-5110-230
137952	2	Invoice	TELE LANGUAGE TRANSLATION/UTILITIES	01/03/2019	4.59	07/19	601-23-80-5930-299
Total 137952:					10.85		
Total CTS LANGUAGE LINK (6323):					10.85		
<b>DAILY FREEMAN JOURNAL, INC. (211)</b>							
000102	1	Invoice	MY HOMETOWN/DECEMBER 2018	12/31/2018	80.00	07/19	100-24-12-5430-233
000102	2	Invoice	MY HOMETOWN/DECEMBER 2018	12/31/2018	220.00	07/19	601-23-81-5921-233
000102	3	Invoice	MY HOMETOWN/DECEMBER 2018	12/31/2018	50.00	07/19	602-23-81-5921-233
000102	4	Invoice	MY HOMETOWN/DECEMBER 2018	12/31/2018	50.00	07/19	603-23-81-5921-233
Total 000102:					400.00		
4488	1	Invoice	CM 12/03/2018	12/21/2018	249.43	07/19	100-24-14-5435-210
Total 4488:					249.43		
4540	1	Invoice	CM 12/17/2018	01/07/2019	238.63	07/19	100-24-14-5435-210
Total 4540:					238.63		
Total DAILY FREEMAN JOURNAL, INC. (211):					888.06		
<b>DATAMAXX APPLIED TECHNOLOGIES (214)</b>							
29624	1	Invoice	YEARLY SERVICE FEE	01/08/2019	166.00	07/19	100-21-21-5180-299
Total 29624:					166.00		
Total DATAMAXX APPLIED TECHNOLOGIES (214):					166.00		
<b>DINSDALE, ASHLEY (6339)</b>							
070218	1	Invoice	ENERGY EFFICIENCY REBATE	07/02/2018	75.00	07/19	601-23-36-5930-979

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
070218	2	Invoice	CORN BELT EE RESIDENTIAL REBATE	07/02/2018	50.00	07/19	601-23-53-5930-979
Total 070218:					125.00		
Total DINSDALE, ASHLEY (5339):					125.00		
<b>DON'S PEST CONTROL (3349)</b>							
33992	1	Invoice	PEST CONTROL	01/14/2019	44.00	07/19	602-23-61-5651-299
Total 33992:					44.00		
Total DON'S PEST CONTROL (3349):					44.00		
<b>DOOLITTLE OIL COMPANY, INC. (243)</b>							
67700	1	Invoice	DIESEL FOR GENERATOR	01/07/2019	111.05	07/19	100-24-36-5480-318
67700	2	Invoice	DIESEL FOR GENERATOR	01/07/2019	79.32	07/19	601-23-36-5480-318
67700	3	Invoice	DIESEL FOR GENERATOR	01/07/2019	63.45	07/19	602-23-36-5480-318
67700	4	Invoice	DIESEL FOR GENERATOR	01/07/2019	63.45	07/19	603-23-36-5480-318
Total 67700:					317.27		
67717 & 678	1	Invoice	GAS REPORT	01/14/2019	1,511.28	07/19	100-21-21-5110-315
67717 & 678	2	Invoice	GAS REPORT	01/14/2019	37.90	07/19	100-21-22-5140-315
67717 & 678	3	Invoice	GAS REPORT	01/14/2019	241.51	07/19	204-23-30-5310-315
67717 & 678	4	Invoice	GAS REPORT	01/14/2019	97.72	07/19	603-23-70-5935-315
67717 & 678	5	Invoice	GAS REPORT	01/14/2019	143.23	07/19	602-23-61-5935-315
67717 & 678	6	Invoice	GAS REPORT	01/14/2019	293.52	07/19	601-23-52-5935-315
67717 & 678	7	Invoice	GAS REPORT	01/14/2019	70.22	07/19	601-23-80-5935-315
67717 & 678	8	Invoice	GAS REPORT	01/14/2019	70.22	07/19	602-23-80-5935-315
67717 & 678	9	Invoice	GAS REPORT	01/14/2019	100.50	07/19	100-23-42-5371-315
67717 & 678	10	Invoice	GAS REPORT	01/14/2019	203.10	07/19	100-24-14-5435-315
67717 & 678	11	Invoice	GAS REPORT	01/14/2019	87.48	07/19	100-21-22-5140-315
67717 & 678	12	Invoice	GAS REPORT	01/14/2019	683.46	07/19	204-23-30-5310-315
67717 & 678	13	Invoice	GAS REPORT	01/14/2019	147.96	07/19	602-23-61-5935-315
67717 & 678	14	Invoice	GAS REPORT	01/14/2019	243.71	07/19	601-23-52-5935-315
67717 & 678	15	Invoice	GAS REPORT	01/14/2019	236.42	07/19	100-23-42-5371-315
67717 & 678	16	Invoice	GAS REPORT	01/14/2019	851.57	07/19	100-24-14-5435-315
Total 67717 & 67838:					5,019.80		
Total DOOLITTLE OIL COMPANY, INC. (243):					5,337.07		
<b>EMPLOYEE BENEFIT SYSTEMS (4707)</b>							
011419	1	Invoice	HEALTH INSURANCE - FEB 2019	01/14/2019	242.12	07/19	902-11100
011419	2	Invoice	HEALTH INSURANCE - FEB 2019	01/14/2019	89,303.57	07/19	902-11215
Total 011419:					89,545.69		
Total EMPLOYEE BENEFIT SYSTEMS (4707):					89,545.69		
<b>FAREWAY STORES, INC. #395 (284)</b>							
003-0038392	1	Invoice	WATER AND SUPPLIES	12/13/2018	19.01	07/19	100-21-22-5140-318
Total 003-00383925:					19.01		
00460870	1	Invoice	MISC SUPPLIES	12/10/2018	25.89	07/19	100-22-42-5233-318



Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 00460870:					25.89		
Total FAREWAY STORES, INC. #395 (284):					44.90		
<b>GERBER AUTO ELECTRIC (342)</b>							
115943	1	Invoice	TK3 BLOWER FAN REPAIR	12/31/2018	194.12	07/19	601-23-52-5935-227
Total 115943:					194.12		
116152	1	Invoice	2 INTERSTATE BATTERIES	01/08/2019	243.90	07/19	601-23-52-5935-314
Total 116152:					243.90		
Total GERBER AUTO ELECTRIC (342):					438.02		
<b>HABDEN, LORRAINE (4245)</b>							
122718	1	Invoice	ENERGY EFFICIENCY REBATE	12/27/2018	75.00	07/19	601-23-36-5930-979
122718	2	Invoice	CORN BELT EE RESIDENTIAL REBATE	12/27/2018	25.00	07/19	601-23-53-5930-979
Total 122718:					100.00		
Total HABDEN, LORRAINE (4245):					100.00		
<b>HAMILTON COUNTY (366)</b>							
011519	1	Invoice	IT SERVICES - DECEMBER 2018	01/15/2019	805.41	07/19	100-24-16-5420-212
011519	2	Invoice	IT SERVICES - DECEMBER 2018	01/15/2019	2,953.19	07/19	601-24-16-5923-212
011519	3	Invoice	IT SERVICES - DECEMBER 2018	01/15/2019	805.41	07/19	602-24-16-5923-212
011519	4	Invoice	IT SERVICES - DECEMBER 2018	01/15/2019	805.42	07/19	603-24-16-5923-212
Total 011519:					5,369.43		
Total HAMILTON COUNTY (366):					5,369.43		
<b>HAMILTON COUNTY CLERK OF COURT (369)</b>							
02401 EQCV	1	Invoice	COURT COSTS	01/15/2019	235.00	07/19	100-21-18-5190-214
Total 02401 EQCV029461:					235.00		
Total HAMILTON COUNTY CLERK OF COURT (369):					235.00		
<b>HAMILTON COUNTY FIREMEN'S ASSN (372)</b>							
407	1	Invoice	I AM RESPONDING/SUBSCRIPTION	12/14/2018	689.00	07/19	100-21-22-5140-215
Total 407:					689.00		
Total HAMILTON COUNTY FIREMEN'S ASSN (372):					689.00		
<b>HAMILTON COUNTY SOLID WASTE (376)</b>							
010119	1	Invoice	1ST QUARTER 2019 ASSESSMENT	01/01/2019	9,078.75	07/19	100-23-30-5340-236
Total 010119:					9,078.75		
273994	1	Invoice	LANDFILL FEE/CONST MATERIALS	12/11/2018	15.00	07/19	100-21-22-5140-236
Total 273994:					15.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total HAMILTON COUNTY SOLID WASTE (375):					9,093.75		
<b>HAWKINS, INC. (3668)</b>							
4424190	1	Invoice	SODIUM ALUMINATE	01/04/2019	2,385.54	07/19	603-23-70-5641-318
Total 4424190:					2,385.54		
Total HAWKINS, INC. (3668):					2,385.54		
<b>HAYES, ROGER (6751)</b>							
1416263616	1	Invoice	CUSTOMER DEPOSIT REFUND	01/03/2019	98.99	07/19	601-21011
Total 1416263616:					98.99		
Total HAYES, ROGER (6751):					98.99		
<b>HISLER, JIM (5221)</b>							
121618	1	Invoice	ENERGY EFFICIENCY REBATE	12/16/2018	75.00	07/19	601-23-36-5930-979
Total 121618:					75.00		
Total HISLER, JIM (5221):					75.00		
<b>HOLMES MURPHY &amp; ASSOCIATES, LLC (5556)</b>							
483236	1	Invoice	HOLMES MURPHY FEES - JAN 2019	01/03/2019	2,275.00	07/19	902-11215
Total 483236:					2,275.00		
Total HOLMES MURPHY & ASSOCIATES, LLC (5556):					2,275.00		
<b>IOWA ASSN OF MUNICIPAL UTILITY (451)</b>							
200006481	1	Invoice	COMPLETE WATT-HOUR METERING WORK	01/09/2019	450.00	07/19	601-23-52-5926-231
200006481	2	Invoice	COMPLETE WATT-HOUR METERING WORK	01/09/2019	450.00	07/19	601-23-52-5926-231
Total 200006481:					900.00		
Total IOWA ASSN OF MUNICIPAL UTILITY (451):					900.00		
<b>IOWA ASSN OF PROF. FIRE CHIEFS (452)</b>							
2019	1	Invoice	DUES/STANSFIELD	01/09/2019	100.00	07/19	100-21-22-5140-215
Total 2019:					100.00		
Total IOWA ASSN OF PROF. FIRE CHIEFS (452):					100.00		
<b>IOWA DEPT OF PUBLIC SAFETY (468)</b>							
010419	1	Invoice	TERMINAL BILLING - OCT-DEC	01/04/2019	792.00	07/19	100-21-21-5180-225
Total 010419:					792.00		
Total IOWA DEPT OF PUBLIC SAFETY (468):					792.00		
<b>IOWA FIREFIGHTER'S ASSOCIATION (475)</b>							
2019	1	Invoice	IFA MEMBER DUES (28) 2019	01/09/2019	364.00	07/19	100-21-22-5140-215
Total 2019:					364.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total IOWA FIREFIGHTER'S ASSOCIATION (475):					364.00		
<b>IOWA PRISON INDUSTRIES (489)</b>							
950203	1	Invoice	R LANE MUST TURN SIGN FOR SUPERIOR &	12/21/2018	67.95	07/19	525-23-30-5310-212
Total 950203:					67.95		
Total IOWA PRISON INDUSTRIES (489):					67.95		
<b>IOWA PUMP WORKS (5255)</b>							
00005914	1	Invoice	PULL PUMP FROM EAST LIFT STATION	12/31/2018	505.00	07/19	603-23-70-5653-299
00005914	2	Invoice	3 YEAR SERVICE AGREEMENT (2019,20,21)	12/31/2018	797.00	07/19	603-23-70-5653-299
Total 00005914:					1,302.00		
Total IOWA PUMP WORKS (5255):					1,302.00		
<b>K.C. NIELSEN, LTD (6609)</b>							
10100710	1	Invoice	CUTTING EDGES/AUGER PARTS/POST HOL	12/28/2018	233.22	07/19	100-23-42-5371-314
Total 10100710:					233.22		
Total K.C. NIELSEN, LTD (6609):					233.22		
<b>KLEIN, JESSE (6596)</b>							
211820211	1	Invoice	CUSTOMER DEPOSIT REFUND	01/07/2019	82.82	07/19	601-21011
Total 211820211:					82.82		
Total KLEIN, JESSE (6596):					82.82		
<b>KQWC RADIO STATION (553)</b>							
18120167	1	Invoice	RECYCLING ADS	12/31/2018	153.00	07/19	100-23-30-5340-235
Total 18120167:					153.00		
Total KQWC RADIO STATION (553):					153.00		
<b>LAMPERT'S (564)</b>							
24314600	1	Invoice	BUILDING MAINT MATERIAL	01/02/2019	79.81	07/19	204-23-30-5310-310
Total 24314600:					79.81		
24314667	1	Invoice	MISC OPERATING ITEMS	01/03/2019	182.91	07/19	100-23-42-5371-318
Total 24314667:					182.91		
24314669	1	Invoice	RETURN ANGLE TRIM	01/03/2019	16.86	07/19	100-23-42-5371-318
Total 24314669:					16.86		
24314725	1	Invoice	PASLODE FRAMING FUEL	01/04/2019	42.78	07/19	601-23-52-5588-318
Total 24314725:					42.78		
24314875	1	Invoice	RETURN EAVE TRIM	01/09/2019	23.98	07/19	100-23-42-5371-310

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 24314875:					23.98-		
24314876	1	Invoice	RETURN INSULATION	01/09/2019	34.13-	07/19	100-23-42-5371-310
Total 24314876:					34.13-		
24314877	1	Invoice	BUILDING MATERIALS	01/09/2019	165.44	07/19	100-23-42-5371-310
Total 24314877:					165.44		
24314960	1	Invoice	RETURN BUILDING SUPPLIES	01/10/2019	144.30-	07/19	100-23-42-5371-310
Total 24314960:					144.30-		
24314962	1	Invoice	POST TRIM	01/10/2019	33.74	07/19	100-23-42-5371-310
Total 24314962:					33.74		
Total LAMPERT'S (564):					285.41		
<b>LATELLA, DR. JOSEPH (1231)</b>							
121218	1	Invoice	4TH QTR DRUG TESTING - 2018	12/12/2018	73.00	07/19	204-23-30-5310-212
121218	2	Invoice	4TH QTR DRUG TESTING - 2018	12/12/2018	169.00	07/19	601-23-52-5923-212
121218	3	Invoice	4TH QTR DRUG TESTING - 2018	12/12/2018	23.00	07/19	603-23-70-5923-212
Total 121218:					265.00		
Total LATELLA, DR. JOSEPH (1231):					265.00		
<b>LOCABLE (6752)</b>							
0004832	1	Invoice	LOCABLE SRVICE AGREEMENT	01/08/2019	1,750.00	07/19	100-23-36-5393-299
0004832	2	Invoice	LOCABLE SRVICE AGREEMENT	01/08/2019	1,750.00	07/19	601-23-36-5393-299
0004832	3	Invoice	ANNUAL SUBSCRIPTION FEE	01/08/2019	149.94	07/19	100-23-36-5393-299
0004832	4	Invoice	ANNUAL SUBSCRIPTION FEE	01/08/2019	149.94	07/19	601-23-36-5393-299
Total 0004832:					3,799.88		
Total LOCABLE (6752):					3,799.88		
<b>MAINSTAY SYSTEMS, INC. (598)</b>							
190017	1	Invoice	IA SYS PC MAINT AGREEMENT-JAN.FEB.MA	01/01/2019	237.00	07/19	100-21-21-5180-299
Total 190017:					237.00		
Total MAINSTAY SYSTEMS, INC. (598):					237.00		
<b>MAJORS, MARJORIE (5659)</b>							
103118	1	Invoice	ENERGY EFFICIENCY REBATE	10/31/2018	50.00	07/19	601-23-36-5930-979
Total 103118:					50.00		
Total MAJORS, MARJORIE (5659):					50.00		
<b>MATT PARROTT &amp; SONS COMPANY (605)</b>							
PINV648158	1	Invoice	2018 TAX FORMS/ENVELOPES	01/04/2019	24.62	07/19	100-24-14-5435-316
PINV648158	2	Invoice	2018 TAX FORMS/ENVELOPES	01/04/2019	177.78	07/19	601-23-80-5921-316
PINV648158	3	Invoice	2018 TAX FORMS/ENVELOPES	01/04/2019	54.70	07/19	602-23-80-5921-316

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
PINV648158	4	Invoice	2018 TAX FORMS/ENVELOPES	01/04/2019	16.40	07/19	603-23-80-5921-316
Total PINV648158:					273.50		
Total MATT PARROTT & SONS COMPANY (605):					273.50		
<b>MECHANICAL COMFORT, INC. (618)</b>							
36148	1	Invoice	BASEMENT CIRCULATION PUMP	12/26/2018	131.52	07/19	100-24-36-5480-226
36148	2	Invoice	BASEMENT CIRCULATION PUMP	12/26/2018	93.94	07/19	601-23-36-5480-226
36148	3	Invoice	BASEMENT CIRCULATION PUMP	12/26/2018	75.16	07/19	602-23-36-5480-226
36148	4	Invoice	BASEMENT CIRCULATION PUMP	12/26/2018	75.16	07/19	603-23-36-5480-226
Total 36148:					375.78		
36317	1	Invoice	HEAT PM	12/31/2018	331.45	07/19	100-24-36-5480-226
36317	2	Invoice	HEAT PM	12/31/2018	236.75	07/19	601-23-36-5480-226
36317	3	Invoice	HEAT PM	12/31/2018	189.40	07/19	602-23-36-5480-226
36317	4	Invoice	HEAT PM	12/31/2018	189.40	07/19	603-23-36-5480-226
Total 36317:					947.00		
Total MECHANICAL COMFORT, INC. (618):					1,322.78		
<b>MIDAS COUNCIL OF GOVERNMENT (631)</b>							
0618124	1	Invoice	CDBG RLF ADMIN FEE - JUNE 2018	06/30/2018	996.69	07/19	220-23-36-5393-299
Total 0618124:					996.69		
0718191	1	Invoice	CDBG RLF ADMIN FEE - JULY 2018	07/31/2018	2,408.81	07/19	220-23-36-5393-299
Total 0718191:					2,408.81		
0818119	1	Invoice	CDBG RLF ADMIN FEE - AUG 2018	08/31/2018	2,408.41	07/19	220-23-36-5393-299
Total 0818119:					2,408.41		
0918120	1	Invoice	CDBG RLF ADMIN FEE - SEPT 2018	09/30/2018	1,769.51	07/19	220-23-36-5393-299
Total 0918120:					1,769.51		
1018121	1	Invoice	CDBG RLF ADMIN FEE - OCT 2018	10/31/2018	224.19	07/19	220-23-36-5393-299
Total 1018121:					224.19		
1118117	1	Invoice	CDBG RLF ADMIN FEE - NOV 2018	11/30/2018	12.92	07/19	220-23-36-5393-299
Total 1118117:					12.92		
Total MIDAS COUNCIL OF GOVERNMENT (631):					7,820.53		
<b>MID-STATES ORGANIZED CRIME (2870)</b>							
23057-235	1	Invoice	MEMBERSHIP FEE/OFFICERS (12)	12/19/2018	150.00	07/19	100-21-21-5110-215
Total 23057-235:					150.00		
Total MID-STATES ORGANIZED CRIME (2870):					150.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
<b>MIDWEST BREATHING AIR L.L.C. (640)</b>							
22711	1	Invoice	ANNUAL TEST/MAINT ON SCBA COMPRESS	12/17/2018	517.87	07/19	100-21-22-5140-299
Total 22711:					517.87		
Total MIDWEST BREATHING AIR L.L.C. (640):					517.87		
<b>MUNICIPAL SUPPLY, INC. (672)</b>							
0716273-IN	1	Invoice	12x30;12x15; 6x15 WATERMAIN CLAMPS	12/28/2018	1,151.42	07/19	602-23-62-5662-318
Total 0716273-IN:					1,151.42		
Total MUNICIPAL SUPPLY, INC. (672):					1,151.42		
<b>NAPA AUTO PARTS (677)</b>							
863218	1	Invoice	HTR HOSE	12/14/2018	4.60	07/19	100-21-22-5140-310
Total 863218:					4.60		
864050	1	Invoice	BLOCK HEATER - ST#27	01/02/2019	94.42	07/19	204-23-30-5310-314
Total 864050:					94.42		
864134	1	Invoice	ANTIFREEZE	01/03/2019	87.24	07/19	204-23-30-5310-314
Total 864134:					87.24		
864137	1	Invoice	IMPACT SOCKET	01/03/2019	13.68	07/19	602-23-61-5642-311
Total 864137:					13.68		
864177	1	Invoice	STOCK PARTS	01/04/2019	295.69	07/19	204-23-30-5310-314
Total 864177:					295.69		
864203	1	Invoice	TERMINALS	01/04/2019	15.22	07/19	601-23-52-5588-318
Total 864203:					15.22		
864222	1	Invoice	TURN LIGHT - ST#27	01/04/2019	37.32	07/19	204-23-30-5310-314
Total 864222:					37.32		
864388	1	Invoice	CABLE TIES-UVB CABLE-BRAKE CLEANER-	01/08/2019	245.40	07/19	204-23-30-5310-314
Total 864388:					245.40		
Total NAPA AUTO PARTS (677):					793.57		
<b>O'REILLY AUTOMOTIVE, INC. (727)</b>							
0357-409926	1	Invoice	RETURN FUEL LINE - INV#357-409778	10/10/2018	47.93-	07/19	204-23-30-5310-314
Total 0357-409926:					47.93-		
0357-409959	1	Invoice	RETURN FUEL LINE - INV#357-409926	10/10/2018	48.06-	07/19	204-23-30-5310-314
Total 0357-409959:					48.06-		



Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
0357-416923	1	Invoice	2 BATTERIES; 31-5T	01/02/2019	231.92	07/19	204-23-30-5310-314
Total 0357-416923:					231.92		
Total O'REILLY AUTOMOTIVE, INC. (727):					135.93		
<b>P &amp; M APPAREL (734)</b>							
29868	1	Invoice	STAFF SHIRTS	12/14/2018	256.95	07/19	100-22-42-5233-318
Total 29868:					256.95		
Total P & M APPAREL (734):					256.95		
<b>P &amp; P ELECTRIC (2978)</b>							
11246	1	Invoice	MOTOR CAPACITOR (REPAIR START SWITC	12/20/2018	125.00	07/19	603-23-70-5642-318
Total 11246:					125.00		
Total P & P ELECTRIC (2978):					125.00		
<b>PAGEL REPAIR (3497)</b>							
122818-1	1	Invoice	EXTERIOR COMMERCIAL DOOR	12/28/2018	1,564.00	07/19	100-23-42-5371-310
Total 122818-1:					1,564.00		
1319-FD	1	Invoice	OFFICE KEYS	01/03/2019	9.00	07/19	100-21-22-5140-310
Total 1319-FD:					9.00		
Total PAGEL REPAIR (3497):					1,573.00		
<b>PESTICIDE BUREAU-IDALS (748)</b>							
011619	1	Invoice	APPLICATOR CERTIFICATION/RATCLIFF	01/16/2019	15.00	07/19	100-22-30-5230-231
Total 011619:					15.00		
Total PESTICIDE BUREAU-IDALS (748):					15.00		
<b>PETERSON, STEVE (5087)</b>							
121918	1	Invoice	PRE-EMPLOYMENT POLYGRAPHS	12/19/2018	450.00	07/19	100-21-21-5110-319
Total 121918:					450.00		
Total PETERSON, STEVE (5087):					450.00		
<b>PRAIRIE ENERGY COOPERATIVE (768)</b>							
010419	1	Invoice	AIRPORT ELECTRICITY	01/04/2019	652.40	07/19	205-23-45-5372-237
Total 010419:					652.40		
010419 CEN	1	Invoice	ELECTRICITY/HANGAR - CENTER BAY	01/04/2019	31.53	07/19	205-23-45-5372-237
Total 010419 CENTER:					31.53		
010419 EAS	1	Invoice	ELECTRICITY/HANGAR-EAST BAY	01/04/2019	43.97	07/19	205-23-45-5372-237
Total 010419 EAST:					43.97		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
010419 WES	1	Invoice	ELECTRICITY/HANGAR - WEST BAY	01/04/2019	37.28	07/19	205-23-45-5372-237
Total 010419 WEST:					37.28		
010419+	1	Invoice	AIRPORT RUNWAY LIGHTING	01/04/2019	167.60	07/19	205-23-45-5372-237
Total 010419+:					167.60		
Total PRAIRIE ENERGY COOPERATIVE (768):					932.78		
<b>PRINTING SERVICES, INC. (1130)</b>							
665850-0	1	Invoice	INK CARTRIDGES	12/06/2018	28.54	07/19	603-23-70-5921-316
Total 665850-0:					28.54		
666751-0	1	Invoice	OFFICE SUPPLIES	01/03/2019	7.98	07/19	100-24-18-5470-316
666751-0	2	Invoice	EMP ONLY SIGN	01/03/2019	3.07	07/19	100-24-36-5480-318
666751-0	3	Invoice	EMP ONLY SIGN	01/03/2019	2.19	07/19	601-23-36-5480-318
666751-0	4	Invoice	EMP ONLY SIGN	01/03/2019	1.76	07/19	602-23-36-5480-318
666751-0	5	Invoice	EMP ONLY SIGN	01/03/2019	1.77	07/19	603-23-36-5480-318
Total 666751-0:					16.77		
666757-0	1	Invoice	CEMETERY OFFICE SUPPLIES	01/03/2019	242.36	07/19	100-23-42-5371-316
Total 666757-0:					242.36		
666758-0	1	Invoice	RECORD LOG BOOK	01/03/2019	23.99	07/19	100-21-22-5140-316
Total 666758-0:					23.99		
666762-0	1	Invoice	2019 CALENDARS	01/03/2019	44.97	07/19	100-22-42-5233-316
Total 666762-0:					44.97		
Total PRINTING SERVICES, INC. (1130):					356.63		
<b>REEDY, EMILY (6755)</b>							
011519	1	Invoice	ELECTRIC REFUND	01/15/2019	115.90	07/19	601-23-80-5903-980
Total 011519:					115.90		
Total REEDY, EMILY (6755):					115.90		
<b>RICOH USA, INC. (4831)</b>							
101561047	1	Invoice	COPY MACHINE LEASE/COPY CHARGE	01/04/2019	259.02	07/19	100-21-21-5110-225
Total 101561047:					259.02		
Total RICOH USA, INC. (4831):					259.02		
<b>RIVER CITY COMMUNICATIONS, INC (818)</b>							
87798	1	Invoice	PROGRAM PHONES/MISC PARTS	12/28/2018	64.05	07/19	100-24-36-5480-226
87798	2	Invoice	PROGRAM PHONES/MISC PARTS	12/28/2018	45.75	07/19	601-23-36-5480-226
87798	3	Invoice	PROGRAM PHONES/MISC PARTS	12/28/2018	36.60	07/19	602-23-36-5480-226
87798	4	Invoice	PROGRAM PHONES/MISC PARTS	12/28/2018	36.60	07/19	603-23-36-5480-226

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 87798:					183.00		
Total RIVER CITY COMMUNICATIONS, INC (818):					183.00		
<b>ROBB'S TREE &amp; STUMP SERVICE (5256)</b>							
122818	1	Invoice	STUMP REMOVALS - ASH TREE	12/28/2018	96.75	07/19	601-23-52-5588-299
122818	2	Invoice	STUMP REMOVALS- misc	12/28/2018	1,479.20	07/19	601-23-52-5588-299
Total 122818:					1,575.95		
Total ROBB'S TREE & STUMP SERVICE (5256):					1,575.95		
<b>SHUTTLEWORTH &amp; INGERSOLL, P.L.C. (6731)</b>							
4360041	1	Invoice	LEGAL FEES - VEROBLUE UTILITIES	01/10/2019	8.10	07/19	100-24-14-5435-212
4360041	2	Invoice	LEGAL FEES - VEROBLUE UTILITIES	01/10/2019	58.50	07/19	601-23-80-5923-212
4360041	3	Invoice	LEGAL FEES - VEROBLUE UTILITIES	01/10/2019	18.00	07/19	602-23-80-5923-212
4360041	4	Invoice	LEGAL FEES - VEROBLUE UTILITIES	01/10/2019	5.40	07/19	603-23-80-5923-212
Total 4360041:					90.00		
Total SHUTTLEWORTH & INGERSOLL, P.L.C. (6731):					90.00		
<b>SMITH FERTILIZER &amp; GRAIN (2396)</b>							
4 005869	1	Invoice	GEO MELT (Beet 55+)	12/26/2018	2,462.54	07/19	204-23-30-5320-318
Total 4 005869:					2,462.54		
Total SMITH FERTILIZER & GRAIN (2396):					2,462.54		
<b>STATE HYGIENIC LABORATORY (423)</b>							
154775	1	Invoice	WASTEWATER TESTING	12/31/2018	1,256.00	07/19	603-23-70-5923-212
Total 154775:					1,256.00		
154777	1	Invoice	PUBLIC WATER	12/31/2018	117.00	07/19	602-23-61-5651-299
Total 154777:					117.00		
Total STATE HYGIENIC LABORATORY (423):					1,373.00		
<b>STEIN HEATING &amp; COOLING, INC. (5576)</b>							
9061	1	Invoice	SERVICE CALL TO WORK ON AIR-MAKEUP	12/19/2018	639.00	07/19	603-23-70-5653-299
Total 9061:					639.00		
Total STEIN HEATING & COOLING, INC. (5576):					639.00		
<b>THE AMERICAN BOTTLING CO. (4800)</b>							
3446003758	1	Invoice	CREDIT INVOICE	11/01/2018	44.64-	07/19	100-22-42-5233-323
Total 3446003758:					44.64-		
3446004227	1	Invoice	POP/BEVERAGES FOR RESALE	12/13/2018	370.80	07/19	100-22-42-5233-323
Total 3446004227:					370.80		
3446004389	1	Invoice	POP/BEVERAGES FOR RESALE	12/27/2018	203.76	07/19	100-22-42-5233-323

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 3446004389:					203.76		
Total THE AMERICAN BOTTLING CO. (4800):					529.92		
<b>THE TRASHMAN, LLC (943)</b>							
608-1697	1	Invoice	TRASH SERVICE/FUEL SURCHARGE	01/01/2019	26.95	07/19	100-24-36-5480-236
608-1697	2	Invoice	TRASH SERVICE/FUEL SURCHARGE	01/01/2019	19.25	07/19	601-23-36-5480-236
608-1697	3	Invoice	TRASH SERVICE/FUEL SURCHARGE	01/01/2019	15.40	07/19	602-23-36-5480-236
608-1697	4	Invoice	TRASH SERVICE/FUEL SURCHARGE	01/01/2019	15.40	07/19	603-23-36-5480-236
608-1697	5	Invoice	TRASH SERVICE/FUEL SURCHARGE	01/01/2019	77.00	07/19	100-22-42-5280-236
608-1697	6	Invoice	TRASH SERVICE/FUEL SURCHARGE	01/01/2019	44.00	07/19	204-23-30-5310-236
608-1697	7	Invoice	TRASH SERVICE/FUEL SURCHARGE	01/01/2019	16.50	07/19	100-21-22-5140-236
608-1697	8	Invoice	TRASH SERVICE/FUEL SURCHARGE	01/01/2019	77.00	07/19	100-22-42-5233-236
608-1697	9	Invoice	TRASH SERVICE/FUEL SURCHARGE	01/01/2019	44.00	07/19	601-23-52-5588-236
608-1697	10	Invoice	TRASH SERVICE/FUEL SURCHARGE	01/01/2019	44.00	07/19	603-23-70-5642-236
608-1697	11	Invoice	TRASH SERVICE/FUEL SURCHARGE	01/01/2019	44.00	07/19	100-22-42-5210-236
608-1697	12	Invoice	TRASH SERVICE/FUEL SURCHARGE	01/01/2019	44.00	07/19	602-23-61-5642-236
608-1697	13	Invoice	TRASH SERVICE/FUEL SURCHARGE	01/01/2019	44.00	07/19	205-23-45-5372-236
Total 608-1697:					511.50		
608-1698	1	Invoice	DROP BOX CHARGES/EXTRA SVC	01/01/2019	577.60	07/19	100-23-30-5340-235
Total 608-1698:					577.60		
609-101	1	Invoice	CURB RECYCLING - DECEMBER 2018	01/08/2019	12,853.86	07/19	100-23-30-5340-235
Total 609-101:					12,853.86		
Total THE TRASHMAN, LLC (943):					13,942.96		
<b>THE UNIVERSITY OF IOWA (6754)</b>							
01-19021900	1	Invoice	ARCHITECTURAL/HISTORICAL SURVEY	12/18/2018	5,880.00	07/19	220-23-36-5393-299
Total 01-1902190001:					5,880.00		
Total THE UNIVERSITY OF IOWA (6754):					5,880.00		
<b>TOLLE AUTOMOTIVE, INC. (3188)</b>							
12547	1	Invoice	TIRE REPAIR	12/24/2018	25.00	07/19	100-21-21-5110-227
Total 12547:					25.00		
Total TOLLE AUTOMOTIVE, INC. (3188):					25.00		
<b>TONY'S TIRE SERVICE (958)</b>							
159423	1	Invoice	REPLACE TIRE E-34	12/13/2018	411.31	07/19	100-21-22-5140-314
Total 159423:					411.31		
Total TONY'S TIRE SERVICE (958):					411.31		
<b>UNITED COOPERATIVE (979)</b>							
04041	1	Invoice	PROPANE FOR AIRPORT	12/05/2018	977.50	07/19	205-23-45-5372-234
Total 04041:					977.50		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
04042	1	Invoice	PROPANE FOR AIRPORT	12/05/2018	264.50	07/19	205-23-45-5372-234
Total 04042:					264.50		
Total UNITED COOPERATIVE (979):					1,242.00		
<b>UNITY POINT CLINIC-OCC MEDICINE (5263)</b>							
221685	1	Invoice	4TH QTR DRUG TESTING 2018	01/04/2019	42.00	07/19	204-23-30-5310-212
221685	2	Invoice	4TH QTR DRUG TESTING 2018	01/04/2019	129.00	07/19	601-23-52-5923-212
221685	3	Invoice	4TH QTR DRUG TESTING 2018	01/04/2019	42.00	07/19	603-23-70-5923-212
Total 221685:					213.00		
Total UNITY POINT CLINIC-OCC MEDICINE (5263):					213.00		
<b>UTILITY SERVICE CO., INC. (3294)</b>							
466547	1	Invoice	QTRLY PYMT/520 WATER TOWER MTC	01/01/2019	5,230.35	07/19	602-23-60-5614-299
Total 466547:					5,230.35		
466548	1	Invoice	QRTLY PYMT/GROUND STORAGE TANK MT	01/01/2019	4,401.24	07/19	602-23-60-5614-299
Total 466548:					4,401.24		
466549	1	Invoice	QRTLY PYMT/PEDISPHERE HY-VEE TOWER	01/01/2019	4,451.78	07/19	602-23-60-5614-299
Total 466549:					4,451.78		
Total UTILITY SERVICE CO., INC. (3294):					14,083.37		
<b>WAYBILL, JEAN DARRELL (6753)</b>							
1418100422	1	Invoice	CUSTOMER DEPOSIT REFUND	01/02/2019	7.43	07/19	601-21011
Total 1418100422:					7.43		
Total WAYBILL, JEAN DARRELL (6753):					7.43		
<b>WEBSTER CITY TRUE VALUE (2155)</b>							
130797	1	Invoice	CLEANING SUPPLIES	12/17/2018	11.99	07/19	100-21-22-5140-318
Total 130797:					11.99		
131137	1	Invoice	SANDPAPER/EXPANDABLE FOAM	01/02/2019	9.28	07/19	100-23-42-5371-318
Total 131137:					9.28		
131214	1	Invoice	BLADE	01/04/2019	2.49	07/19	100-23-42-5371-318
Total 131214:					2.49		
131258	1	Invoice	LIGHT BULBS	01/07/2019	34.97	07/19	603-23-70-5642-318
Total 131258:					34.97		
131354	1	Invoice	FOLDING TABLES	01/10/2019	365.94	07/19	100-22-42-5233-318
Total 131354:					365.94		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
131409	1	Invoice	PUMP & HOSE	01/14/2019	19.95	07/19	603-23-70-5642-318
Total 131409:					19.95		
Total WEBSTER CITY TRUE VALUE (2155):					444.62		
<b>WEBSTER CITY VETERINARY CLINIC (1030)</b>							
401761	1	Invoice	4TH QTR 2018 DOG POUND FEES	12/28/2018	1,250.00	07/19	100-22-21-5240-299
Total 401761:					1,250.00		
Total WEBSTER CITY VETERINARY CLINIC (1030):					1,250.00		
<b>WESCO DISTRIBUTION (1038)</b>							
447230	1	Invoice	1/0 URD PRIMARY WIRE	12/26/2018	20,479.80	07/19	601-23-52-5935-871
Total 447230:					20,479.80		
456964	1	Invoice	15=LED SECURITY LIGHTS	01/03/2019	2,182.80	07/19	601-23-52-5588-318
Total 456964:					2,182.80		
Total WESCO DISTRIBUTION (1038):					22,662.60		
<b>WHKS (6409)</b>							
38593	1	Invoice	ENG SVS - INGRAHAM WM REPL & MARY A	12/27/2018	1,431.50	07/19	602-23-62-5673-870
Total 38593:					1,431.50		
Total WHKS (6409):					1,431.50		
<b>WILLIAMS &amp; COMPANY P.C. (3390)</b>							
125974	1	Invoice	FUND ADJUSTMENT	12/20/2018	49.50	07/19	100-24-14-5435-212
125974	2	Invoice	FUND ADJUSTMENT	12/20/2018	357.50	07/19	601-23-80-5923-212
125974	3	Invoice	FUND ADJUSTMENT	12/20/2018	110.00	07/19	602-23-80-5923-212
125974	4	Invoice	FUND ADJUSTMENT	12/20/2018	33.00	07/19	603-23-80-5923-212
125974	5	Invoice	FY18 AFR	12/20/2018	270.00	07/19	100-24-14-5435-212
125974	6	Invoice	FY18 AFR	12/20/2018	1,950.00	07/19	601-23-80-5923-212
125974	7	Invoice	FY18 AFR	12/20/2018	600.00	07/19	602-23-80-5923-212
125974	8	Invoice	FY18 AFR	12/20/2018	180.00	07/19	603-23-80-5923-212
125974	9	Invoice	FY18 AUDIT/GASB 68	12/20/2018	756.00	07/19	100-24-14-5435-212
125974	10	Invoice	FY18 AUDIT/GASB 68	12/20/2018	5,460.00	07/19	601-23-80-5923-212
125974	11	Invoice	FY18 AUDIT/GASB 68	12/20/2018	1,680.00	07/19	602-23-80-5923-212
125974	12	Invoice	FY18 AUDIT/GASB 68	12/20/2018	504.00	07/19	603-23-80-5923-212
Total 125974:					11,950.00		
Total WILLIAMS & COMPANY P.C. (3390):					11,950.00		
Total 01/21/2019:					237,885.92		
Grand Totals:					880,857.37		

Report GL Period Summary



GL Period	Amount
07/19	880,857.37
Grand Totals:	880,857.37

Vendor number hash: 367014  
Vendor number hash - split: 757593  
Total number of invoices: 159  
Total number of transactions: 290

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	880,857.37	880,857.37
Grand Totals:	880,857.37	880,857.37

FUND LIST TOTALS FOR BILLS JANUARY 21, 2019

Account	Fund	Total Amount
100	General	50,031.95
204	Road Use Tax Fund	4,671.66
205	Airport Fund	2,218.78
220	Economic Development	13,700.53
228	Low/Moderate Income Revolving	239.85
525	Street Improvement	67.95
601	Electric Utility	684,996.18
602	Water Utility	22,329.58
603	Sewer Utility	8,334.22
902	Medical/Flex	<u>94,266.67</u>
	Grand Total	880,857.37



**MEMORANDUM**

TO: Kent Harfst, Interim City Manager  
Mayor and Council

FROM: Ken Wetzler, Public Works Director

DATE: January 15, 2019

RE: Ingraham Watermain Repair Project

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**SUMMARY:** The Ingraham Watermain Repair Project plans and specifications are completed and the project is ready to send out for bids. The project will consist of replacing exposed ductile iron pipe in a water-way. The project will replace this section by directional boring under the existing pipe with plastic pipe and connecting onto the ductile pipe some distance away. **Note map.**

**PREVIOUS COUNCIL ACTION:** The project was approved in the FY 18-19 CIP. Council authorized WHKS Engineering to design the project April 2, 2018.

**BACKGROUND/DISCUSSION:** The project involves directional boring in plastic pipe under the exposed ductile iron pipe in a water-way. By directional boring we eliminate the open trench construction which would require clearing trees in an area not readily accessible to construction equipment, thus saving costs. The size, same inside diameter, and type, HDPE (High Density Polyethylene) of plastic pipe will outlast the ductile iron pipe. HDPE is directional boring in one continuous piece with welded joints (same as the Beach Street watermain).

Detailed plans and specifications are available in the Public Works office for review.

The proposed project schedule is as follows:

- January 21: City Council sets bid date/time and public hearing date/time
- January 24: Publish Notice of Hearing and Letting
- February 12 at 3:00 p.m.: Conduct the bid lettings
- February 18 at 5:35 p.m.: Conduct the public hearing and award contracts and authorize execution of contracts by Mayor and City Clerk
- May 31, 2019: Scheduled completion date. Liquidated damages are \$500.00 per day

**FINANCIAL IMPLICATIONS:** Funding for the project is from CDBG federal funds. The opinion of probable cost for both the construction and the materials is as follows (includes construction, engineering, construction observation, and contingency):

Construction Costs	\$131,000.00
Construction Contingency	\$17,000.00
Engineering/Construction Observation	<u>\$ 11,600.00</u>
<b>TOTAL PROJECT</b>	<b>\$159,600.00</b>

There are sufficient funds to cover this project.

**RECOMMENDATION:** Staff recommends approval of attached resolution setting the public hearing for the project.

**ALTERNATIVES:** The City Council could choose to delay the project, or direct other alternatives for the watermain.

**CITY MANAGER COMMENTS:** I support the Public Works Director's recommendation to approve the attached resolution setting the public hearing for the project.



**RESOLUTION NO. 2019 - \_\_\_\_**

**PROVIDE FOR NOTICE OF HEARING ON PROPOSED PLANS AND SPECIFICATIONS  
AND PROPOSED FORM OF CONTRACT AND ESTIMATE OF COST FOR CONSTRUCTION OF  
INGRAHAM WATERMAIN REPAIR PROJECT**

**WHEREAS**, the City Council of the City of Webster City, Iowa, has determined that it is necessary and desirable that a public improvement be done as described in the proposed plans and specifications and form of contract, which may be hereafter referred to as the Ingraham Watermain Repair Project, (and is sometimes hereinafter referred to as the Project), which proposed plans, specifications and form of contract and estimate of cost are on file with the City Clerk; and

**WHEREAS**, it is necessary to fix a time and place of public hearing on the proposed plans, specifications and form of contract and estimate of cost for the Project and to advertise for sealed bids for the Project;

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Webster City, Iowa, as follows:

**Section 1.** The detailed plans and specifications, notice of hearing and estimate of cost referred to in the preamble hereof be and the same are hereby approved.

**Section 2.** The Project is necessary and desirable for the City, and it is in the best interests of the City to proceed toward the construction of the Project.

**Section 3.** The amount of the bid security to accompany each bid is hereby fixed at 5% of the amount of the proposal.

**Section 4.** Sealed proposals will be received by the City Clerk of Webster City, at the Council Chambers of the City Council, in the City Hall of said City, until 3:00 p.m. on the 12<sup>th</sup> day of February, 2019, for the Ingraham Watermain Repair Project, as described in the plans and specifications therefor now on file in the office of the City Clerk. Proposals will be opened by City Staff appointed by the City Council as provided by Section 384.101, Code of Iowa.

**Section 5.** The 18th day of February, 2019, at 5:35 o'clock p.m. at the City Hall, Webster City, Iowa, is hereby fixed as the time and place of hearing on the proposed plans, specifications, form of contract and estimate of cost for the Project, and also as the time and place of considering bids previously received by the City Clerk in connection therewith.

**Section 6.** The City Clerk is hereby authorized and directed to give notice of the aforementioned hearing and letting by publication of such notices in a newspaper of general circulation in the City, which publication shall be made not less than four nor more than twenty days prior to the time of the said hearing, all in conformity with Chapters 362, 384, and 26 of the Code of Iowa. The said notice shall be in the form substantially as attached to this resolution.

**Section 7.** All provisions set out in the following form of notice are hereby recognized and prescribed by this Council and all resolutions or orders or parts thereof, to the extent the same may be in conflict herewith, are hereby repealed.

Passed and approved this 21st day of January, 2019.

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John Hawkins, Mayor

ATTEST: \_\_\_\_\_  
Karyl K. Bonjour, City Clerk



**NOTICE TO BIDDERS AND NOTICE OF PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATE OF COST FOR CONSTRUCTION OF "INGRAHAM WATERMAIN REPAIR PROJECT", IN AND FOR THE CITY OF WEBSTER CITY, IOWA, AND THE TAKING OF BIDS FOR SAID IMPROVEMENTS**

Sealed proposals, subject to the conditions contained herein, will be received at the office of the City Clerk in City Hall, 400 Second Street, Webster City, Iowa, 50595, until 3:00 o'clock p.m. on the 12<sup>th</sup> day of February, 2019 for:

Construction of "Ingraham Watermain Repair Project", as hereinafter described in general and as described in detail in the plans and specifications now on file in the office of the City Clerk, Webster City, Iowa.

Proposals received will be opened, read aloud, tabulated, and referred to the City Council for consideration at 5:35 p.m. on the 18<sup>th</sup> day of February, 2019. Bids will be acted upon at such time or at such later time as may then be fixed. Prior thereto, at said time specified above, in the City Council Chambers at Webster City Hall, a hearing will be held on the proposed plans, specifications, form of contract, and estimate of cost for said Improvements, and at said hearing any interested person may appear and file objections thereto.

The extent of the work involved is the furnishing of labor and new materials for approximately 865 L.F. of 14"-diameter watermain installed by Horizontal Directional Drilling (HDD) and related items at the Ingraham project site in accordance with the contract documents.

The Proposal shall be made out on the form furnished by the City of Webster City and obtained from WHKS & Co., Engineers, Planners, and Surveyors, and must be accompanied in a sealed envelope by either: (1) a certified check, or a cashier's check drawn on an Iowa bank, or a bank chartered under the laws of the United States, in an amount of 5% of bid amount; or (2) a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States, in an amount of 5% of bid amount; or (3) a bid bond executed by a corporation authorized to contract as a surety in the State of Iowa, in the penal sum of 5% of bid amount.

The bid security shall be made payable to the City Clerk of the City of Webster City, Iowa.

The bid security must not contain any conditions either in body or as an endorsement thereon. The bid security shall be forfeited to the City as liquidated damages in the event the successful bidder fails or refuses to enter into contract within ten (10) days after the award of contract and post bond satisfactory to the City insuring the faithful fulfillment of the contract and the maintenance of said work, if required, pursuant to the provisions of this notice and the other contract documents. The City will accept bid bond forms that meet the Requirements of Iowa Code, Section 26.8.

Sales Tax Exemption. Contractors and subcontractors shall not include sales tax for material purchases. At the time of the contract acceptance by the City Council, the prime contractor and all subcontractors will be issued a certificate of exemption.

Bidders shall not be permitted to withdraw their bids for a period of thirty (30) days after the same are opened.

By virtue of statutory authority, a preference will be given to products and provisions grown and produced within the State of Iowa and to Iowa domestic labor.

In accordance with Iowa statutes, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign country gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference, or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference shall be equal to the preference given or required by the state or foreign country in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident.

Bidders will be required to complete a Bidder Status Form from the Iowa Department of Labor regarding the Contractor's resident status within the State of Iowa. Failure to submit a fully completed Bidder Status Form with the bid may result in the bid being deemed nonresponsive and rejected.

The Contractor shall commence work after the Notice to Proceed is issued and shall be completed on or before May 31<sup>st</sup>, 2019.

The Contractor will be paid each month ninety-five (95) percent of the Engineer's estimate of the value of acceptable work completed at the end of the preceding month. Final payment will be made in accordance with Iowa Code chapters 26 and 573, as amended. No partial or final payment will be due until the Contractor has certified to the City that the materials, labor and services involved in each estimate have been paid for in accordance with the requirements stated in the specifications.

The successful bidder will be required to furnish a bond in an amount equal to one hundred (100) percent of the contract price, said bond to be issued by a responsible surety approved by the Owner and which shall guarantee a faithful performance of the Contract and the terms and conditions therein contained and shall guarantee the prompt payment of all materials and labor and protect and save harmless the Owner from claims and damages of any kind caused by the operations of the Contractor and shall also guarantee the maintenance of the improvements constructed for a period of two (2) year(s) after completion and acceptance by the Owner.

Plans and specifications governing the construction of the proposed improvements have been prepared by WHKS & Co., Engineers, Planners, and Surveyors, which plans and specifications and the proceedings of the Owner referring to and defining said proposed improvements are hereby made a part of the Notice by reference, and the proposed contract shall be executed in compliance therewith. Copies of said plans and specifications are now on file with the City Clerk and at the offices of WHKS & Co., and may be examined by the bidders.

Plans and specifications are available to download free of charge at [www.questcdn.com](http://www.questcdn.com). Plans and specifications for private use may also be obtained from WHKS & Co., Engineers, Planners, and Surveyors, 1412 6th Street SW, Mason City, IA 50402-1467, for a refundable deposit of \$100.00. If the plans and specifications are not returned to WHKS & Co. within fourteen (14) days after the award of the project and in reusable condition, the deposit shall be forfeited.

The following (referred to as the section 3 clause) is included in this Notice to comply with CDBG requirements:

A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD

assisted contracts.

G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

Published upon order of the City Council of the City of Webster City, Iowa.

CITY OF WEBSTER CITY, IOWA

Attest: /s/ Karyl K. Bonjour  
City Clerk

1421 South Bell Ave #103  
Ames, IA 50010  
Phone: 515.663.9997  
Email: ames@whks.com  
Website: www.whks.com



January 14, 2019

Mr. Ken Wetzler  
Public Works Director  
City of Webster City  
400 Second Street  
Webster City, IA 50595

RE: Engineer's Opinion of Probable Cost  
Ingraham Watermain Repair Project

Dear Ken:

Please find below our opinion of probable costs for the Ingraham Watermain Repair Project.

**Base Bid:**

The extent of the work involved is the furnishing of labor and new materials for 865 L.F. of 14"-diameter watermain installed by Horizontal Directional Drilling (HDD) and related items at the Ingraham Watermain Replacement site located approximately 800 ft south of E 2<sup>nd</sup> Street, beginning 400 ft east of High Street and extending 865 ft easterly through a wooded area.

Opinion of Probable Construction Cost = \$159,600

The Opinion of Probable Total Project Cost for all work is as follows:

Subtotal Construction Cost	\$131,000
Construction Contingency	\$17,000
<u>Engineering and Construction Observation</u>	<u>\$11,600</u>
Total Budget Amount	\$159,600

Total Opinion of Probable Project Cost = \$159,600

Please let us know if you have any questions or need additional information.

Sincerely,

**WHKS & co.**

A handwritten signature in black ink, appearing to read 'Angela Kolz', is written over the company name.

Angela Kolz, P.E.  
Senior Associate

cc: Matt Alcazar, City of Webster City





## MEMORANDUM

TO: Kent Harfst, Interim City Manager  
Mayor and Council

FROM: Ken Wetzler, Public Works Director

DATE: January 15, 2019

RE: 2019 Street Improvements Project

---

**SUMMARY:** The 2019 Street Improvements Project plans and specifications are completed and the project is ready to send out for bids. The project will consist of asphalt milling and resurfacing with asphalt on Broadway Street, north of the Railroad tracks, to the north end of Broadway Street; milling and resurfacing of John Street that intersects Broadway, and William Street which also intersects Broadway; and also includes milling and resurfacing with curb replacement on the 1000 and 1100 blocks of Water Street. **Note map.**

**PREVIOUS COUNCIL ACTION:** Council authorized Snyder & Associates Engineering to design the project November 19, 2018.

**BACKGROUND/DISCUSSION:** The project involves resurfacing with asphalt after milling Broadway, John, and William Streets. Water Street will be milled, curbs will be reestablished to improve drainage then resurfaced with asphalt.

The condition of these streets are as such if we don't resurface them we will lose the little remaining surface. We can't street sweep because it pulls up the asphalt. Along Water Street the curb is almost completely gone, thus the water just sits there.

Detailed plans and specifications are available in the Public Works office for review.

The proposed project schedule is as follows:

- January 21: City Council sets bid date/time and public hearing date/time
- January 24: Publish Notice of Hearing and Letting
- February 12 at 3:00 p.m.: Conduct the bid lettings
- February 18 at 5:35 p.m.: Conduct the public hearing and award contracts and authorize execution of contracts by Mayor and City Clerk
- October 2019: Scheduled completion date. Ligated damages are \$1,000.00 per day

**FINANCIAL IMPLICATIONS:** Funding for the project is from Road Use Tax funds. The opinion of probable cost for both the construction and the materials is as follows (includes construction, engineering, construction observation, and contingency):

Construction Costs	\$515,000.00
Construction Contingency	\$ 25,000.00
Engineering/Construction Observation/Survey	<u>\$102,800.00</u>
<b>TOTAL PROJECT</b>	<b><u>\$642,800.00</u></b>

There are sufficient funds in the Road Use Tax fund to cover this project.



**RECOMMENDATION:** Staff recommends approval of attached resolution setting the public hearing for the project.

**ALTERNATIVES:** The City Council could choose to delay the project, or direct other alternatives for the streets.

**CITY MANAGER COMMENTS:** I am also recommending the City Council approve the resolution setting the public hearing for the project.



**RESOLUTION NO. 2019 - \_\_\_\_\_**

**PROVIDE FOR NOTICE OF HEARING ON PROPOSED PLANS AND SPECIFICATIONS  
AND PROPOSED FORM OF CONTRACT AND ESTIMATE OF COST FOR CONSTRUCTION OF  
2019 STREET IMPROVEMENTS PROJECT**

**WHEREAS**, the City Council of the City of Webster City, Iowa, has determined that it is necessary and desirable that a public improvement be done as described in the proposed plans and specifications and form of contract, which may be hereafter referred to as the 2019 Street Improvements Project, (and is sometimes hereinafter referred to as the Project), which proposed plans, specifications and form of contract and estimate of cost are on file with the City Clerk; and

**WHEREAS**, it is necessary to fix a time and place of public hearing on the proposed plans, specifications and form of contract and estimate of cost for the Project and to advertise for sealed bids for the Project;

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Webster City, Iowa, as follows:

**Section 1.** The detailed plans and specifications, notice of hearing and estimate of cost referred to in the preamble hereof be and the same are hereby approved.

**Section 2.** The Project is necessary and desirable for the City, and it is in the best interests of the City to proceed toward the construction of the Project.

**Section 3.** The amount of the bid security to accompany each bid is hereby fixed at 5% of the amount of the proposal.

**Section 4.** Sealed proposals will be received by the City Clerk of Webster City, at the Council Chambers of the City Council, in the City Hall of said City, until 3:00 p.m. on the 12<sup>th</sup> day of February, 2019, for the 2019 Street Improvements Project, as described in the plans and specifications therefor now on file in the office of the City Clerk. Proposals will be opened by City Staff appointed by the City Council as provided by Section 384.101, Code of Iowa.

**Section 5.** The 18th day of February, 2019, at 5:35 o'clock p.m. at the City Hall, Webster City, Iowa, is hereby fixed as the time and place of hearing on the proposed plans, specifications, form of contract and estimate of cost for the Project, and also as the time and place of considering bids previously received by the City Clerk in connection therewith.

**Section 6.** The City Clerk is hereby authorized and directed to give notice of the aforementioned hearing and letting by publication of such notices in a newspaper of general circulation in the City, which publication shall be made not less than four nor more than twenty days prior to the time of the said hearing, all in conformity with Chapters 362, 384, and 26 of the Code of Iowa. The said notice shall be in the form substantially as attached to this resolution.

**Section 7.** All provisions set out in the following form of notice are hereby recognized and prescribed by this Council and all resolutions or orders or parts thereof, to the extent the same may be in conflict herewith, are hereby repealed.

Passed and approved this 21st day of January, 2019.

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John Hawkins, Mayor

ATTEST: \_\_\_\_\_  
Karyl K. Bonjour, City Clerk



## **NOTICE TO BIDDERS**

### **2019 Street Improvements Project**

#### **CITY OF WEBSTER CITY, IOWA PUBLIC IMPROVEMENTS PROJECT**

##### **Public Hearing on Proposed Contract Documents and Estimated Costs for Improvement**

Notice is hereby given that a public hearing will be held by the City of Webster City, Iowa on the proposed Contract Documents (plans, specifications, and form of contract) and estimated total cost for the 2019 Street Improvements Project at its meeting at 5:35 P.M. on the 18<sup>th</sup> day of February, 2019, in said City Council Chambers, Webster City City Hall, 400 Second Street, Webster City, Iowa 50595.

##### **Time and Place for Filing Sealed Proposals**

Sealed bids for the work comprising the improvements as stated below must be filed before **3:00 P.M.** according to the clock in said City Council Chambers on the **12<sup>th</sup> day of February, 2019**, at the reception desk in the City Hall, 400 Second Street, Webster City, Iowa 50595. Bids received after the deadline for submission of bids as stated herein shall not be considered and shall be returned to the late bidder unopened.

##### **Time and Place Sealed Proposals Will be Opened and Considered**

Sealed proposals will be opened by the City Staff and bids tabulated at **3:00 P.M.** on the **12<sup>th</sup> day of February, 2019**, in said City Council Chambers. Bids will be considered by the **Public Works Director or his designee** at its meeting on the **18<sup>th</sup> day of February, 2019 at 5:35 P.M.** The City Council may award a Contract at said meeting, or at such other time and place as shall then be announced.

##### **Contract Documents**

A copy of said plans, specifications, and form of contract, and estimated total cost is now on file in the office of the City Clerk and may be examined at Webster City City Hall, 400 Second Street, Webster City, Iowa 50595.

An electronic copy of the Contract Documents is available at [www.snyder-associates.com/bids](http://www.snyder-associates.com/bids) for no cost **and choosing the 2019 Street Improvements Project on the left**. Project information, estimated total cost, and planholder information is available for no cost at the same link. Downloads of the Contract Documents require the user to register for a free membership at [www.QuestCDN.com](http://www.QuestCDN.com).

Paper copies of the Contract Documents are available from Snyder & Associates, Inc., 911 Central Avenue, Fort Dodge, Iowa 50501, for a fee of Twenty-five Dollars (\$25.00) per set. This fee is refundable, provided the following conditions are met: (1) The Contract Documents are returned complete and in a reusable condition, and (2) they are returned within fourteen (14) calendar days after the award of the project. You must call 515-573-2030 in advance to reserve a paper copy.

## General Nature of the Public Improvement

### 2019 Street Improvements Project

The 2019 Street Improvements Project includes pavement repair and replacement at the following locations in Webster City:

- Water Street from Beach Street through the intersection of Funk Street
- Broadway Street from James Street to William Street
- All of John Street
- William Street from Broadway Street to 45' west of UP railroad tracks

The project includes approximately 7,991 SY of Asphalt Milling (2.5"), 915 TON of HMA Overlay (2"), 11 manhole minor adjustments, 1,134 LF of Trenchless Footing Drain (8"), 997 LF of Trenched Footing Drain (8"), 2,542 LF of (2.5') Curb and Gutter, 242 Full Depth HMA Patches, 400 SY of PCC Driveway (6"), 222 SY of Sidewalk Removal, 144 SY of PCC Sidewalk (6") and 65 SY of PCC Sidewalk (4").

### Bid Security

Each Bidder shall accompany its bid with bid security as defined in Iowa Code Section 26.8, as security that the successful Bidder will enter into a Contract for the work bid upon and will furnish after the award of Contract a corporate Surety Bond, in a form acceptable to the City of Webster City, for the faithful performance of the Contract, in an amount equal to one hundred percent (100%) of the amount of the Contract. The Bidder's security shall be in the amount fixed in the Instructions to Bidders and shall be in the form of a cashier's check or a certified check drawn on an FDIC insured bank in Iowa or on an FDIC insured bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States; or a Bid Bond on the form provided in the Contract Documents with corporate Surety satisfactory to the City of Webster City. The bid shall contain no condition except as provided in the specifications.

### Performance, Payment, and Maintenance Bond

Each successful Bidder will be required to furnish a corporate Surety Bond in an amount equal to one hundred percent (100%) of its Contract price. Said Bond shall be issued by a responsible Surety approved by the City of Webster City and shall guarantee the faithful performance of the Contract and the terms and conditions therein contained and shall guarantee the prompt payment of all material and labor, and protect and save harmless the City of Webster City from claims and damages of any kind caused by the operations of the Contract and shall also guarantee the maintenance of the improvement caused by failures in materials and construction for a period of two (2) years from and after acceptance of the Contract.

### Title VI Compliance

The City of Webster City, Iowa, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age, or disability in consideration for an award.

### Completion of Work

The Notice to Proceed is anticipated to be issued after satisfactory review of executed bonds, insurance, and contract. A projected start date of July 8<sup>th</sup>, 2019 or sooner should ensure adequate time to complete the project.

The Contractor shall fully complete the project by October 4, 2019. Fully complete shall be defined as all surface restoration being completed and all improvements being ready for final acceptance.

Should the Contractor fail to fully complete the work by the completion date of October 4, 2019, liquidated damages of One Thousand Dollars (\$1,000.00) per calendar day will be assessed for work not completed.

The City of Webster City does hereby reserve the right to reject any or all bids, to waive informalities, and to enter into such contract, or contracts, as it shall deem to be in the best interest of the City.

This Notice is given by authority of the City Council of the City of Webster City, Iowa.

Dated at Webster City, Iowa, this 21<sup>st</sup> day of January, 2019.

\_\_\_\_\_  
John Hawkins, Mayor

ATTEST:

\_\_\_\_\_  
Karyl K. Bonjour, City Clerk

Posted on City of Webster City website on the \_\_\_\_ day of **January, 2019**.

Posted at Master Builders International Plan Room on the \_\_\_\_ day of **January, 2019**.



## **NOTICE OF HEARING**

### **NOTICE OF PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR:**

#### **2019 Street Improvements Project CITY OF WEBSTER CITY, IOWA PUBLIC IMPROVEMENT PROJECT**

Public Notice is hereby given that a public hearing will be held by the City of Webster City, Iowa on the proposed Contract Documents (plans, specifications, and form of contract) and estimated total cost for the **2019 Street Improvements Project** at its meeting at **5:35 P.M.** on the **18<sup>th</sup> day of February, 2019**, in said City Council Chambers, Webster City City Hall, 400 Second Street, Webster City, Iowa 50595.

The **2019 Street Improvements Project** includes pavement repair and replacement at the following locations in Webster City:

- Water Street from Beach Street through the intersection of Funk Street
- Broadway Street from James Street to William Street
- All of John Street
- William Street from Broadway Street to 45' west of UP railroad tracks

The project includes approximately 7,991 SY of Asphalt Milling (2.5"), 915 TON of HMA Overlay (2"), 11 manhole minor adjustments, 1,134 LF of Trenchless Footing Drain (8"), 997 LF of Trenched Footing Drain (8"), 2,542 LF of (2.5') Curb and Gutter, 242 Full Depth HMA Patches, 400 SY of PCC Driveway (6"), 222 SY of Sidewalk Removal, 144 SY of PCC Sidewalk (6") and 65 SY of PCC Sidewalk (4").

At said hearing, the City Council will consider the proposed plans, specifications, form of contract and estimate of cost for said project, the same now being on file in the office of the City Clerk, reference to which is made for a more detailed and complete description of the proposed improvements, and at said time and place the said Council will also receive and consider any comments/objections to said plans, specifications and form of contract or to the estimated cost of said improvements made by any interested party.

The City of Webster City does hereby reserve the right to reject any or all bids, to waive informalities, and to enter into such contract, or contracts, as it shall deem to be in the best interest of the City.

This Notice is given by authority of the City Council of the City of Webster City, Iowa.

Dated at Webster City, Iowa, this 21<sup>st</sup> day of January, 2019.

\_\_\_\_\_  
John Hawkins, Mayor

ATTEST:

\_\_\_\_\_  
Karyl K. Bonjour, City Clerk

Published in the FREEMAN JOURNAL the \_\_\_\_ day of January, 2019



January 14, 2019

Ken Wetzler  
City of Webster City  
400 East Second Street  
Webster City, Iowa 50595

RE: 2019 STREET IMPROVEMENTS PROJECT  
ENGINEER'S OPINION OF PROBABLE PROJECT COSTS

Dear Ken:

Please find below our opinion of probable costs for the 2019 Street Improvements Project.

The project includes milling and asphalt overlay of Broadway, William, and John Street and Water Street improvements including new curbs, milling, and asphalt overlay from Beach through Funk Street.

Opinion of Probable Construction Costs = \$515,000

The Opinion of Probable Project Costs for all work is as follows:

Subtotal Construction Cost	\$515,000
Construction Contingency	\$25,000
Engineering, Construction, and Administration	\$94,800
Construction Survey	\$8,000
Total Project Cost	\$642,800

Total Opinion of Probable Project Cost = \$642,800

Please let us know if you have any questions or need more information.

Respectfully,

SNYDER & ASSOCIATES, INC.

Jeremy Purvis, P.E.  
Project Construction Manager

CC: Matt Alcazar, City of Webster City  
Paul Jacobson, P.E. - Snyder & Associates



## MEMORANDUM

TO: City Manager  
Mayor and Council

FROM : Tim Danielson, Waste Water Plant Supervisor

DATE: January 8, 2019

RE: Request to make emergency repairs to Final Clarifier gearbox at Waste Water plant

---

**SUMMARY:** On Nov. 26, 2018 the gearbox on one of our secondary clarifiers seized up. This unit is the final stage in removing solids before discharge to the river. It is essential to repair the gearbox before our daily flows increase this spring as the only remaining clarifier will not be able to keep up with the demands put on it as the sole clarifier. The manufacturer of the gearbox is Walker Process Controls. They will be rebuilding the gearbox as the **Sole Source provider** so we will not have any other bids for this work.

**BACKGROUND/DISCUSSION:** We have dismantled the top section of the gearbox with the hope that the problem was located there, unfortunately the problem lies in the bottom portion of the gearbox. The main bearing on the clarifier seized up on 11/26/2018. This prevents the clarifier sweeps from collecting the sludge for removal. When rebuilding the Primary Clarifier last year, we had to repair the gearbox on that clarifier. This will essentially be the same repairs.

**FINANCIAL IMPLICATIONS:** The attached quote of \$18,850.00 does not include parts required to repair the lower portion of the gearbox. These cannot be ascertained until disassembling the gearbox and inspecting it. Based on the previous repair we did, I would expect an additional \$10,000 in cost. I would expect a total of approximately \$27,000 in cost.

**RECOMMENDATION:** We request Council approval to proceed with the needed repairs as soon as possible.

**ALTERNATIVES** The only alternative to not repairing the Clarifier gearbox (bearing) is to continue treatment with the single clarifier. I do not believe we will have satisfactory treatment results doing this.

**CITY MANAGER COMMENTS:** With this being an emergency repair and vital to the operation of the Waste Water Treatment Plant, we need to proceed.

01-03-2019

## QUOTE

21393

CONTRACT#: P00684

WALKER PROCESS EQUIPMENT

840 N RUSSELL AVE  
AURORA, ILLINOIS 60506  
PHONE: (630) 892-7921  
FAX: (630) 892-7951

Brian Freeman  
(630) 264-5244  
bfreeman@walker-process.com

CUSTOMER: WEBSTER CITY, IA, CITY OF  
WASTEWATER TREATMENT PLANT  
101 E. OHIO STREET  
WEBSTER CITY, IA 50595

CONTACT: CHAD DINGMAN  
PHONE: 651-226-8429  
FAX: 515-832-9185

JOB NAME: WEBSTER CITY WWTP  
WEBSTER CITY, IA

QTY	DESCRIPTION	UNIT PRICE	AMOUNT	SHIPMENT
1	REBUILD 28H6T DRIVE AT WALKER PROCESS. SEE NOTE A.	18,850.00	18,850.00	6-8 WKS ARO

Net 30 Days after Shipment

\$18,850.00

NOTE A: INCLUDES THE FOLLOWING: BEARINGS, SEALS, GASKETS, SHIMS, UPPER/LOWER DUST SHIELDS, DRIVE AND DRIVEN SPROCKETS, DRIVE CHAIN, REMOVABLE RACES, BEARING BALLS, NEW WALKER TORQUE MONITOR. DRIVE WOULD BE FINISH PAINTED GRAY. INCLUDES DELIVERY TO JOBSITE.

DRIVE WOULD BE DISASSEMBLED, CLEANED, INSPECTED. IF DURING INSPECTION ANY DAMAGE IS FOUND TO MAJOR COMPONENTS (I.E. WORM GEAR/WORM SHAFT, PINION SHAFT, CASTINGS), WORK WILL STOP AND THE DAMAGE WILL BE REPORTED TO THE CUSTOMER. PRICING WOULD BE PROVIDED AT THAT TIME. ALL APPROVED NEW PARTS WILL BE INSTALLED, DRIVE WILL BE TESTED, AND FINISH PAINTED.

NOT INCLUDED IN THE PRICING: DELIVERY OF DRIVE ASSEMBLY TO WALKER PROCESS, GEAR MOTOR, CHAIN GUARDS, AND ANY MAJOR COMPONENTS INCLUDING SPUR GEAR HOUSING, WORM GEAR HOUSING, SPLIT RING GEAR, PINION SHAFT, WORM GEAR/WORM SHAFT.

### NOTE:

PRICES ARE FIRM FOR THIRTY (30) DAYS FROM THIS QUOTATION. ALL PRICES QUOTED ARE BASED ON BUYERS ACCEPTANCE TO THE COMPANIES STANDARD TERMS OF SALES, AND/OR ADDITIONAL TERMS ON THIS QUOTATION. PRINTED COPIES CAN BE MAILED UPON WRITTEN REQUEST. WALKER PROCESS IS NOT REGISTERED TO COLLECT OR PAY TAXES FOR YOUR PURCHASE OF MATERIALS.

THE PRICES QUOTED ARE SUBJECT TO ADJUSTMENT TO REFLECT CHANGES IN THE COST OF MATERIAL (A) AND OTHER ITEMS (B) TO WALKER PROCESS DIVISION OF MCNISH CORPORATION THAT OCCUR BETWEEN QUOTATION AND TIME MATERIALS ARE PURCHASED AS MEASURED BY:

- A. THE APPROPRIATE MATERIAL INDICES, SUCH AS NORTH AMERICAN CARBON STEEL PRICE INDEX.
- B. PRICE REVISIONS FOR ITEMS NOT MANUFACTURED BY WALKER PROCESS, DIVISION OF MCNISH CORPORATION.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

### Delivery Terms

F.O.B. Aurora, IL or point of shipment with freight prepaid and added to the invoice

### Payment Terms

Net 30 Days of Order

### Minimum Order

\$50.00

NOTE: Credit Card Orders are subject to 3% CC company charge

When ordering parts, please refer to Contract Number: **P00684** and Quote No. **21393**

BY: Brian Freeman - (630) 264-5244

REPAIR SALES

Page 1 of 1





## MEMORANDUM

TO: Kent Harfst, Interim City Manager  
Mayor and Council

FROM: Matt Alcazar, Engineering Tech/Project Coordinator

DATE: January 21, 2019

RE: 2019 Street Lane Striping Services Contract

---

**SUMMARY:** We would like authorization to seek proposals for a Street Lane Striping Services provider.

**BACKGROUND/DISCUSSION:** This is considered a maintenance procedure and the past three years, we have contracted with Iowa Plains Signing. We would like to again request proposals from regional contractors to provide this service for a three year contract with the possibility to extend that contract up to two, one year extensions.

Previously Iowa Plains Signing has been awarded this contract which was through the 2018 season. Pursuant to the purchasing policy of the City of Webster City we plan to seek proposals from companies who meet the requirements of the State of Iowa to provide this service.

**FINANCIAL IMPLICATIONS:** This service is paid out of the Street Department Operations Budget.

**RECOMMENDATION:** Submit request for proposals to Street Lane Striping Services professionals to determine cost for service.

**ALTERNATIVES:** Council may choose to not do any service agreement for Street Lane Striping Services or direct staff to find alternative solutions to contracting with a service provider.

**CITY MANAGER COMMENTS:** I support this recommendation.



## MEMORANDUM

TO: Kent Harfst, Interim City Manager  
Mayor and Council

FROM: Matt Alcazar, Engineering Tech/Project Coordinator

DATE: January 21, 2019

RE: 2019 Sanitary and Storm Sewer Services Contract

---

**SUMMARY:** We would like authorization to seek proposals for a Sanitary and Storm Sewer Services provider.

**BACKGROUND/DISCUSSION:** This is considered a maintenance procedure and the past three years we have contracted with Hydro Klean, Inc. We would like to again request proposals from regional contractors to provide this service for a three year contract with the possibility to extend that contract up to two, one year extensions.

Previously Hydro Klean has been awarded this contract which was through the 2018 season. Pursuant to the purchasing policy of the City of Webster City we plan to seek proposals from companies who meet the requirements of the State of Iowa to provide this service.

**FINANCIAL IMPLICATIONS:** This service is paid out of the Street Department Operations Budget.

**RECOMMENDATION:** Submit request for proposals to Sanitary and Storm Sewer Services professionals to determine cost for service.

**ALTERNATIVES:** Council may choose to not do any service agreement for Sanitary and Storm Sewer Services or direct staff to find alternative solutions to contracting with a service provider.

**CITY MANAGER COMMENTS:** I also am recommending to have the City Council support staff to submit requests for proposals for this service.





## MEMORANDUM

**TO:** Interim City Manager  
Mayor and City Council

**FROM:** Planning Director

**DATE:** January 15, 2019

**RE:** Resolution Accepting Acquisition of 1021 Clark Street

---

**SUMMARY:** The City of Webster City desires to take possession of a vacant and abandoned property at 1021 Clark Street.

**PREVIOUS COUNCIL ACTION:** N/A

**BACKGROUND/DISCUSSION:** We have been dealing with the dwelling at the above mentioned address for an extended period of time regarding its dilapidated condition. Iowa State Code Section 657A.10A allows cities to petition the courts to gain possession of dilapidated homes when no one will take responsibility to better their condition. A Petition for Abandonment was filed in June of 2018 to start the Court process. Judgement was received on January 15, 2019, allowing the City to take possession.

**FINANCIAL IMPLICATIONS:** We can try to sell the house for rehabilitation, or we can demolish the property. An interior inspection of the property needs to be completed to determine if the property could be rehabbed and put back on the tax rolls.

**RECOMMENDATION:** Approve the resolution accepting and approving acquisition of 1021 Clark Street.

**CITY MANAGER COMMENTS:** I am also recommending the City Council approve the resolution accepting and approving this acquisition.

**RESOLUTION NO. 2019 \_\_\_\_\_**

**RESOLUTION ACCEPTING AND APPROVING ACQUISITION OF  
PROPERTY GENERALLY LOCATED AT 1021 CLARK STREET IN THE CITY  
OF WEBSTER CITY, HAMILTON COUNTY, IOWA.**

**WHEREAS**, Iowa Code Section 657A.10A allows cities to petition the courts for possession of vacant and dilapidated homes, of which no one will take responsibility for its condition, and

**WHEREAS**, the hereinafter described parcel contains a vacant dwelling that has been deemed dangerous and unsafe and does not meet the City of Webster City's respective municipal code sections, and

**WHEREAS**, the Iowa District Court for Hamilton County found:

1. That 1021 Clark Street is legally described as:

Lot 6, Block 13, Wilson, Funk & Co's. Addition to Webster City, Iowa,  
except that portion deeded for railroad purposes.

This is a residence and not a commercial building. According to the evidence presented in this case, the property is unoccupied and has been vacant for more than six months. There are presently no utilities being provided to the property. There is a large presence of accumulation of uncut vegetation on the property and the property appears to be in a dilapidated state.

2. That because of the findings of fact made above, the Court determines that the property is an abandoned building pursuant to Section 657A.10A.

**WHEREAS**, the Iowa District Court for Hamilton County ordered, adjudged and decreed that the above described property is an abandoned property pursuant to Section 657A.10A and awarded title of said property to the City of Webster City, and

**NOW THEREFORE BE IT RESOLVED** by the City Council of Webster City, Iowa, that the above described property is accepted and approved for the purposes as described in Section 657A.10A.

Passed and adopted this 21<sup>st</sup> day of January, 2019.

**CITY OF WEBSTER CITY, IOWA**

\_\_\_\_\_  
John Hawkins, Mayor

**ATTEST:**

\_\_\_\_\_  
Karyl K. Bonjour, City Clerk

IN THE IOWA DISTRICT COURT FOR HAMILTON COUNTY

---

CITY OF WEBSTER CITY, IOWA,	)	No. EQCV029461
Petitioner,	)	
	)	
vs.	)	
	)	ORDER FOR JUDGMENT
KEITH J. CLARK, C & T 1, LLC,	)	
K DIAMOND K HOLDINGS – SERIES 3, LLC,	)	
HAMILTON COUNTY, IOWA and	)	
PARTIES-IN-POSSESSION,	)	
Respondents.	)	

---

NOW on this 14<sup>th</sup> day of January, 2019, this matter came before the Court as scheduled for hearing. Present was Attorney Zachary S. Chizek representing the Petitioner, City of Webster City, Iowa. No other attorneys or Respondents appeared.

The Court notes that proof of service on all parties has been shown. The Petition and Original Notice were posted on the property located at 1021 Clark Street, Webster City, Iowa, by the Hamilton County Sheriff's Office on July 17, 2018. Respondent, Keith J. Clark, was served by publication per the Court's Order on November 5, 2018, November 12, 2018, and November 19, 2018. The remaining Respondents were served by certified mail on or before July 20, 2018.

THE COURT MAKES THE FOLLOWING FINDINGS OF FACT:

1. That 1021 Clark Street is legally described as:  
  
Lot 6, Block 13, Wilson, Funk & Co's. Addition to Webster City, Iowa, except that portion deeded for railroad purposes.  
  
This is a residence and not a commercial building. According to the evidence presented in this case, the property is unoccupied and has been vacant for more than six months. There are presently no utilities being provided to the property. There is a large presence of accumulation of uncut vegetation on the property and the property appears to be in a dilapidated state.
2. That because of the findings of fact made above, the Court determines that the property is an abandoned building pursuant to Section 657A.10A.
3. No one appeared today to argue on behalf of any Respondents, nor did any of the Respondents appear personally. The Court hereby finds all Respondents to be in default in this matter.

IT IS, THEREFORE, ORDERED, ADJUDGED AND DECREED, that the property cited above is an abandoned property pursuant to Section 657A.10A. Judgment is hereby ordered in

favor of the Petitioner, City of Webster City, Iowa, and the Court hereby awards title of this property to the City of Webster City, free and clear from any liens and encumbrances. The Clerk shall notify the Hamilton County Auditor's Office, Assessor's Office, Recorder's Office and Treasurer's Office, so that these offices may take note of this Order and adjust their records accordingly. Court costs shall be taxed to the Petitioner.



State of Iowa Courts

**Type:** ORDER FOR JUDGMENT

<b>Case Number</b>	<b>Case Title</b>
EQCV029461	CITY OF WEBSTER CITY VS KEITH J. CLARK, C & T 1, EL AL

So Ordered

A handwritten signature in black ink, reading "James A. McGlynn". The signature is written in a cursive style.

James A. McGlynn, District Court Judge,  
Second Judicial District of Iowa

Electronically signed on 2019-01-15 08:44:11 page 3 of 3





**To:** City Council

**From:** Beth Chelesvig, Administrative Services Director

**Date:** January 15, 2019

---

Attached is a letter requesting proposals for executive recruitment services for your review. In the past we have sent out to 4-6 firms and have given them 4 weeks to return a proposal. Council will then review the proposals and decide which firm to move forward with and begin the process. If approved I will send these out on January 22, 2019, with a proposal due date of February 22, 2019.

Listed below are the firms that I will send the RFP to. I sent a request out to other cities for recommendations from those that had completed a search in recent years. Reflected below are the recommendations that I received. If there are others that you would like me to send out to please let me know.

Thank you.

HueLife  
Irina Fursman  
(651)-204-0441  
[irinafursman@hue.life](mailto:irinafursman@hue.life)  
5775 Wayzata Blvd, Suite 700  
St. Louis Park, MN 55416

Callahan Municipal Consultants LLC  
Pat Callahan  
(563)-599-3708  
[Callahan.cmc@gmail.com](mailto:Callahan.cmc@gmail.com)  
417 Kaitlynn Avenue  
Anamosa, IA 52205

Paul Wenbert, ICMA-CM  
Western Regional Manager  
Slavin Management Consultants  
(480)-664-2676  
[pwconsulting@cox.net](mailto:pwconsulting@cox.net)  
7828 E. Red Hawk Circle  
Mesa, AZ 85207

Mark Jackson/Brent Hinson Consulting  
[jacksons04@windstream.net](mailto:jacksons04@windstream.net)

Strategic Government Resources  
Ron Holifield  
P.O. Box 1642  
(817)-337-8581  
[ron@governmentresource.com](mailto:ron@governmentresource.com)  
Keller, TX 76244





## REQUEST FOR PROPOSAL

DATE: January 22, 2019

The City of Webster City is requesting proposals for the recruitment and selection process to fill the position of city manager. Proposals will be due by February 22, 2019 at 5:00 p.m. and should include the following information.

- Information describing your company's background in public sector searches for city manager
- Information on the consultant that will be assigned, including city manager searches they have completed and reference list
- Procedure that will be followed and associated timeline, please describe processes used to determine candidates that will best fit the needs of the city that you are working for
- Fee for service, please include list of any additional fees not covered under flat fee for service

Webster City is located in north central Iowa. Webster City is home to a number of diverse industries and has an agricultural based economy. Since 1915 the City of Webster City has had a Council-Manager form of government so the position reports to a five-member Council elected at large for four year terms. Position is responsible for supervision of 69 full-time employees and a total operating budget of \$22 million for FY 18-19. Municipal services include public works, utilities (including electric), police, fire, park/recreation, cemetery, zoning, inspection.

If there are any questions please contact Beth Chelesvig at the City of Webster City at (515)-832-9151.

Thank you.

## MEMORANDUM

TO: Mayor and Council

FROM: Chuck Stansfield, Fire Chief

DATE OF MEMO: January 15, 2019

RE: Request to purchase fire equipment through cost share DNR Grant

---

**SUMMARY:** Requesting Council approval to purchase two bladder packs, four mask smoke filter cartridges, two firecom headsets, and two 5 gallon pails of firefighting foam, under the cost share grant from the DNR.

**PREVIOUS COUNCIL ACTION:** There is currently a CEP for the fiscal year of 2018- 2019 for radios, subject to changes made within Hamilton County radio system, which includes as extra equipment needed, 2 sets of headsets for E33 and L31.

**BACKGROUND/DISCUSSION:**

All items were researched and prices for the foam, and backpack bladder packs were all within the requested amount. The four mask filter cartridges are specific to the brand of mask the department already carries, and the quote from Rcomm wireless, Iowa Falls, IA for the firecom headsets was the only quote returned. The foam is being purchased to restock our foam supply as it has been used on recent fires. The bladder packs will replace old worn out/ broken current packs. The masks are to allow for safe respiratory protection while fighting grass and field fires for the firefighters. The headsets will allow for better and clearer communication enroute and on scene of all emergencies, as it will eliminate background noise.

**FINANCIAL IMPLICATIONS:** The cost share that the DNR grant offers will pay for \$2,590.00 which is half of the total cost for the equipment. The breakdowns for these costs are as follows:

Equipment to Purchase	Total Cost	Cost with DNR Grant	Budget fund
- 2- Bladder Packs	\$420.00	\$210.00	100-21-22-5140-311
- 4- Mask Cartridges	\$966.00	\$483.00	100-21-22-5140-311
- 2- Set of Headsets	\$3,494.00	\$1,747.00	100-41-22-5140-515
- 2- Pails of Foam	\$300.00	\$150.00	100-21-22-5140-318
<b>Total cost</b>	<b>\$5,180.00</b>	<b>\$2,590.00</b>	

**RECOMMENDATION:** I recommend that the Council approve the purchase of fire equipment with cost share DNR grant up to \$2590.00 for the above mentioned.

**ALTERNATIVES:** The department could do the following:

- Choose to not utilize the DNR grant cost share.

**CITY MANAGER COMMENTS:** I concur with the Fire Chief's recommendation.

**Iowa Department of Natural Resources  
Forestry - Fire Program**

Gail Kantak, Fire Supervisor  
2404 South Duff Ave.  
Ames, IA 50010

Phone: (515) 233-8067 or (515) 233-1161

Fax: (515) 233-1131

Cell: (515) 689-0083

[Gail.Kantak@dnr.iowa.gov](mailto:Gail.Kantak@dnr.iowa.gov)

November 19, 2018

**Webster City Fire Dept**

Chuck Stansfield  
919 Superior St  
Webster City, IA 50595

Dear Chief Stansfield,

The DNR Forestry - Fire Program is pleased to inform you that your application for **2018 Volunteer Fire Assistance Grant** funds was **approved** for the following:

**US Forest Service  
& DNR Forestry - Fire Program  
2018 VFA GRANT**

**FEDERAL ASSISTANCE APPROVED  
\$ 2590**

**FOR:**

2 5-GAL BACKPACK BLADDER BAGS; 4 ADAPTERS AND CARTRIDGES FOR SCBA MASKS; 2 MOBILE  
RADIO HEADSETS; 2 UNITS OF FOAM

*Note : NO SINGLE ITEM PURCHASED AT \$5000 OR MORE IS ELIGIBLE!*

*To confirm your desire to use this allocation as identified above, you must sign and return the enclosed Memorandum of Understanding by January 31, 2019.*

**RECORD KEEPING**

**It is necessary for you to keep the following records for state and federal auditing purposes:**

1. Copy of the **Memorandum of Understanding** (MOU) between your department and the DNR Forestry - Fire Program.  
***(Return original to DNR by January 31, 2019).***
2. Source documents, such as paid invoices, time reports showing hours of volunteer work, copies of cancelled checks or evidence of payment, etc. - **All invoices must be dated between October 1, 2017 and June 30, 2019**
3. Records that show the source of the department funds and how funds were spent on this project.
4. Copy of the **Project Billing Certification Packet** (i.e., Project Billing Certification form, copies of paid invoices and evidence that invoices have been paid.) **(This packet, with original signatures, must be submitted to the DNR by July 31, 2019)**

## **2018 Volunteer Fire Assistance (VFA) Grants Program Memorandum of Understanding**

This Memorandum of Understanding, is made and entered into this 19<sup>th</sup> day of **November, 2018**, by and between the Iowa Department of Natural Resources - Division of Conservation and Recreation -- Forestry - Fire Program (hereinafter referred to as the "Forestry - Fire Program ") and the Webster City Fire Dept (hereinafter referred to as the "Grantee").

### **WITNESSETH THAT:**

**WHEREAS**, the Grantee protects a community of less than 10,000 citizens, and

**WHEREAS**, the control of timber, grass, and wildland fires in, and adjacent to, rural and suburban areas is essential to an effective fire control program, and

**WHEREAS**, the Grantee is actively engaged in the prevention and suppression of all fires in and adjacent to rural and suburban area, and

**WHEREAS**, the Grantee can more adequately carry out this function if additional equipment is available, and

**WHEREAS**, the Forestry - Fire Program is authorized by Congress to provide such protection agencies with Fiscal Year 2018 Grant Funds for the Volunteer Fire Assistance Program, and

**Note: NO SINGLE ITEM PURCHASED AT \$5000 OR MORE IS ELIGIBLE/**

The parties to this memorandum of understanding do hereby agree as follows:

### **THE FORESTRY - FIRE PROGRAM AGREES:**

1. To make available, based upon the FY 2018 Grantee application, **\$ 2590 of VFA Funds** to the Grantee.
2. Upon receipt of the appropriate **Project Billing documentation**, (to be received by the Forestry - Fire Program **no later than July 31, 2019**, the Forestry - Fire Program will release 50% of the approved project costs up to the amount of the allocation made above.

### **THE GRANTEE AGREES:**

1. That no single item will be purchased at **\$5000 or more**.
2. To return to the DNR Forestry - Fire Program - Attn: Gail Kantak, DNR Fire Supervisor, 2404 South Duff Ave., Ames, IA 50010 a **signed copy of this Memorandum of Understanding by January 31, 2019**.
3. To submit documentation of only expenditures:
  - that are **less than \$5000** total value for a single item,
  - that have been paid in full,
  - that are identifiable and in accordance with the approved request and
  - that have been **incurred between October 1, 2017 and June 30, 2019**.
4. To submit the completed **Project Billing Certification** form, copies of **paid invoices** and **evidence that the invoice has been paid** in accordance with the approved application **no later than July 31, 2019**.
5. That the matching funds have not been derived from any federal source.



**I certify**

- that this billing is correct and just and is based upon actual payment(s) of record by the participant;
- that payment from the state has not been received;
- that the equipment and services are in accordance with the approved application.

**I further certify**

- that the matching funds of the participant have not been derived from federal sources;
- that the participant is not involved in any court litigation or lawsuits wherein it is alleged by private parties or the United States that persons were, on the grounds of race, color, sex, or national origin excluded from participation in, denied benefits of, or otherwise subject to discrimination in the action or facilities of the participant.
- that since VFA grants are federally funded through CFDA #10.664 from the US Department of Agriculture through the Forest Service Office, if our department required to have a single audit in accordance with OMB circular A-133, a copy of the audit report will be provided to the ONR if any findings noted are related to the award provided by the DNR. If no findings relate to the DNR award, a notification letter will be provided to the DNR stating findings noted did not relate to the DNR award.

I understand that any deviation from the original application may jeopardize our federal assistance.

Fire Department: **Webster City Fire Dept**

Approved for **\$ 2590** from 2018 VFA Funds (up to 50% of estimated project expenditures, not to exceed specified allocation)

**Federal Tax ID #: 42-6005348**

**DUNS# 073500324**

(check to make sure the FED ID# and the DUNS#s are correct and are for the same agency)

(E-Mail Address)

(Phone Number)

(Date Signed)

**Fire Chief**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Typed/Printed Name)

(E-Mail Address)

(Phone Number)

(Date Signed)

**Grant awarded to:**

Name: Address:  
City, State, Zip:

**Webster City Fire Dept  
919 Superior St Webster  
City, IA 50595**

6. Grantee is not involved in any court litigation or lawsuits wherein it is alleged by private parties or the United States that persons were, on grounds of race, color, sex, or national origin excluded from participation in, denied benefits of, or otherwise subject to discrimination in the action or facilities of the Grantee.
7. Since VFA grants are federally funded through CFDA #10.664 from the US Department of Agriculture through the Forest Service Office, if your entity is required to have a single audit in accordance with OMB circular A-133, a copy of the audit report will be provided to the DNR if any findings noted are related to the award provided by the DNR. If no findings relate to the DNR award, a notification letter will be provided to the ONR stating findings noted did not relate to the DNR award.

**IT IS MUTUALLY AGREED:**

That if an item is purchased at \$5000 or more, that item will be considered ineligible and no percentage of it will be reimbursed.

That if the completed Project Billing documentation is not received by **July 31, 2019** the allocation will be **cancelled** and upon cancellation this memorandum of understanding will be null and void.

**IN WITNESS WHEREOF**, the parties by and through their duly qualified and acting officials have hereunto set their hands.

**FORESTRY - FIRE PROGRAM  
DIVISION OF CONSERVATION AND RECREATION IOWA  
DEPARTMENT OF NATURAL RESOURCES**

BY \_\_\_\_\_  
Ga11K antak , DNR Fire Supervisor  
For Jeff Goerndt, State Forester

BY: \_\_\_\_\_  
(Mayor or other official)

Phone: \_\_\_\_\_

Date: November 19, 2018

Date: \_\_\_\_\_

BY: \_\_\_\_\_  
(Fire Chief)

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

E-Mail: \_\_\_\_\_



Accountability records showing current status of equipment over \$1000 in value purchased under this agreement. All equipment with serial numbers and/or over \$1000 in value must be recorded. None of this equipment can be sold or disposed of without prior approval of the State Forester for a period of three years.

6. VFA grants are federally funded through **CFDA #10.664 from the US Department of Agriculture through the Forest Service Office**. If your entity is required to have a single audit in accordance with OMB circular A-133, a copy of the audit report will be provided to the DNR if any findings noted are related to the award provided by the DNR. If no findings relate to the DNR award, a notification letter will be provided to the DNR stating findings noted did not relate to the DNR award.

### PROJECT BILLING

These federal Volunteer Fire Assistance funds are available to you upon submission of your completed:

- **Memorandum of Understanding** *(Submitted to DNR by January 31, 2011/J*
- **Copies of paid invoices**  
*(dated between 10/01/17 and 06/30/19); and*
- **Evidence that the invoices have been paid.**

To: Gail Kantak  
Fire Supervisor  
DNR Forestry - Fire Program  
2404 South Duff Avenue Ames,  
Iowa 50010-8093  
Phone: (515) 233-8067 or 1161

Sincerely,



Gail A. Kantak

Fire Supervisor - DNR Forestry - Fire Program  
Enclosure: Project Billing Form  
Memorandum of Understanding

# **CAPITAL EQUIPMENT PLAN**

## **Equipment request for "Replacement" equipment**

***Equipment to be purchased:*** 5 Motorola XPR 3500 VHF MOTOTRBO Portable Radios/ 2 Motorola APX 7500 Multi-Band P25 Mobile Radios

***Year to be purchased:*** 2018-2019

***Estimated cost:*** \$15,805 (Mobile radios- \$6000/ ea., Portable radios- \$761/ ea.) + 3% per year increase per salesperson

***How was this cost arrived at (state bid, dealer quote, etc):*** 2017 cost+ 3% per year increase per salesperson (Portable/ Mobile Radios )

***Trade in value of existing Equipment:*** None

***Anticipated useful life (years, hours, miles, etc):*** 10 to 20 years

***Fund(s) used to purchase this equipment:*** General Fund

***What Department(s) will use this equipment:*** Fire Department

***Is there other equipment that needs to be purchased with this equipment and if so list those items (blades, trailers, etc):*** Yes, 2 Firecom Headsets \$3494.00 for Engine 33 and 31.

***What is the purpose of this equipment:*** Change is coming at the state level in the near future, due to the changes to digital radio in the communications. These changes will include Hamilton County dispatch that will be going to a digital radio communication system. The current VHF analog system will no longer be used to dispatch calls to the Fire Station.

***What piece of equipment is this replacing:*** Current units in the trucks and portable units firefighters carry.

***What is the age of the equipment being replaced (hours, miles, years, etc):*** Current radios were hand me downs from the Police Department.

**(Please attach any supporting documentation to the request)**

# Rcomm wireless

2010 Washington Ave.  
Iowa Falls, IA 50126  
800-747-6652

Webster City Fire Dept.  
Chuck Stansfield  
[cstansfield@webstercity.com](mailto:cstansfield@webstercity.com)

July 25, 2017

515-832-9132

To provide Firecom intercoms with radio interfaces we recommend the following:

2-Firecom analog two headset intercom stations with two wired headsets each, headset hangers, headset extension cables, radio interface cables, installed in Ladder truck #31 and Pumper #33 on site in Webster City \$3494

Thank You for the opportunity,

Randy Roeber



## MEMORANDUM

TO: Kent Harfst, Interim City Manager  
Mayor and Council

FROM: Matt Alcazar, Engineering Tech/Project Coordinator

DATE: January 15, 2019

RE: Recommendation of the Traffic Committee - Handicapped Parking Stalls

---

**SUMMARY:** The Traffic Committee met on January 14, 2019 at 5:30 pm to discuss items that had been brought before them.

Shawn Anderson, owner of Mornin' Glory, requested that the Committee address issues with parking around his property located at 719 Des Moines Street.

Mr. Anderson requested the Committee review painting a Handicapped Parking stall along Des Moines Street for his patrons.

The Committee reviewed the area and has recommended that two handicapped parking stalls be installed along Des Moines Street at the existing drive entrance between 719 Des Moines Street (Mornin' Glory) and 715 Des Moines Street. (See attached drawing)

**PREVIOUS COUNCIL ACTION:** There has been no previous Council action on this topic.

**BACKGROUND/DISCUSSION:** The Traffic Committee makes recommendations to Council on traffic related items that have been expressed as concern by residents or staff.

**RECOMMENDATION:** It is the recommendation of the Traffic Committee and City Staff that Council approve the installation of the required signage and painting for two handicapped parking stalls in the 700 block Des Moines Street.

**ALTERNATIVES:** The Traffic Committee could be directed to readdress the proposals to seek alternatives other than what is currently proposed.

**CITY MANAGER COMMENTS:** I also support the recommendation to approve the installation of these two handicapped parking stalls.

**TRAFFIC COMMITTEE**  
**Webster City, Iowa**

Minutes of Regular Meeting of January 14, 2019 - 5:30 P.M. Municipal Building

Roll Call:     Present: Harlan Balsley, Paul Dahl, Amy Shannon, Zach Williams  
                 Absent: Shiloh Mork

Also present were Project Coordinator, Matt Alcazar, and Shawn Anderson

It was moved by Williams and seconded by Shannon to approve the agenda for the December 10, 2018 meeting.

Roll Call:     Aye:             Balsley, Dahl, Shannon, Williams  
                 Nay:             None  
                 MOTION CARRIED.

It was discussed about ADA parking along Des Moines Street to aid those that frequent the commercial business of Mornin' Glory.

It was moved by Williams and seconded by Balsley that on the 700 block of Des Moines Street we add two Handicapped Parking Stalls in front of Mornin' Glory and the adjoining business.

Roll Call:     Aye:             Balsley, Dahl, Shannon, Williams  
                 Nay:             None  
                 MOTION CARRIED.

It was discussed about Committee Elections for Chair and Vice Chair.

It was moved by Balsley and seconded by Williams that all the current offices of the committee remain the same at this time.

Chair: Amy Shannon  
Vice-Chair: Paul Dahl  
Secretary: Matt Alcazar

Roll Call:     Aye:             Balsley, Dahl, Shannon, Williams  
                 Nay:             None  
                 MOTION CARRIED.

It was moved by Williams and seconded by Dahl to adjourn the meeting.

Roll Call:     Aye:             Balsley, Dahl, Shannon, Williams  
                 Nay:             None

The meeting was adjourned at 5:45 p.m.

Matt Alcazar  
Traffic Committee Secretary









## MEMO

TO: Mayor and City Council  
FROM: City Manager and Community Vitality Director  
DATE: 1/21/2019  
RE: inTANDEM Marketing Agreement

---

**SUMMARY:** In continuation of our efforts to increase communication with the community, utilize new technology, and promote Webster City as a progressive community, we are requesting to renew our retainer with inTANDEM Marketing for the following services:

- Monthly Website Administration
- Monthly Social Media Management
- City Hall Video Board management
- Miscellaneous Public Relations Services (marketing generation, press release edits, etc.)

**PREVIOUS COUNCIL ACTION:** The City contracted services with inTANDEM Marketing last February of 2018 for the City's rebranding and development of a new website. The City has an existing retainer with inTANDEM for social media management and website maintenance that expires this month.

**BACKGROUND/DISCUSSION:** The new agreement increases the expected social media activity and adds the additional miscellaneous services. We have already been requesting the miscellaneous services on a billed hourly rate on a per item basis that by our projections, if used to full potential, will be costlier than a formal retainer would be. Prior to our new website, we had a retainer with another marketing agency. At that time, we were paying for the maintenance and fees for two separate websites, webstercity.com and buildwebstercity.com. We have since incorporated all of the relevant and necessary information of the buildwebstercity site into our new site, so we are saving costs by no longer maintaining that site. To help offset the costs of the additional miscellaneous service retainer, we will be submitting the monthly retainer expense for partial reimbursement from our Attraction/Retention Fund with Corn Belt Power Cooperative. We are able to do this because of the incorporation of our economic development information on our new website, social media marketing, and miscellaneous marketing services that support the attraction and retention of key accounts and workforce.

**FINANCIAL IMPLICATIONS:** Please see attached form for a breakdown of costs.

**RECOMMENDATION:** We recommend Council enter into a retainer agreement as proposed with inTANDEM Marketing at a monthly rate of \$2,080 minus the reimbursement from the A/R fund of \$738/mo. for a total of \$1,375/mo.

**ALTERNATIVES:** none suggested at this time

# City of Webster City

January 17, 2019

This agreement would be between the City of Webster City and inTANDEM marketing for the timeframe of February 1, 2019 – January 31, 2020, in the amount of \$2,080 per month to cover the following marketing services:

## 1. Website Administration and Maintenance

- Upload City Council Agendas/Minutes/Videos
- Add news events resulting from City press releases and local news media
- Update calendars – City and Community
- Management of timely upload and removal of content as requested (Ex. post Notice to Bidders, Job Opportunities, Emergency Messages, Community information, etc.)
- Brewer Creek Estates Map – update of map to show lots sold and availability
- Management of the Word Press platform – plugin updates, etc.
- Content updates as requested
- Quarterly analytic analysis and report generation

## 2. Social Media

- Create graphics and generate posts
- Craft responses to answer questions and address comments, when appropriate. If answers are not readily known, work with City employees to find the correct information to share.
- Work with City staff to gather information relevant and useful to residents and the community
- Daily monitoring of the Facebook account
- Maintenance of City information and cover images
- Other updates as requested
- Quarterly analytic analysis and report generation

## 3. City Hall Video Boards

- Generate graphics for video screens and provide files to be uploaded on the internal video boards aimed at assisting with consistency in messaging and information distribution.
- Utilize social media graphics whenever possible and resize for the video boards.

## 4. Miscellaneous Services

- To be used for smaller miscellaneous requests – marketing creative generation, Public Relations, Brand management, contracted photography management, meetings, reviewing/proofing of materials and other services as requested. *Items that are larger in scope would require an estimate and approval prior to work commencing.*

**WITNESS THEREOF**, the parties here to have set their hands for the purpose herein expressed.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

inTANDEM Marketing

City of Webster City, Iowa

\_\_\_\_\_  
Darcy Swon

\_\_\_\_\_  
John Hawkins, Mayor

ATTEST: \_\_\_\_\_  
Karyl K. Bonjour, City Clerk

COST FOR SERVICE COMPARISON			
Services Provided	Previous Service Agreement	Current Service Agreement	Proposed Service Agreement
Website Administration	Webstercity.com/\$760mo. Buildwebstercity.com/\$500mo.	~\$800(rough estimate as this was included in website build cost for first year)	\$800
Monthly Website Fees	\$267	\$33	\$33
Social Media	Not Provided	\$350mo.	\$640mo.
City Hall Video Boards	Not Provided	\$160	\$160
Misc. Public Relations	Not Provided	N/A \$80/hour	\$480
Less A/R Reimbursement	N/A	N/A	(\$738mo)
<b>Total Monthly Costs</b>	<b>\$1527</b>	<b>\$1183</b>	<b>\$1375</b>
<b>Total Annual Costs</b>	<b>\$18,324</b>	<b>\$14,196</b>	<b>\$16,500</b>

**WEBSTER CITY PLANNING AND ZONING COMMISSION MINUTES  
JANUARY 14, 2019**

The meeting of the Webster City Planning and Zoning Commission was held on January 14, 2019. The meeting was called to order by Chairperson Steve Struchen at 6:00 P.M. at City Hall.

**ROLL CALL:** Present: Doug Bailey, Carolyn Cross, Lynn Jaycox, Jim Kumm, Shelby Kroona, Steve Struchen, Sabrina Wohlford,  
Absent: Amy Keller, Barb Wollan

Also in attendance: Kent Harfst, Interim City Manager  
Karla Wetzler, Planning Director  
Dodie Wolfgram, Finance Director

**REORGANIZATION SECTION.**

It was moved by Bailey and seconded by Jaycox to nominate Steve Struchen as Chairperson, Carolyn Cross as Vice-Chairperson and Jim Kumm as Secretary for the year 2019.

**ROLL CALL:** Aye: Bailey, Cross, Jaycox, Kumm, Kroona, Struchen, Wohlford  
Nay: NONE  
MOTION CARRIED.

Attendance records of Planning and Zoning Commission members were reviewed. No one missed more than 38% of the meetings so no action was taken.

**REGULAR MEETING SECTION.**

It was moved by Kumm and seconded by Cross that the minutes of the December 18, 2018, meeting be approved as mailed to the Commission.

**ROLL CALL:** Aye: Cross, Jaycox, Kumm, Kroona, Struchen, Wohlford, Bailey  
Nay: NONE  
MOTION CARRIED.

Petitions – Communications – Requests: Sabrina Wohlford was welcomed to the commission. We appreciate her willingness to serve her community in this role.

The Chairperson led a review of the Webster City Capital Improvement Plan for 2019-2020 through 2023-2024. Discussion was held on some of the line items and explanations were given by City Staff. It was moved by Kumm and seconded by Jaycox to recommend that the Capital Improvement Plan for 2019-2020 through 2023-2024 be approved.

**ROLL CALL:** Aye: Jaycox, Kumm, Kroona, Struchen, Wohlford, Bailey, Cross  
Nay: NONE  
MOTION CARRIED.

Jim Kumm  
Secretary

**ELECTRIC REPORT FOR THE MONTH OF DECEMBER 2018**

(Production Month-November 2018; Billing Month (Due)- December 2018)

	<u>MONTH</u> <u>December</u>	<u>Year to</u> <u>Date 2018</u>	<u>MONTH</u> <u>December</u>	<u>Year to</u> <u>Date 2018</u>
TOTAL PURCHASED POWER K.W.	9,035,846	115,137,386	9,270,647	109,164,895
Gross K.W. Generated For Maint.	8,660	43,520	0	56,980
For Corn Belt	0	159,730	0	10,770
Station Power K.W.	24,935	258,857	24,347	242,731
NET K.W.TO BOARD	9,010,911	114,878,529	9,246,300	108,922,164
Billed by Clerk's Office to Customers K.W:				
Commercial Sales	2,255,498	25,927,760	2,236,764	26,754,742
Industrial Sales	2,906,873	38,012,094	2,769,276	33,612,342
Residential Sales	2,696,812	32,875,321	2,526,710	31,036,486
Sales for Resale-Wholesale	906,700	8,625,000	813,500	8,144,000
City Departments & Street Lights	393,718	5,057,633	409,125	4,907,574
KILOWATTS UNACCOUNTED	(148,690)	4,380,721	490,925	4,467,020
Percentage of Unaccounted for	-1.65%	3.81%	5.31%	4.10%

LOAD COMPARISON	<u>2018</u>	<u>2017</u>
Peak K.W. Demand	16,504	17,060
Purchased Power	9,035,846	9,270,647
Net to Board	9,010,911	9,246,300

REMARKS:



# WASTEWATER TREATMENT PLANT REPORT FOR THE MONTH OF DECEMBER 2018

	MONTH December	Year to Date 2018	MONTH December	Year to Date 2017	
Total gallons flow	48,440,000	791,950,000	32,521,000	531,931,933	gal
Average daily flow	1,562,580		1,049,064		gal/da
Percentage treated	100		100		%
Total gallons raw sludge	106,133	1,503,974	125,160	1,517,354	gal
Total gallons digested sludge out	0		0		gal
Total gallons sludge transferred to storage tank	119,380		154,160		gal
Total gallons supernatant returned	0		0		gal
Methane gas produced	95,082		466,544		cu.ft.
Average effluent CBOD (25 mg/l aver. 40 mg/l max.)	6.5		18.6		mg/l
Number of days max. limit was exceeded	0		0		da
Average % removal	97		94		%
Average effluent suspended solids (30 mg/l aver. 45 mg/l max.)	9		11		mg/l
Number of days max. limit was exceeded	0		0		da
Average percent removal	98		95.8		%
Average effluent ammonia nitrogen "Dec" (4.0 mg/l average, 16.0 mg/l max. limitation)	<1		0		mg/l
Number of days max. limit was exceeded	0		0		da
Average % removal	100		100		%

# **WATER PLANT REPORT FOR THE MONTH OF DECEMBER 2018**

(Production Month-November 2018 Billing Month (Due) - December 2018)

	MONTH December	Year to Date 2018	MONTH December	Year to Date 2017
Total Gallons Pumped from Wells (Inf)	20,770,000	251,560,585	19,843,000	262,974,000
Average Gallons Pumped	(670,000)	(625,225)	640,096	
Gallons for Sludge	44,650	712,050	72,850	827,200
Total Gallons to Water Plant	20,725,350	250,848,535	19,770,150	262,146,800
Gallons to Distribution System From From Water Plant (Effluent reading)	22,788,000	301,787,000	22,242,000	286,827,000
<b>TOTAL TO SYSTEM - CUBIC FEET</b>	<b>3,046,312</b>	<b>40,343,050</b>	<b>2,973,323</b>	<b>38,343,191</b>
Billed by Clerk's Office to Customers Cubic Feet	2,513,300	29,143,300	2,541,000	29,782,800
Billed by City Departments Cubic Feet	38,100	1,789,500	60,900	1,595,500
Used by City Departments, but not billed-estimated Cubic Feet				
Fire	0	0	0	0
Meter	0	0	0	0
Sew. Disp.	0	0	0	0
Street,Water,SewerDistribution,Line <i>(main breaks,hydrant flush,sewer, valve rpr,w.tower, line dept</i>	78,604	851,414	381,036	778,909
Water Plant filter backwash	127,050	1,524,600	127,050	1,524,600
Ground storage tank loss				
Recreation-Drink.Fount.	0	26,988	0	26,988
Cemetery	0	2,400	0	2,400
Change in Distribution System	0	0	0	0
Used by Contractor	0	0	0	0
<b>CUBIC FEET UNACCOUNTED FOR</b>	<b>289,258</b>	<b>7,004,848</b>	<b>(136,663)</b>	<b>4,631,994</b>
Percentage of Unaccounted for	9.50%	17.36%	-4.60%	12.08%

NOTE:19 loads of lime sludge  
hauled to farm ground

NOTE: 31 loads of lime sludge  
hauled to farm ground

**REMARKS:**  
02 of 117

**CITY OF WEBSTER CITY, IOWA - UTILITY REPORT**  
**ELECTRIC UTILITY PURCHASES & SALES - 2018**

Purch. Power Period	Billing Month (Due)	Month Purch. Power kWh	Pur Pwr less Sta Pwr = Net to Board kWh	Month Billed kWh less Sta Pwr	Col D Net to Board less Col E Mo billed Mo Unaccounted For	Month Unaccounted For %	Yr To Date Purch. Power less sta pwr kWh	Yr To Date Billed & SPwr kWh	Yr To Date Unaccounted kWh	Yr To Date Unaccounted For %
Dec	Jan 2018	9,653,861	9,625,615	9,790,961	(165,346)	-1.72%	9,625,615	9,790,961	(165,346)	-1.72%
Jan	Feb 2018	10,039,517	10,009,996	9,361,854	648,142	6.47%	19,635,611	19,152,815	482,796	2.46%
Feb	Mar 2018	8,817,749	8,788,174	8,168,146	620,028	7.06%	28,423,785	27,320,961	1,102,824	3.88%
Mar	Apr 2018	8,998,623	8,969,048	9,044,131	(75,083)	-0.84%	37,392,833	36,365,092	1,027,741	2.75%
Apr	May 2018	8,424,241	8,407,861	7,400,858	1,007,003	11.98%	45,800,694	43,765,950	2,034,744	4.44%
May	Jun 2018	9,420,888	9,395,823	9,832,245	(436,422)	-4.64%	55,196,517	53,598,195	1,598,322	2.90%
Jun	July 2018	10,535,102	10,520,701	9,720,247	800,454	7.61%	65,717,218	63,318,442	2,398,776	3.65%
July	Aug 2018	11,137,409	11,121,433	10,724,082	397,351	3.57%	76,838,651	74,042,524	2,796,127	3.64%
Aug	Sep 2018	10,806,367	10,791,923	10,439,277	352,646	3.27%	87,630,574	84,481,801	3,148,773	3.59%
Sep	Oct 2018	9,315,149	9,301,925	8,541,641	760,284	8.17%	96,932,499	93,023,442	3,909,057	4.03%
Oct	Nov 2018	8,952,634	8,935,119	8,314,765	620,354	6.94%	105,867,618	101,338,207	4,529,411	4.28%
Nov	Dec 2018	9,035,846	9,010,911	9,159,601	(148,690)	-1.65%	114,878,529	110,497,808	4,380,721	3.81%
TOTALS		115,137,386	114,878,529	110,497,808	4,380,721					

**Billings  
By Type of**

Serv-kWh	Commercial	Industrial	City Depts & Street Lights	Residential	Wholesale	Station Power-N/C	Billed & Sta. Pwr Total	Previous Year Bill & Sta. Pwr Tot
Jan 2018	2,334,493	2,988,101	524,318	3,103,549	840,500	28,246	9,819,207	8,882,695
Feb 2018	2,287,302	3,038,272	476,385	2,830,595	729,300	29,521	9,391,375	8,127,933
Mar 2018	1,969,546	2,812,766	435,288	2,297,946	652,600	29,575	8,197,721	7,484,987
Apr 2018	2,039,282	3,539,517	481,121	2,268,311	715,900	29,575	9,073,706	8,029,018
May 2018	1,955,324	2,613,832	381,791	1,952,611	497,300	16,380	7,417,238	7,188,185
Jun 2018	2,387,450	3,331,308	411,896	3,058,991	642,600	25,065	9,857,310	8,627,579
July 2018	2,129,507	3,342,610	375,916	3,194,614	677,600	14,401	9,734,648	9,501,816
Aug 2018	2,374,613	3,439,649	390,249	3,666,171	853,400	15,976	10,740,058	10,577,146
Sep 2018	2,263,535	3,835,749	379,617	3,102,576	857,800	14,444	10,453,721	9,639,282
Oct 2018	2,062,336	2,973,556	400,943	2,527,406	577,400	13,224	8,554,865	8,856,875
Nov 2018	1,868,874	3,189,861	406,391	2,175,739	673,900	17,515	8,332,280	9,002,637
Dec 2018	2,255,498	2,906,873	393,718	2,696,812	906,700	24,935	9,184,536	8,779,722
TOTALS	25,927,760	38,012,094	5,057,633	32,875,321	8,625,000	258,857	110,756,665	104,697,875

BILLING AMOUNT	Commercial Sales	Industrial Sales	City Depts. & St. Light Sales	Residential Sales	Wholesale Sales	Station Power	TOTAL SALES	PREVIOUS YEAR
Jan 2018	\$260,785.66	\$231,176.62	\$52,833.50	\$387,476.67	\$79,212.39	N/C	\$1,011,484.84	\$881,273.89
Feb 2018	\$256,735.27	\$229,267.55	\$48,430.77	\$360,823.00	\$70,923.85	N/C	\$966,180.44	\$840,910.07
Mar 2018	\$227,190.34	\$253,181.00	\$45,205.34	\$311,220.62	\$64,688.95	N/C	\$901,486.25	\$786,250.81
Apr 2018	\$234,276.77	\$281,440.56	\$47,900.16	\$308,455.77	\$64,245.57	N/C	\$936,318.83	\$824,478.78
May 2018	\$226,500.48	\$243,539.14	\$40,685.71	\$279,313.51	\$54,923.65	N/C	\$844,962.49	\$782,022.12
Jun 2018	\$265,982.72	\$216,386.80	\$42,719.78	\$382,954.56	\$69,595.78	N/C	\$977,639.64	\$860,383.14
July 2018	\$242,591.96	\$253,577.71	\$40,100.22	\$395,765.34	\$70,983.48	N/C	\$1,003,018.71	\$974,950.97
Aug 2018	\$270,469.80	\$280,910.86	\$40,888.36	\$441,099.11	\$79,828.17	N/C	\$1,113,196.30	\$1,095,200.84
Sep 2018	\$260,158.77	\$306,711.32	\$39,581.18	\$387,349.76	\$79,575.66	N/C	\$1,073,376.69	\$993,429.70
Oct 2018	\$241,569.56	\$286,406.81	\$41,888.87	\$333,590.59	\$66,540.39	N/C	\$969,996.22	\$931,802.47
Nov 2018	\$224,424.93	\$275,816.65	\$42,302.84	\$300,826.39	\$67,008.03	N/C	\$910,378.84	\$915,212.90
Dec 2018	\$260,305.67	\$223,987.45	\$41,085.70	\$348,856.54	\$84,336.81	N/C	\$958,572.17	\$938,068.90
TOTALS	\$2,970,991.93	\$3,082,402.47	\$523,622.43	\$4,237,731.86	\$851,862.73		\$11,666,611.42	\$10,823,984.59

Number of Customers	Commercial	Industrial	City Depts & St. Lights	Residential	Wholesale	Total	Previous Year
Jan 2018	503	8	44	3,843	3	4,401	4,389
Feb 2018	506	8	44	3,844	3	4,405	4,391
Mar 2018	501	8	44	3,865	3	4,421	4,395
Apr 2018	504	8	48	3,851	3	4,414	4,405
May 2018	502	8	48	3,851	3	4,412	4,409
Jun 2018	502	8	48	3,859	3	4,420	4,424
July 2018	501	8	48	3,839	3	4,399	4,405
Aug 2018	505	8	48	3,861	3	4,425	4,408
Sep 2018	502	8	48	3,841	3	4,402	4,414
Oct 2018	505	9	49	3,855	3	4,421	4,423
Nov 2018	511	8	45	3,852	3	4,419	4,430
Dec 2018	512	8	45	3,857	3	4,425	4,450



# WATER UTILITY PRODUCTION SALES & USAGE 2018

Prod Mo.	Billing Month (Due)	Month to Distribution System C/F	Month Billed & Unbilled Usage C/F	Month Unaccounted For C/F	Month Unaccounted For %	Yr to Date To Distribution System C/F	Yr to Date Billed & Unbilled C/F	Yr To Date Unaccounted For C/F	Yr To Date Unaccounted For %
Dec	Jan 2018	3,030,939	3,134,469	(103,530)	-3.42%	3,030,939	3,134,469	(103,530)	-3.42%
Jan	Feb 2018	3,507,243	2,567,918	939,325	26.78%	6,538,182	5,702,387	835,795	12.78%
Feb	Mar 2018	3,123,847	2,466,917	656,930	21.03%	9,662,029	8,169,304	1,492,725	15.45%
Mar	Apr 2018	3,294,423	2,594,563	699,860	21.24%	12,956,452	10,763,867	2,192,585	16.92%
Apr	May 2018	3,174,378	2,560,676	613,702	19.33%	16,130,830	13,324,543	2,806,287	17.40%
May	Jun 2018	3,741,585	3,219,534	522,051	13.95%	19,872,415	16,544,077	3,328,338	16.75%
June	July 2018	3,375,300	2,546,580	828,720	24.55%	23,247,715	19,090,657	4,157,058	17.88%
July	Aug 2018	3,578,361	3,060,081	518,280	14.48%	26,826,076	22,150,738	4,675,338	17.43%
Aug	Sep 2018	3,485,052	2,826,274	658,778	18.90%	30,311,128	24,977,012	5,334,116	17.60%
Sep	Oct 2018	3,214,081	2,912,035	302,046	9.40%	33,525,209	27,889,047	5,636,162	16.81%
Oct	Nov 2018	3,771,529	2,692,101	1,079,428	28.62%	37,296,738	30,581,148	6,715,590	18.01%
Nov	Dec 2018	3,046,312	2,757,054	289,258	9.50%	40,343,050	33,338,202	7,004,848	17.36%

TOTALS 40,343,050 33,338,202 7,004,848

## Billings & Usage

By Type of Service-C/F

Used by City Dep  
i.e. water breaks  
flush etc.  
Not metered

Previous Year

Previous Year Produced

	Commercial	Industrial	City Depts.	Residential	Not metered	Total	Previous Year	Previous Year Produced
Jan 2018	621,500	506,500	108,800	1,375,600	522,069	3,134,469	2,703,686	3,020,111
Feb 2018	699,300	354,800	67,900	1,305,500	140,418	2,567,918	2,377,586	3,061,017
Mar 2018	648,500	384,800	84,700	1,103,500	245,417	2,466,917	2,485,792	2,681,632
Apr 2018	677,400	432,300	119,600	1,197,400	167,863	2,594,563	2,652,186	2,857,555
May 2018	721,900	333,200	155,700	1,214,600	135,276	2,560,676	2,636,733	2,853,144
Jun 2018	897,800	415,500	299,300	1,468,400	138,534	3,219,534	2,744,286	3,523,552
July 2018	600,600	419,900	213,200	1,179,600	133,280	2,546,580	2,901,400	3,406,314
Aug 2018	828,600	454,600	242,700	1,395,500	138,681	3,060,081	2,752,568	3,737,975
Sep 2018	738,000	510,900	150,800	1,293,100	133,474	2,826,274	3,131,821	3,461,257
Oct 2018	799,000	436,700	178,200	1,230,800	267,335	2,912,035	2,919,948	3,545,342
Nov 2018	600,700	547,200	130,500	1,236,300	177,401	2,692,101	2,676,086	3,221,969
Dec 2018	640,200	581,600	38,100	1,291,500	205,654	2,757,054	2,940,086	2,973,323

TOTALS 8,473,500 5,378,000 1,789,500 15,291,800 2,405,402 33,338,202 32,922,178 38,343,191

BILLING AMOUNT	Commercial Sales	Industrial Sales	City Depts. Sales	Residential Sales	City Depts Not Sold	TOTAL SALES	PREVIOUS YEAR
Jan 2018	\$30,176.72	\$17,002.55	\$4,065.66	\$99,952.99	N/C	\$151,197.92	\$ 151,395.58
Feb 2018	\$32,663.56	\$12,358.86	\$2,733.53	\$96,686.29	N/C	\$144,442.24	\$ 137,897.21
Mar 2018	\$30,938.21	\$13,278.96	\$3,259.49	\$88,189.69	N/C	\$135,666.35	\$ 137,231.14
Apr 2018	\$31,986.81	\$14,760.91	\$4,403.25	\$92,880.17	N/C	\$144,031.14	\$ 147,238.47
May 2018	\$33,744.45	\$11,703.24	\$5,490.49	\$93,784.44	N/C	\$144,722.62	\$ 148,862.44
Jun 2018	\$39,506.83	\$14,313.55	\$10,269.71	\$105,847.93	N/C	\$169,938.02	\$ 151,574.53
July 2018	\$29,179.69	\$14,411.03	\$7,503.44	\$91,915.42	N/C	\$143,009.58	\$ 157,633.07
Aug 2018	\$37,035.76	\$15,484.42	\$8,464.59	\$102,096.55	N/C	\$163,081.32	\$ 151,747.30
Sep 2018	\$34,344.87	\$17,198.43	\$5,563.16	\$97,603.31	N/C	\$154,709.77	\$ 168,424.73
Oct 2018	\$33,409.24	\$14,915.99	\$6,407.34	\$94,732.66	N/C	\$149,465.23	\$ 158,618.70
Nov 2018	\$29,229.21	\$18,245.04	\$4,892.98	\$93,137.30	N/C	\$145,504.53	\$ 146,583.50
Dec 2018	\$30,420.64	\$19,312.82	\$2,019.87	\$97,042.73		\$148,796.06	\$ 158,307.84

TOTALS \$392,635.99 \$182,985.80 \$65,073.51 ##### \$1,794,564.78 \$1,815,514.51

Number of Customers

Previous Year

	Commercial	Industrial	City Depts.	Residential		Previous Year
Jan 2018	340	8	13	3,144	3,505	3,482
Feb 2018	340	8	13	3,144	3,505	3,477
Mar 2018	339	8	13	3,155	3,515	3,480
Apr 2018	346	8	16	3,143	3,513	3,490
May 2018	343	8	16	3,145	3,512	3,514
Jun 2018	340	8	17	3,163	3,528	3,529
July 2018	339	8	17	3,147	3,511	3,516
Aug 2018	342	8	17	3,159	3,526	3,519
Sept 2018	341	8	17	3,141	3,507	3,540
Oct 2018	346	9	17	3,156	3,528	3,543
Nov 2018	346	8	15	3,147	3,516	3,545
Dec 2018	339	8	14	3,151	3,512	3,528

## Trends





# Webster City Police Department

## Monthly Activity Report

December 2018

Description	Number	
Incident Reports	38	Year to Date- 368
Parking Violations	32	Year to Date- 370
Arrests	20	Year to Date- 179
Calls for Service	1,319	Year to Date- 16,376
Residential/Commercial Patrols	207	Year to Date- 2,424
Traffic Accidents-Property Damage	17	Year to Date- 157
Traffic Accidents-Personal Injury	0	Year to Date- 14
911 Calls for Service	69	Year to Date- 687
School Foot Patrols	21	Year to Date- 163
Vacation House Checks	5	Year to Date- 47
Animal Complaints	28	Year to Date- 439
Unlocks	19	Year to Date- 238
Assist Other Agencies-Outside City Limits	52	Year to Date- 429
Public Window Assist	97	Year to Date- 1,087
Fireworks Complaints	7	Year to Date- 72

### Items of Interest:

- Department staff participated in the BLUE Program's Shop with a Cop at Shopko.
- Chief Mork attended a Traffic Committee meeting.
- Chief Mork attended a meeting over nuisances.

### Training:

- Officers completed the monthly Police Legal Sciences course.
- Dispatchers completed the monthly Police Legal Sciences course.

Respectfully submitted,

*Shiloh B. Mork*

Shiloh B. Mork, Chief of Police  
Webster City Police Department

# FIRE DEPARTMENT REPORT

December 2018

## ALARMS

<u>DATE</u>	<u>TIME</u>	<u>ADDRESS</u>	<u>TYPE OF SITUATION FOUND</u>
12/6	1615	1700 Second St.	Alarm System Malfunction
12/8	0625	1700 Second St.	Alarm system malfunction
12/8	1753	919 Superior St.	Gas Leak
12/12	0942	106 Bicentennial	CO incident
12/16	0514	1605 Second St.	Building Fire
12/17	1542	1400 Elm St.	Chemical hazard, no spill
12/20	2114	1701 210 <sup>th</sup> St	CO incident
12/23	2156	Superior St. and Fair Meadow	Oil and Other combustible spill
12/24	1200	1220 E Second St.	Unauthorized Burning
12/24	1744	935 First St.	Unauthorized Burning
11/30	1441	939 First St.	Unauthorized Burning

Year to Date Total = 129

December Total = 11

## TRAINING

<u>DATE</u>	<u>TIME</u>	<u>TYPE OF TRAINING</u>	<u>HOURS</u>	<u>PERSONNEL</u>
12/10	1800	Tour of VanTec building confined space	2	30

Year to Date Total =1110

December Total =60

## INSPECTIONS

<u>DATE</u>	<u>BUSINESS</u>	<u>REASON FOR INSPECTION</u>
	HyVee Fast and Fresh	<u>CMB</u>
	The Emporium	<u>CMB</u>
	Seneca Saloon	<u>CMB</u>

Year to Date Total =25

December Total =3

## MISCELLANEOUS

<u>DATE</u>	<u>TIME</u>	<u>EVENT</u>

## MEETING ROOM

<u>DATE</u>	<u>TIME</u>	<u>USED BY</u>
12/4,11,18	1800	Boy Scouts
97 of 117		Angel Tree Project and pick up

**HAMILTON  
COUNTY**

**SOLID WASTE  
COMMISSION**

*Serving:*  
BLAIRSBURG  
ELLSWORTH  
JEWELL  
KAMRAR  
RANDALL

STANHOPE  
WEBSTER CITY  
WILLIAMS  
RURAL HAM. CO.

WEBSTER CITY, IOWA 50595-0128  
TELEPHONE: 515-539-4420  
800-535-1145

**AGENDA**

**Regular Meeting**

**2605 McMurray Avenue**

**1 ½ Miles Northwest of Kamrar, Iowa**

**7:00 P.M.**

**January 9, 2019**

1. Roll Call
2. Minutes of December 12, 2018
3. Approve Payment of Bills and Payrolls
4. Secretary-Treasurer's Financial Report December
5. Manager's Reports December
6. Appointment of the following for 2019:
  - a. Chairperson
  - b. Vice Chairperson
  - c. Secretary-Treasurer
  - d. Two representatives and two alternate representatives to the North Central Iowa Regional Solid Waste Agency Executive Board
  - e. Executive Committee comprising of chairman, vice- chairman, and one other commission member
7. Authorizing the following for 2019:
  - a. Executive Committee to approve payment of bills when the Commission does not meet and bills are due
  - a. Issuance of payroll prior to approval by the Commission
  - b. Payment of certain bills prior to approval by the Commission
  - c. Investment of funds as provided by the investment policy
8. 2018 Wage Declaration
9. Semi Purchase Discussion/Approval
10. Open Discussion
11. Adjourn

REGULAR MEETING OF THE  
HAMILTON COUNTY SOLID WASTE COMMISSION  
MINUTES

A regular meeting of the Hamilton County Solid Waste Commission was held at the Transfer Station Office building on December 12, 2018 at 7:00 P.M. The meeting was called to order by Chairperson Mickey Walker and roll being called, members were present as follows:

Williams-Dennis Frayne  
Kamrar-Lendall Mechaelsen  
Hamilton County-Dan Campidilli  
Blairsburg-Troy Hassebrock

Stanhope-Terry Painton  
Jewell-Mickey Walker  
Ellsworth-Dale Graham  
Randall-Carlene Auestad

The representative from the City of Webster City was absent.

It was moved by Auestad and seconded by Painton that:

1. The Minutes of November 14, 2018 be approved.
2. The issuance of Payroll for the period ending November 9, 2018 and paid on November 16, 2018 in the amount of \$5,841.77 be approved.
3. The issuance of Payroll for the period ending November 23, 2018 and paid on November 30, 2018 in the amount of \$5,873.06 be approved.
4. Payment of Bills for November 2018 in the amount of \$62,135.46 be approved.
5. The Secretary-Treasurer's Reports for November 2018 be approved.

Motion carried with eight ayes, Webster City absent.

It was moved by Hassebrock and seconded by Painton that the Manager's reports for November 2018 be approved.

Motion carried with eight ayes, Webster City absent.

It was moved by Auestad and seconded by Painton to approve lighting upgrade work to be performed by Performance Electric at a cost of \$1,619.28..

Motion carried with eight ayes, Webster City absent.

It was moved by Campidilli and seconded by Painton that the Hamilton County Solid Waste Commission adjourn.

Motion carried with eight ayes, Webster City absent.

The Commission stood adjourned at 7:13 P.M.

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Mickey Walker, Chairperson

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Cherie Ferguson, Secretary-Treasurer

## **Bills Approved 12/12/2018**

ARNOLD MOTOR SUPPLY	\$344.76
BLUE RIBBON PELHAM WATERS	\$86.00
BOMGAARS	\$68.56
COOPERATIVE TELEPHONE EXCHANGE	\$135.92
GATR TRUCK CENTER	\$68.14
HY-VEE	\$18.68
IMWCA	\$638.00
MARLIE'S GARAGE	\$248.47
MIDWEST ELECTRONICS	\$1,112.15
NAPA AUTO PARTS	\$1,487.54
PAC WEST	\$191.76
IPERS	\$1,872.23
EFTPS	\$2,871.90
COLLECTION SERVICES	\$348.92
WELLMARK	\$2,322.12
PAYROLL	\$7,654.30
UNITED COOPERATIVE	\$2,649.50
CITY OF AMES	\$1,495.76
CARD SERVICES	\$66.68
U.S. CELLULAR	\$136.10
NCIARSWA	\$38,280.80
WEBSTER CITY TRUE VALUE	\$22.97
CINTAS	\$14.20
Total	<hr/> \$62,135.46



**HAMILTON COUNTY SOLID WASTE COMMISSION**  
**Unpaid Bills Detail**  
As of January 9, 2019

Memo	Amount
<b>BAUER TIRE &amp; TAXIDERMY LLC</b>	
SEMI TIRES	1,164.00
Total BAUER TIRE & TAXIDERMY LLC	1,164.00
<b>BLUE RIBBON PELHAM WATERS</b>	
BOTTLED WATER SERVICE	39.50
Total BLUE RIBBON PELHAM WATERS	39.50
<b>COOPERATIVE TELEPHONE EXCHANGE</b>	
PHONE AND INTERNET SERVICE	131.85
Total COOPERATIVE TELEPHONE EXCHANGE	131.85
<b>IMWCA</b>	
WORK COMP INSURANCE	638.00
Total IMWCA	638.00
<b>IOWA FIRE CONTROL</b>	
FIRE EXTINGUISHERS & SERVICE CALL	477.00
Total IOWA FIRE CONTROL	477.00
<b>PRINTING SERVICES, INC.</b>	
NOTE PADS	6.79
ENVELOPES	86.36
Total PRINTING SERVICES, INC.	93.15
<b>REES TRUCK &amp; TRAILER, INC</b>	
VOLVO BELTS	81.31
Total REES TRUCK & TRAILER, INC	81.31
<b>WEBSTER CITY MUNICIPAL UTILITIES</b>	
ELECTRICAL SERVICE	786.64
ELECTRICAL SERVICE	124.49
ELECTRICAL SERVICE	115.31
ELECTRICAL SERVICE	105.00
Total WEBSTER CITY MUNICIPAL UTILITIES	1,131.44
<b>TOTAL</b>	<b>3,756.25</b>

# HAMILTON COUNTY SOLID WASTE COMMISSION

## Check Detail

December 13, 2018 through January 9, 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Liability Check	EFT	12/15/2018	IPERS		OPERATING FUND		-2,766.54
					Payroll Liabilities	-1,106.28	1,106.28
					Payroll Liabilities	-1,660.26	1,660.26
TOTAL						-2,766.54	2,766.54
Liability Check	EFT	12/15/2018	United States Treasury		OPERATING FUND		-4,219.96
					Payroll Liabilities	-1,529.00	1,529.00
					Payroll Liabilities	-1,090.44	1,090.44
					Payroll Liabilities	-1,090.44	1,090.44
					Payroll Liabilities	-255.04	255.04
					Payroll Liabilities	-255.04	255.04
TOTAL						-4,219.96	4,219.96
Liability Check	EFT	12/17/2018	Collection Services ...		OPERATING FUND		-174.46
					Payroll Liabilities	-174.46	174.46
TOTAL						-174.46	174.46
Liability Check	EFT	01/01/2019	WELLMARK		OPERATING FUND		-2,554.71
					Payroll Liabilities	-580.59	580.59
					Payroll Liabilities	-1,974.12	1,974.12
TOTAL						-2,554.71	2,554.71
Liability Check	EFT	01/08/2019	Collection Services ...		OPERATING FUND		-174.46
					Payroll Liabilities	-174.46	174.46
TOTAL						-174.46	174.46
Paycheck	10283	12/14/2018	CHERIE L FERGUSON		OPERATING FUND		-442.84
					Wages	-488.77	488.77
					Wages	-60.87	60.87
					Payroll Liabilities	34.56	-34.56
					IPERS	-51.87	51.87
					Payroll Liabilities	51.87	-51.87
					Payroll Liabilities	26.00	-26.00
					Medicare & Social Se...	-34.07	34.07
					Payroll Liabilities	34.07	-34.07
					Payroll Liabilities	34.07	-34.07
					Medicare & Social Se...	-7.97	7.97
					Payroll Liabilities	7.97	-7.97
					Payroll Liabilities	7.97	-7.97
					Payroll Liabilities	4.00	-4.00
					Unemployment Insura...	-0.55	0.55
					Payroll Liabilities	0.55	-0.55
TOTAL						-442.84	442.84
Paycheck	10284	12/14/2018	KEENAN L ELLIOTT		OPERATING FUND		-921.21
					Wages	-152.48	152.48
					Wages	-1,357.71	1,357.71
					Payroll Liabilities	94.99	-94.99
					Health Insurance	-6.00	6.00
					Payroll Liabilities	6.00	-6.00
					IPERS	-142.56	142.56
					Payroll Liabilities	142.56	-142.56
					Payroll Liabilities	174.46	-174.46
					Payroll Liabilities	143.00	-143.00
					Medicare & Social Se...	-93.63	93.63
					Payroll Liabilities	93.63	-93.63
					Payroll Liabilities	93.63	-93.63
					Medicare & Social Se...	-21.90	21.90
					Payroll Liabilities	21.90	-21.90

# HAMILTON COUNTY SOLID WASTE COMMISSION

## Check Detail

December 13, 2018 through January 9, 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					Payroll Liabilities	21.90	-21.90
					Payroll Liabilities	61.00	-61.00
TOTAL						-921.21	921.21
Paycheck	10285	12/14/2018	KEVIN S DINGMAN		OPERATING FUND		-976.15
					Wages	-68.36	68.36
					Wages	-1,268.08	1,268.08
					Payroll Liabilities	84.06	-84.06
					IPERS	-126.16	126.16
					Payroll Liabilities	126.16	-126.16
					Payroll Liabilities	122.00	-122.00
					Medicare & Social Se...	-82.85	82.85
					Payroll Liabilities	82.85	-82.85
					Payroll Liabilities	82.85	-82.85
					Medicare & Social Se...	-19.38	19.38
					Payroll Liabilities	19.38	-19.38
					Payroll Liabilities	19.38	-19.38
					Payroll Liabilities	52.00	-52.00
TOTAL						-976.15	976.15
Paycheck	10286	12/14/2018	TERRY A KLAVER		OPERATING FUND		-1,804.74
					Wages	-2,500.28	2,500.28
					Payroll Liabilities	157.27	-157.27
					IPERS	-236.03	236.03
					Payroll Liabilities	236.03	-236.03
					Payroll Liabilities	222.00	-222.00
					Medicare & Social Se...	-155.02	155.02
					Payroll Liabilities	155.02	-155.02
					Payroll Liabilities	155.02	-155.02
					Medicare & Social Se...	-36.25	36.25
					Payroll Liabilities	36.25	-36.25
					Payroll Liabilities	36.25	-36.25
					Payroll Liabilities	125.00	-125.00
TOTAL						-1,804.74	1,804.74
Check	10313	12/17/2018	UNITED CO-OPERAT...		FIRST STATE BANK ...		-1,239.85
					Diesel Fuel/Fuel Oil	-1,239.85	1,239.85
TOTAL						-1,239.85	1,239.85
Paycheck	10314	12/26/2018	CHERIE L FERGUSON		OPERATING FUND		-413.61
					Wages	-510.81	510.81
					Payroll Liabilities	32.13	-32.13
					IPERS	-48.22	48.22
					Payroll Liabilities	48.22	-48.22
					Payroll Liabilities	23.00	-23.00
					Medicare & Social Se...	-31.67	31.67
					Payroll Liabilities	31.67	-31.67
					Payroll Liabilities	31.67	-31.67
					Medicare & Social Se...	-7.40	7.40
					Payroll Liabilities	7.40	-7.40
					Payroll Liabilities	7.40	-7.40
					Payroll Liabilities	3.00	-3.00
					Unemployment Insura...	-0.51	0.51
					Payroll Liabilities	0.51	-0.51
TOTAL						-413.61	413.61

# HAMILTON COUNTY SOLID WASTE COMMISSION

## Check Detail

December 13, 2018 through January 9, 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	10315	12/28/2018	KEENAN L ELLIOTT		OPERATING FUND		-810.50
				Wages		-1,490.49	1,490.49
				Payroll Liabilities		93.75	-93.75
				Health Insurance		-290.26	290.26
				Payroll Liabilities		290.26	-290.26
				IPERS		-140.70	140.70
				Payroll Liabilities		140.70	-140.70
				Payroll Liabilities		96.76	-96.76
				Payroll Liabilities		174.46	-174.46
				Payroll Liabilities		141.00	-141.00
				Medicare & Social Se...		-92.41	92.41
				Payroll Liabilities		92.41	-92.41
				Payroll Liabilities		92.41	-92.41
				Medicare & Social Se...		-21.61	21.61
				Payroll Liabilities		21.61	-21.61
				Payroll Liabilities		21.61	-21.61
				Payroll Liabilities		60.00	-60.00
TOTAL						-810.50	810.50
Paycheck	10316	12/28/2018	KEVIN S DINGMAN		OPERATING FUND		-871.34
				Wages		-136.72	136.72
				Wages		-1,186.90	1,186.90
				Payroll Liabilities		96.76	-96.76
				Health Insurance		-290.26	290.26
				Payroll Liabilities		290.26	-290.26
				Payroll Liabilities		83.26	-83.26
				IPERS		-124.95	124.95
				Payroll Liabilities		124.95	-124.95
				Payroll Liabilities		120.00	-120.00
				Medicare & Social Se...		-82.07	82.07
				Payroll Liabilities		82.07	-82.07
				Payroll Liabilities		82.07	-82.07
				Medicare & Social Se...		-19.19	19.19
				Payroll Liabilities		19.19	-19.19
				Payroll Liabilities		19.19	-19.19
				Payroll Liabilities		51.00	-51.00
TOTAL						-871.34	871.34
Paycheck	10317	12/28/2018	TERRY A KLAVER		OPERATING FUND		-1,707.97
				Wages		-2,500.28	2,500.28
				Payroll Liabilities		96.76	-96.76
				Health Insurance		-290.26	290.26
				Payroll Liabilities		290.26	-290.26
				Payroll Liabilities		157.27	-157.27
				IPERS		-236.03	236.03
				Payroll Liabilities		236.03	-236.03
				Payroll Liabilities		222.00	-222.00
				Medicare & Social Se...		-155.02	155.02
				Payroll Liabilities		155.02	-155.02
				Payroll Liabilities		155.02	-155.02
				Medicare & Social Se...		-36.26	36.26
				Payroll Liabilities		36.26	-36.26
				Payroll Liabilities		36.26	-36.26
				Payroll Liabilities		125.00	-125.00
TOTAL						-1,707.97	1,707.97
Check	10318	01/02/2019	UNITED CO-OPERAT...		FIRST STATE BANK ...		-992.36
				Diesel Fuel/Fuel Oil		-992.36	992.36
TOTAL						-992.36	992.36
Check	10319	01/02/2019	POSTMASTER		FIRST STATE BANK ...		-50.00
				Postage		-50.00	50.00
TOTAL						-50.00	50.00

**HAMILTON COUNTY SOLID WASTE COMMISSION**  
**A/R Aging Summary**  
**As of December 31, 2018**

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
AG SOURCE	135.80	992.92	98.40	0.00	0.00	1,227.12
ALL SEASON GUTTERS	98.39	0.00	0.00	0.00	0.00	98.39
CITY OF WEBSTER CITY	296.60	0.00	0.00	0.00	0.00	296.60
CLASSIC CARPET	38.22	0.00	0.00	0.00	0.00	38.22
DAILY FREEMAN JOURNAL	21.50	23.58	0.00	0.00	0.00	45.08
DAYTON DEVELOPMENT	33.23	47.16	0.00	0.00	0.00	80.39
FOAM CATZ	144.87	170.76	0.00	0.00	0.00	315.63
GOOD LIFE RV	88.64	0.00	0.00	0.00	0.00	88.64
HABHAB CONSTRUCTION, INC.	33.98	0.00	16.99	16.99	1,132.66	1,200.62
HAMILTON COUNTY ENGINEER	169.88	0.00	0.00	0.00	0.00	169.88
IOWA DEPARTMENT OF TRANSPORTATION	0.00	0.00	-0.03	0.00	0.00	-0.03
J&C BUILDERS, LCC	189.48	0.00	0.00	0.00	0.00	189.48
JAYCOX CONSTRUCTION	225.27	0.00	0.00	0.00	0.00	225.27
LAMPERT'S LUMBER	165.09	0.00	0.00	0.00	0.00	165.09
MANN-SON PROPERTIES	109.78	0.00	0.00	0.00	0.00	109.78
MCDOWELL & SONS CONTRACTORS, INC.	765.32	0.00	0.00	0.00	0.00	765.32
MERTZ ENGINEERING CO.	31.00	60.91	0.00	0.00	0.00	91.91
MIDWEST ECOSTRUCTION	360.25	0.00	0.00	0.00	0.00	360.25
MORTENSON PROPERTIES	31.72	0.00	0.00	0.00	0.00	31.72
NEIBERGALL CONSTRUCTION	22.77	0.00	0.00	0.00	0.00	22.77
NICK MURPHY CONSTRUCTION	50.20	0.00	0.00	0.00	0.00	50.20
NORTH CENTRAL TURF	68.10	0.00	0.00	0.00	0.00	68.10
P & P ELECTRIC	16.05	53.67	0.00	0.00	0.00	69.72
PAGEL WINDOWS	30.09	0.00	0.00	0.00	0.00	30.09
REMINGTON SEEDS	290.32	145.56	0.00	0.00	0.00	435.88
SEAMLESS PROS LLC	8.72	581.61	0.00	0.00	0.00	590.33
SHAWN MORAN CONSTRUCTION	49.99	0.00	0.00	0.00	0.00	49.99
STANHOPE TELEPHONE COOPERATIVE	16.05	0.00	0.00	0.00	0.00	16.05
STEIN HEATING & COOLING	282.18	0.00	0.00	0.00	0.00	282.18
T & D HANDYMAN SERVICES	0.32	0.00	0.16	0.16	11.34	11.98
THE TRASH MAN	50,189.58	0.00	0.00	0.00	0.00	50,189.58
THOMPSON CONSTRUCTION	57.74	0.00	0.00	0.00	0.00	57.74
TONY'S TIRE SERVICE, INC.	0.00	0.00	0.00	0.00	1.00	1.00
TRUE VALUE HARDWARE	32.31	0.00	0.00	0.00	0.00	32.31
WASTE MANAGEMENT	2,105.64	2,289.15	0.00	0.00	0.00	4,394.79
WEBSTER CITY FIRE DEPARTMENT	15.00	0.00	0.00	0.00	0.00	15.00
WIDICK ROOFING	16.05	0.00	0.00	0.00	0.00	16.05
ZATLOUKAL CONSTRUCTION	34.75	0.00	0.00	0.00	0.00	34.75
<b>TOTAL</b>	<b>56,224.88</b>	<b>4,365.32</b>	<b>115.52</b>	<b>17.15</b>	<b>1,145.00</b>	<b>61,867.87</b>



**HAMILTON COUNTY SOLID WASTE COMMISSION**  
**Sales by Customer Summary**

Accrual Basis

December 2018

	Dec 18
AG SOURCE	126.92
ALL SEASON GUTTERS	91.96
CASH	4,537.56
CITY OF WEBSTER CITY	389.24
CLASSIC CARPET	35.72
DAILY FREEMAN JOURNAL	41.39
DAYTON DEVELOPMENT	31.11
FOAM CATZ	135.56
GOOD LIFE RV	82.84
HABHAB CONSTRUCTION, INC.	16.99
HAMILTON COUNTY ENGINEER	169.88
J&C BUILDERS, LCC	177.08
JAYCOX CONSTRUCTION	210.52
LAMPERT'S LUMBER	154.28
MANN-SON PROPERTIES	102.60
MCDOWELL & SONS CONTRACTORS, INC.	765.32
MERTZ ENGINEERING CO.	29.03
MIDWEST ECOSTRUCTION	336.68
MORTENSON PROPERTIES	29.64
NEIBERGALL CONSTRUCTION	21.28
NICK MURPHY CONSTRUCTION	46.92
NORTH CENTRAL TURF	63.64
P & P ELECTRIC	15.00
PAGEL WINDOWS	28.12
REMINGTON SEEDS	271.32
SEAMLESS PROS LLC	8.72
SHAWN MORAN CONSTRUCTION	46.72
STANHOPE TELEPHONE COOPERATIVE	15.00
STEIN HEATING & COOLING	263.72
T & D HANDYMAN SERVICES	0.16
THE TRASH MAN	50,189.58
THOMPSON CONSTRUCTION	53.96
TRUE VALUE HARDWARE	30.20
WASTE MANAGEMENT	2,077.22
WEBSTER CITY FIRE DEPARTMENT	15.00
WIDICK ROOFING	15.00
ZATLOUKAL CONSTRUCTION	32.48
<b>TOTAL</b>	<b>60,658.36</b>

# HAMILTON COUNTY SOLID WASTE COMMISSION

## Profit & Loss

Cash Basis

December 2018

	Dec 18
<b>Income</b>	
<b>OPERATING FUND</b>	
FARM INCOME	1,382.24
<b>GATE CHARGES</b>	
APPLIANCES	130.00
C&D	11,541.17
CONCRETE	70.60
ELECTRONICS	84.00
LATEX PAINT	102.00
MSW	53,528.62
PACKER	566.00
TIRES	568.50
TVS	315.00
GATE CHARGES - Other	-7.87
<b>Total GATE CHARGES</b>	66,898.02
SCRAP METAL SOLD	900.35
OPERATING FUND - Other	0.27
<b>Total OPERATING FUND</b>	69,180.88
<b>Total Income</b>	69,180.88
<b>Expense</b>	
<b>LANDFILL POST CLOSURE FUND</b>	
LEACHATE DISPOSAL	3,795.76
<b>Total LANDFILL POST CLOSURE FUND</b>	3,795.76
<b>Operating Fund Expenses</b>	
Building and Fixture Repairs	6.32
Building Supplies	16.38
Cell Phone Service	136.10
Diesel Fuel/Fuel Oil	2,768.21
Drinking Water Service	86.00
Electricity	892.10
ELECTRONICS RECYCLING	1,112.15
Equipment and Vehicle Repairs	248.47
Gasoline	66.68
Meeting/Training Expenses	11.97
NCIARSWA Gate Fees	38,280.80
Office Supplies	67.69
<b>Payroll Expenses</b>	
Health Insurance	876.78
IPERS	1,106.52
Medicare & Social Security	896.70
Unemployment Insurance	1.06
Wages	11,721.55
Payroll Expenses - Other	0.00
<b>Total Payroll Expenses</b>	14,602.61
Phone & Internet Service	135.92
Safety Clothing and Equipment	191.76
Security Monitoring	293.04
Uniform Service	247.85
Vehicle&Equip. Parts&Supplies	2,811.26
WORKERS' COMP INSURANCE	638.00
<b>Total Operating Fund Expenses</b>	62,613.31
<b>Total Expense</b>	66,409.07
<b>Net Income</b>	2,771.81

**HAMILTON COUNTY SOLID WASTE COMMISSION**  
**Profit & Loss Budget vs. Actual**  
 July through December 2018

Cash Basis

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	Jul - Dec 18	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
CD INTEREST	5,671.77			
OPERATING FUND				
ASSESSMENTS	33,592.76	67,185.00	-33,592.24	50.0%
FARM INCOME	1,767.14	1,000.00	767.14	176.7%
GAS TAX REFUND	0.00	200.00	-200.00	0.0%
GATE CHARGES				
APPLIANCES	2,220.00			
C&D	263,523.42			
CONCRETE	464.24			
ELECTRONICS	749.00			
LATEX PAINT	267.00			
MSW	316,011.75			
PACKER	6,524.00			
RCC FEES	32.90	1,000.00	-967.10	3.3%
TIRES	2,990.50			
TVS	4,500.00			
GATE CHARGES - Other	-288.34	1,018,000.00	-1,018,288.34	-0.0%
<b>Total GATE CHARGES</b>	<b>596,994.47</b>	<b>1,019,000.00</b>	<b>-422,005.53</b>	<b>58.6%</b>
REFUNDS AND REIMBURSEMENTS	1,774.26	1,500.00	274.26	118.3%
SCRAP METAL SOLD	5,907.09	10,000.00	-4,092.91	59.1%
OPERATING FUND - Other	368.34			
<b>Total OPERATING FUND</b>	<b>640,404.06</b>	<b>1,098,885.00</b>	<b>-458,480.94</b>	<b>58.3%</b>
POST CLOSURE RESERVE FUND				
INTEREST ON INVESTMENTS	0.00	5,734.00	-5,734.00	0.0%
<b>Total POST CLOSURE RESERVE FUND</b>	<b>0.00</b>	<b>5,734.00</b>	<b>-5,734.00</b>	<b>0.0%</b>
<b>Total Income</b>	<b>646,075.83</b>	<b>1,104,619.00</b>	<b>-458,543.17</b>	<b>58.5%</b>
<b>Expense</b>				
EQUIPMENT RESERVE FUND				
EQUIPMENT PURCHASES	0.00	70,000.00	-70,000.00	0.0%
<b>Total EQUIPMENT RESERVE FUND</b>	<b>0.00</b>	<b>70,000.00</b>	<b>-70,000.00</b>	<b>0.0%</b>
LANDFILL POST CLOSURE FUND				
CONSULTING ENGINEERING FEES	2,580.00	5,058.00	-2,478.00	51.0%
DISCONTINUATION PROJECT	12,200.00	10,000.00	2,200.00	122.0%
LAB TESTING	1,009.35	4,595.00	-3,585.65	22.0%
LEACHATE DISPOSAL	10,796.43	1,000.00	9,796.43	1,079.6%
LEACHATE SEEP REPAIR	4,837.16	6,000.00	-1,162.84	80.6%
LEACHATE SYSTEM REPORTS	4,389.89	9,068.00	-4,678.11	48.4%
OTHER DISBURSEMENTS	149.99	790.00	-640.01	19.0%
WATER QUALITY REPORTS	6,000.00	9,250.00	-3,250.00	64.9%
<b>Total LANDFILL POST CLOSURE FUND</b>	<b>41,962.82</b>	<b>45,761.00</b>	<b>-3,798.18</b>	<b>91.7%</b>

# HAMILTON COUNTY SOLID WASTE COMMISSION

## Profit & Loss Budget vs. Actual

July through December 2018

Cash Basis

109 of 117

	Jul - Dec 18	Budget	\$ Over Budget	% of Budget
<b>Operating Fund Expenses</b>				
Attorney Fees	175.00	1,200.00	-1,025.00	14.6%
Audits	5,300.00	6,000.00	-700.00	88.3%
Bank Service Charges	0.00	100.00	-100.00	0.0%
Building and Fixture Repairs	1,793.39	20,000.00	-18,206.61	9.0%
Building Supplies	675.77	2,000.00	-1,324.23	33.8%
Cell Phone Service	820.67	1,600.00	-779.33	51.3%
Change Fund	92.67	200.00	-107.33	46.3%
COMMISSION FEES	766.60	2,000.00	-1,233.40	38.3%
Computer Service	670.00	1,500.00	-830.00	44.7%
Diesel Fuel/Fuel Oil	16,107.60	30,000.00	-13,892.40	53.7%
Drinking Water Service	369.00	650.00	-281.00	56.8%
Electricity	4,211.18	8,700.00	-4,488.82	48.4%
ELECTRONICS RECYCLING	6,488.80	20,000.00	-13,511.20	32.4%
Engineering Fees	340.00	2,500.00	-2,160.00	13.6%
Equipment and Vehicle Repairs	2,983.49	30,000.00	-27,016.51	9.9%
Gasoline	402.23	750.00	-347.77	53.6%
Insurance Expense	9,677.57	11,236.00	-1,558.43	86.1%
Licenses and Permits	84.00	250.00	-166.00	33.6%
Medical Supplies	0.00	250.00	-250.00	0.0%
Meeting/Training Expenses	191.63	1,500.00	-1,308.37	12.8%
Membership Dues	175.00	750.00	-575.00	23.3%
MISC EXPENSES	488.02			
Miscellaneous Expenses	40.00			
NCIARSWA Gate Fees	294,511.10	560,000.00	-265,488.90	52.6%
NCIARSWA Per Capita Assessments	33,592.56	67,185.00	-33,592.44	50.0%
Office Supplies	403.08	3,000.00	-2,596.92	13.4%
Other Capital Outlay	490.47	2,000.00	-1,509.53	24.5%
<b>Payroll Expenses</b>				
Health Insurance	10,455.36	21,422.00	-10,966.64	48.8%
(PERS	7,301.06	16,040.00	-8,738.94	45.5%
Medicare & Social Security	6,218.34	12,999.00	-6,780.66	47.8%
Unemployment Insurance	33.64	100.00	-66.36	33.6%
Wages	81,285.50	169,919.00	-88,633.50	47.8%
Payroll Expenses - Other	84.00			
<b>Total Payroll Expenses</b>	<b>105,377.90</b>	<b>220,480.00</b>	<b>-115,102.10</b>	<b>47.8%</b>
Phone & Internet Service	802.64	1,700.00	-897.36	47.2%
Postage	278.26	600.00	-321.74	46.4%
Propane	2,548.10	3,500.00	-951.90	72.8%
Public Notices	493.11	1,200.00	-706.89	41.1%
RCC DISPOSAL/SUPPLIES	8,344.49	15,000.00	-6,655.51	55.6%
Rock	313.05	600.00	-286.95	52.2%
Safety Clothing and Equipment	358.67	500.00	-141.33	71.7%
Security Monitoring	879.12	1,200.00	-320.88	73.3%
Signs	150.00	500.00	-350.00	30.0%
TIRE REMOVAL	2,807.60	6,000.00	-3,192.40	46.8%
Tires	4,246.40	8,000.00	-3,753.60	53.1%
Uniform Service	898.86	1,500.00	-601.14	59.9%
Vehicle&Equip. Parts&Supplies	5,298.69	15,000.00	-9,701.31	35.3%
Weed Chemicals	0.00	150.00	-150.00	0.0%
WORKERS' COMP INSURANCE	4,312.00	6,981.00	-2,669.00	61.8%
<b>Total Operating Fund Expenses</b>	<b>517,958.72</b>	<b>1,056,282.00</b>	<b>-538,323.28</b>	<b>49.0%</b>
<b>Total Expense</b>	<b>559,921.54</b>	<b>1,172,043.00</b>	<b>-612,121.46</b>	<b>47.8%</b>
<b>Net Income</b>	<b>86,154.29</b>	<b>-67,424.00</b>	<b>153,578.29</b>	<b>-127.8%</b>

## **HAMILTON COUNTY TRANSFER STATION**

### **(Managers Report for December 2018)**

#### **Leachate Pipe Capping Project Update.**

I made a trip to check on Manhole #3 & #4 on Thursday, Jan 3rd 2019. This was just a follow up on the work done back in December by Barker Lemar. Both of our manholes 3 & 4 are over 75% full again after almost 1 month. I took pictures for viewing and then called Barker Lemar and forwarded those photo's. We have had a lot of rain this past month but I find it amazing how all the water found its way into our collection system. Unless our caps are leaking. I did check on them just a couple days after capping them off and everything appeared to be fine with minimal moisture present. I am waiting for some direction from our Engineers at Barker Lemar.

#### **Damage To Perimeter Fence Update**

We finally have some progress on our fence repair yesterday on Jan 2nd, 2019. They worked about 3 hours cleaning up the fence and removing bent posts along with re-boring the holes of posts that were going to be replaced. They should finish this up while the weather is still favorable. It does seem to help with litter containment and the popular north west wind.

#### **New Semi Tractor Pricing Project**

I have made several calls to potential sources for new semi tractors both Reese in Ft Dodge and Gator Trucks in Des Moines. We are waiting for trade prices from both. There are not a lot of trucks available at this time. If we need to order one they are saying 6-8 months out and pricing is a challenge! I am planning on having numbers to review with the group at least from one source.

A handwritten signature in black ink, reading "Dorey A. Klaver". The signature is written in a cursive, flowing style with a large initial 'D'.



# HAMILTON COUNTY SOLID WASTE COMMISSION

## December - 2018 MONTHLY REPORT

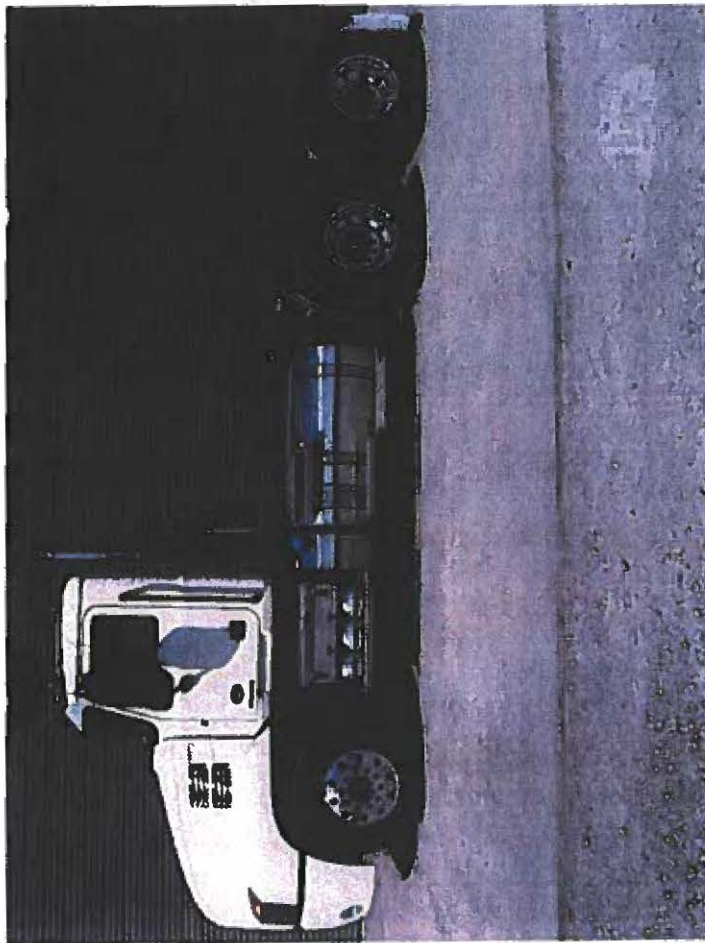
DATE	DAY	Tires, Tubes & Rims		Appliances-White Goods		Tv & Electronics		DAILY FORT DODGE	TONS OF CONSTR.	TONS OF MSW WASTE
		UNITS	RECEIPTS	UNITS	RECEIPTS	UNITS	RECEIPTS	TONS	TO BLDG.	
1	Saturday	0.00	0.00	1.00	10.00	0.00	0.00	0.00	0.43	22.66
2	Sun	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3	Monday	140.00	420.00	1.00	10.00	3.00	37.00	35.03	0.00	19.41
4	Tuesday	0.00	0.00	0.00	0.00	0.00	0.00	49.34	0.00	30.81
5	Wed	0.00	0.00	1.00	10.00	4.00	60.00	37.73	1.79	52.01
6	Thursday	10.00	30.00	1.00	10.00	0.00	0.00	47.09	4.35	34.76
7	Friday	0.00	0.00	1.00	10.00	1.00	15.00	33.80	3.43	33.05
8	Saturday	17.00	50.03	1.00	10.00	1.00	15.00	19.08	0.00	7.20
9	Sun	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10	Monday	0.00	0.00	0.00	0.00	4.00	44.00	17.01	2.04	38.48
11	Tuesday	0.00	0.00	1.00	10.00	0.00	0.00	53.31	0.38	29.49
12	Wed	0.00	0.00	0.00	0.00	1.00	15.00	17.28	4.13	36.64
13	Thursday	0.00	0.00	0.00	0.00	1.00	15.00	50.17	2.37	29.95
14	Friday	0.00	0.00	2.00	20.00	0.00	0.00	14.86	2.86	45.78
15	Saturday	3.00	6.00	2.00	20.00	2.00	30.00	21.22	2.96	6.47
16	Sun	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
17	Monday	0.00	0.00	3.00	30.00	2.00	30.00	24.27	0.36	36.70
18	Tuesday	2.00	5.50	0.00	0.00	1.00	15.00	67.03	5.32	38.64
19	Wed	0.00	0.00	2.00	20.00	0.00	0.00	51.36	0.83	40.18
20	Thursday	0.00	0.00	0.00	0.00	1.00	7.00	36.49	4.99	42.61
21	Friday	0.00	0.00	0.00	0.00	0.00	0.00	33.99	5.79	37.95
22	Saturday	0.00	0.00	0.00	0.00	3.00	45.00	11.67	0.66	7.85
23	Sun	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
24	Monday	3.00	51.00	0.00	0.00	0.00	0.00	20.61	11.43	11.09
25	Tuesday	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
26	Wed	0.00	0.00	1.00	10.00	1.00	15.00	39.28	10.11	42.92
27	Thursday	0.00	0.00	1.00	10.00	1.00	15.00	56.72	2.22	34.51
28	Friday	0.00	0.00	0.00	0.00	0.00	0.00	19.72	5.24	43.12
29	Saturday	4.00	13.00	1.00	10.00	1.00	7.00	28.70	1.69	25.26
30	Sun	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31	Monday	0.00	0.00	1.00	10.00	0.00	0.00	18.36	2.13	28.02
TOTAL		179.00	575.53	20.00	200.00	27.00	365.00	804.12	75.51	775.56
TOTAL AVG		7.16	23.02	0.80	8.00	1.08	14.60	32.16	3.02	31.02

# HAMILTON COUNTY SOLID WASTE COMMISSION

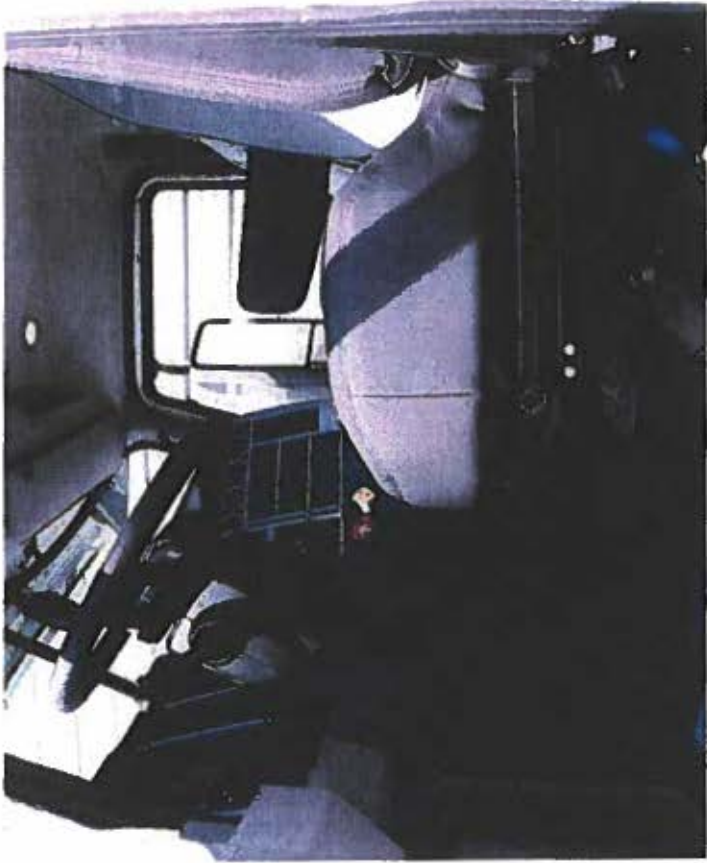
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DATE	DAY	TOTAL TONS TO BLDG.	CHARGE RECEIPTS TO BLDG.	CASH RECEIPTS TO PACKER	CASH RECEIPTS TO BLDG.	TOTAL RECEIPTS	PACKER WEIGHT (TONS)	DAY PACKER DUMPED & DISPOSAL CHG	LATEX PAINT FEES
1	Saturday	23.09	304.01	103.00	346.13	763.14			12.00
2	Sun	0.00	0.00	0.00	0.00	0.00			
3	Monday	19.41	1382.44	16.00	120.13	1985.57			
4	Tuesday	30.81	2185.63	32.00	173.12	2390.75			
5	Wed	53.80	3404.43	24.00	820.89	4319.32	1.43	108.68	
6	Thursday	39.11	2818.62	56.00	196.04	3136.66			30.00
7	Friday	36.48	2692.88	8.00	129.72	2856.60			
8	Saturday	7.20	327.56	80.00	340.32	822.91			
9	Sun	0.00	0.00	0.00	0.00	0.00			
10	Monday	40.52	3026.59	32.00	106.26	3208.85			
11	Tuesday	29.87	2209.47	0.00	115.70	2335.17			
12	Wed	40.77	2993.08	16.00	166.68	3190.76			
13	Thursday	31.32	2195.75	23.00	220.71	2454.46			
14	Friday	48.64	3573.40	40.00	200.16	3833.56			
15	Saturday	9.43	408.71	128.00	463.40	1056.11			
16	Sun	0.00	0.00	0.00	0.00	0.00			
17	Monday	37.06	2278.36	56.00	557.64	2952.00	2.12	161.12	
18	Tuesday	43.96	2104.97	30.00	1280.84	3436.31			24.00
19	Wed	41.01	2957.52	80.05	244.96	3302.53			
20	Thursday	47.60	3499.43	39.00	179.16	3724.61			
21	Friday	43.74	3157.25	55.00	246.49	3458.74			
22	Saturday	8.51	334.23	72.00	453.52	904.75			
23	Sun	0.00	0.00	0.00	0.00	0.00			
24	Monday	22.52	951.88	39.00	838.10	1879.98	1.71	129.96	
25	Tuesday	0.00	0.00	0.00	0.00	0.00			
26	Wed	53.03	3745.35	70.00	432.96	4273.31			
27	Thursday	36.73	2307.85	48.00	340.58	2721.43			
28	Friday	48.36	3578.49	16.00	288.55	3883.04			
29	Saturday	26.95	1859.72	126.00	303.84	2319.56			
30	Sun	0.00	0.00	0.00	0.00	0.00			
31	Monday	30.15	2040.62	56.00	460.88	2567.50			
	Friday	850.07	56338.24	1245.05	9026.78	67777.62	5.26	399.76	66.00
	TOTAL AVG	34.00	2253.53	49.80	361.07	2711.10	0.21	15.99	2.64

\$845.29











**Hamilton County Solid Waste Commission  
2018 Wage Declaration**

<b><u>Employee</u></b>	<b><u>Gross Annual Wage</u></b>
Kevin Dingman	\$34,540.31
Jerry Klaver	\$3,944.25
Cherie Ferguson	\$14,616.11
Keenan Elliott	\$40,403.27
Terry Klaver	\$63,807.25
Lonnie Wheeler	\$517.00
Total	\$157,828.19