

Lawton City Council Meeting

December 2, 2020 5:30 p.m.

The Lawton City Council met in regular session at 5:30 p.m. on December 2, 2020 at Lawton Friendship Center. Mayor Pedersen call the meeting to order. Roll call was answered by Baltushis, Heiss, Hennings, Otto, and Saunders. Also in attendance: city clerk Tricia Jernberg, Attorney Glenn Metcalf, Public Works Director Justin Dunnington, Chris Ameen, Kurt Meine, Carly Hummel, Lori Hummel, Blake Stubbs, Howard Smith, Clark Hummel, Chris Countryman, Lt. Armstrong WCSO.

Agenda: It was moved by Saunders, second by Heiss, to approve the agenda as posted. Motion carried, all voting aye.

Public Forum: No one to speak at public forum.

Sheriff's Report: Lt. Armstrong was present with the sheriff's report for November. Lawton was patrolled 50 hours and deputies responded to 2 calls for service. Deputies spent 5 hours and 55 minutes doing school related activities in the Lawton Bronson School District.

Fire Report: Fire Chief Ameen was present with the Fire report. The department responded to 2 calls for service. CPR training class was postponed until early 2021 due to covid. Budget for FY22 has been drawn up and will be presented later in the meeting.

Clerks Report: Clerk reported the creation of the town Facebook page. A letter was sent to Gregg Smith/ Capital Management for the intent renew the lease for the 4th year of the 5 year lease agreement, effective August 2021. Anticipatory budget letters were sent to a few groups in town to see if they expect to request money from the city in FY22. There are a couple grants will be submitted within the next month. Partnered with Siouxland District Health about conducting a sidewalk audit in town. Building permit was received by Jenny Crew for a deck. Work order tracker is attached. Complaints were received about animal feces on and next to the walking trail. Council was asked to remind citizens and homeowners who live next to the trail to properly clean up after their animals. Questions were asked about posting signs reminding residents of this.

Mayor Report: Pedersen reported looking into some sidewalks that are in need of repair, wanting to research sidewalk audits. Thanked Baltushis for representing the city at the fire department budget meeting. Looked at a concrete issue on Pine St, he and Justin has contacted contractor to fix it. Received a thank you from the fire department for adding rock to driveway next to the station building. Visited with Mr. Wingert about visibility issues at intersection of Cedar and Main. Mayor commented on the communication between city hall and maintenance departments working well. Reported the public works department have been doing a lot of preventative maintenance on equipment, and has received good communication from them. Noted he feels fortunate to have new clerk and new maintenance assistant and Facebook page is awesome. Reported the plan of forming committees to accomplish the Lawton Comprehensive Plan, will be changing. Masks will be worn when coming into city buildings, city has provided masks in each building to follow the Governor's proclamation. Asked Council to consider going electronic for meeting packets. Discussed upcoming budget organization. Mayor thanks council and community for making Lawton a great place to raise a family. Commented on the Christmas lights in town, and utilizing the city Facebook page going forward.

Public Works Report: Director reported servicing all equipment, boiler installed at water treatment plant, doing repairs in house, lagoons have been discharged, and questions were asked about completing sewer sludge removal. Expenses from the works department were presented.

Attorney Report: Metcalf reported he had attended a Municipal Attorney conference and there won't be any big changes in municipal law for the upcoming year. Mentioned a couple small changes. No other business to report.

Minutes: It was moved by Otto, second by Saunders to approve the minutes of the November regular meeting. Motion carried, all voting aye.

Consent Agenda: It was moved by Otto, second by Heiss to approve the December claims for payment and financial reports. Motion carried, all voting aye.

Utility Billing Trial Balance and Accounts Receivable Audit Report: It was moved by Otto, second by Saunders to approve utility billing trial balance and accounts receivable audit report. Motion carried, all voting aye.

Open Burning: Discussion to propose citizens option of dumping yard waste at the current tree pile for 2 weeks in the spring and 2 weeks in the fall, for an additional option to burning at residences. No plastic bags accepted, snow fence to surround area, area already under surveillance. Concerns were expressed and questions were asked. Nuisance citations will be issued if violations of city's burning ordinance occur. Action to be taken at next meeting.

Fire Department Budget FY22: After discussion it was decided to approve the proposed budget of the Fire Department's budget for FY2022. Motion was made by Saunders, second by Otto to approve budget, motion carried all voting aye.

Fire Truck Purchase: Kurt Miene discussed benefits about new pumper truck. Asked the city to sign over the title of the old truck to the fire association. After discussion it was decided to approve to pay the city's portion of the total, up to \$53,906, depending on approval from other townships. City will also allow the title to be transferred to the association. Motion by Heiss, second by Saunders, to approve the city's portion of the purchase and transfer of the title. Motion carried, all voting aye.

Employee Health Benefits: Chris Countryman presented Wellmark renewal packet. After discussion from council it was decided to adjust the current employee health benefit plan to better benefit the employees. Chris will put together a new package to be approved at January meeting.

Sidewalk Repairs: Concerns were expressed about a few sidewalks that are hazardous to pedestrians. Sidewalk audit to follow to determine priority fixes.

Regular Meeting Days: After discussion it was decided to move the regular council meeting days to the second Wednesday of the month, time to stay same.

RESOLUTION 2020-24

CHANGING REGULAR DAY OF MEETINGS

Motion made by Saunders, second by Otto, to approve the changing of regular council meeting days to the second Wednesday of each month, and continuing 5:30 pm start time, effective February 2021.
Passed on vote of aye by all members. Passed 5-0.

Humane Society Contract: Motion by Heiss, second by Otto to approve contract with the Siouland Humane Society. Motion carried all voting aye.

Water Rates: Discussion about the possibility on lowering water rates. Heiss mentioned wanting to lower the rates based on the amount of money in the city water account. Council decided to look into the possibility further.

Paperless Council Meetings: Discussion on moving to paperless council meetings. Council agreed to research getting new technology and software.

Achievement of Lawton Comprehensive Plan: Discussion on revision of committee formation, public to bring ideas to the council. Pedersen expressed his want to utilize the plan going forward and commented on some of the items that have already been completed.

Upcoming Budget: Discussion about big projects to prepare for the FY22. Council to decide which streets need most attention.

Intersection of Main and Cedar: Concerns were expressed about visibility at intersection of Main and Cedar. Pedersen mentioned maybe moving the stop sign. Continued discussion with the business owner will be needed.

Noise Ordinance: Concerns about machinery running early morning hours. Hennings asked about when the business owner is considered industrial rather than commercial. Residents are asked to monitor noise and communicate with the business owner. Pedersen proposed a 20 minute time limit for machinery to run with the business owner and he has agreed to follow.

With no further business it was moved by Saunders, second by Otto to adjourn at 7:30 pm. Motion carried, all voting aye.

Tricia Jernberg, City Clerk

Jesse Pedersen, Mayor

CLAIMS REPORT

Vendor Checks: 11/06/2020-12/05/2020

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Payroll Checks: 11/06/2020-12/05/2020

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ACCO UNLIMITED CORPORATION	Chlorine		290.80		
BOMGAARS	Misc Supplies and operational		546.21		
BROWN SUPPLY CO	Meter box Wrench		68.75		
CITY OF LAWTON	FIRE DEPARTMENT WATER	51.71		19645	11/11/20
CITY OF LAWTON	Fire Dept Water	53.83	105.54		
COLLECTION SERVICES CENTR	CHILD SUPPORT	346.15		19622	11/06/20
COLLECTION SERVICES CENTR	CHILD SUPPORT	346.15	692.30	19650	11/20/20
EAKES OFFICE SOLUTIONS	Fire-soap dispenser, CH org		78.19		
EFTPS	FED/FICA TAX		2,863.79	492	11/20/20
EGR INSURANCE, INC	Surety Bond Renewal		180.00		
EQUIPMENT BLADES	Blades		287.00		
FLOYD RIVER MATERIALS, INC	Salt and limestone		2,175.00		
HAKA, LLC	Public works fuel		384.20		
HYDRAULIC SALES & SERVICE CO	Adapter for '97 Louisville Plow		12.92		
IOWA ONE CALL	Locates		31.50		
IOWA PRISON INDUSTRIES	Signs, brackets, and posts		741.30		
IOWA RURAL WATER ASS	VISION INS	20.21		490	11/06/20
IOWA RURAL WATER ASS	VISION INSURANCE	8.67		495	12/01/20
IOWA RURAL WATER ASS	Membership Dues IA Rural Water	225.00	253.88		
IPERS	REGULAR IPERS		1,798.77	493	11/20/20
JODI PETERSON	Consultation services		651.75		
JOHNSON PROPANE INC	Waste water propane tank at		44.40		
JUSTIN DUNNINGTON	PR ADVANCE	590.00		19644	11/11/20
JUSTIN DUNNINGTON	PR ADVANCE	590.00	1,180.00	19651	11/24/20
LOWES HOME IMPROVEMENT	Hand soap for fire		70.00	14350263	11/19/20
L.P. GILL, INC	2nd Qtr Landfill Fee		4,540.00		
MANGOLD ENVIRONMENTAL TESTING,	Wastewater testing		205.00		
MENARDS - SIOUX CITY	Maintenance supp, fire gutters		98.34		
METCALF & BEARDSHEAR LAW OFFIC	Legal Services		350.00		
MIDAMERICAN ENERGY COMPANY	Utilities		2,577.57	497	12/03/20
MPIRE HEATING & COOLING, LLC	boiler/pumps at h2o trtmt plnt		10,000.00		
O'REILLY AUTOMOTIVE INC	Vehicle maintenance		92.99		
REHAB SYSTEMS INC	Jet Vac Sewer Lines		7,840.95		
SIOUX CITY FOUNDRY CO.	Blades		640.44		
SOOLAND BOBCAT	Bobcat repairs and parts		1,262.08		
STAN HOUSTON EQUIPMENT CO, INC	Stump grinder rental		250.00		
STAPLES - SIOUX CITY	Office Paper	18.29		498	11/29/20
STAPLES - SIOUX CITY	Office supplies City Hall	33.93	52.22	14350265	11/09/20
STEFFEN TRUCK EQUIPMENT INC.	Light for 10ft Boss plow		317.07		
THE RECORD	Publishing fees 10/2020		333.93		
TREASURER STATE OF IOWA	WATER EXCISE TAX OCTOBER 20		977.00	491	11/14/20
TRIPLE D CONTRACTING, INC	Road Salt and delivery		2,152.00		
USABUEBOOK	Water testing chem and tubes		348.59		
WELLMARK	health insurance premium		780.55		
WESTERN DISPOSAL, INC.	October Garbage		6,073.08		
WESTERN IOWA TELEPHONE ASS'N	UTILITIES FIRE	90.50		477	11/28/20
WESTERN IOWA TELEPHONE ASS'N	FIREPHONE	96.66		496	11/28/20
WESTERN IOWA TELEPHONE ASS'N	TELEPHONE/INTERNET	416.07		498	11/16/20

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Payroll Checks: 11/06/2020-12/05/2020

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK #	CHECK DATE
WESTERN IOWA TELEPHONE ASS'N	TELEPHONE/INTERNET		603.23		
			=====		
	Accounts Payable Total		51,951.34		
	Invoices: Paid		10,895.47		
	Invoices: Scheduled		41,055.87		
	Payroll Checks		6,467.34		
			=====		
	Report Total		58,418.68		
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CLAIMS REPORT
CLAIMS FUND SUMMARY

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Payroll Checks: 11/06/2020-12/05/2020

FUND	NAME	AMOUNT
001	GENERAL	21,346.15
015	FIRE	376.13
110	ROAD USE TAX	7,886.90
600	WATER	17,545.92
610	SEWER	11,263.58

	TOTAL FUNDS	58,418.68