

## **MINUTES**

### **CALL TO ORDER – ROLL CALL**

#### **PRESENT**

Mayor Jeff Jacque, Council Member Jim Gibbs, Council Member Jenni Ostwinkle Silva, Council Member Mike English, Council Member Mike Oberbroeckling, & Council Member Tom Westhoff

### **PLEDGE OF ALLEGIANCE**

#### **APPROVAL OF AGENDA**

Motion made by Council Member English to approve the Monday, March 6, 2023 agenda as presented  
Seconded by Council Member Gibbs.

Voting Yea: Gibbs, Ostwinkle Silva, English, Oberbroeckling, Westhoff Nay: None Motion carried.

### **ORAL COMMENTS**

#### **APPROVAL OF CONSENT AGENDA**

Motion made by Council Member Oberbroeckling to approve the Consent Agenda Seconded by Council Member Westhoff. Roll call vote:

Voting Yea: Gibbs, Ostwinkle Silva, English, Oberbroeckling, Westhoff Nay: None Motion carried.

**1. Approve Bills; 2. Approve Tenant Deposit Refund; 3. Approve September 2022 Receipts; 4. Approve October 2022 Receipts; 5. Approve November 2022 Receipts; 6. Approve December 2022 Receipts; 7. Approve January 2023 Receipts; 8. Approve Minutes - City Council Meeting - February 20, 2023; 9. Approve Minutes - Budget Work Session - February 27, 2023; 10. Receive & File Minutes - Parks & Recreation Commission Meeting - March 1, 2023; 11. Class B Retail Alcohol License - Family Dollar Store #33189; 12. Class C Retail Alcohol License - Rolling Knolls Golf Course; 13. Special Class C Retail Alcohol License (BW) - Textile Brewery - 5 Day (Effective March 10-14, 2023); 14. Authorize City Administrator to Sign Hogan Hansen Engagement Letter; 15. Receive & File Treasurer's Report - September 2022; 16. Receive & File Revenue & Expense Report - September 2022; 17. Receive & File Treasurer's Report - October 2022; 18. Receive & File Revenue & Expense Report - October 2022; 19. Receive & File Treasurer's Report - November 2022; 20. Receive & File Revenue & Expense Report - November 2022; 21. Receive & File Treasurer's Report - December 2022; 22. Receive & File Revenue & Expense Report - December 2022; 23. Receive & File Treasurer's Report - January 2023; 24. Receive & File Revenue & Expense Report - January 2023; 25. Receive & File Application of RAISE Grant 2023; 26. Miscellaneous Correspondence: Notice to Destroy Weeds and Undesirable Vegetation; 27. Miscellaneous Correspondence 2023 Spring Clean-up Notice; 28. Miscellaneous Correspondence: Keep Iowa Beautiful - February 2023; 29. Miscellaneous Correspondence: Mediacom Rate Adjustments - February 24, 2023. The following bills were approved for payment:**

|                            |                     |              |
|----------------------------|---------------------|--------------|
| Ace Homeworks              | Supplies            | \$ 135.53    |
| Alliant Energy             | Electricity         | \$ 11,670.45 |
| American Water Works Assoc | Membership          | \$ 266.00    |
| Bahl, Kathy                | Refund              | \$ 100.00    |
| Bi-County Disposal Inc     | Garbage / Recycling | \$ 25,648.90 |
| Cambia Inc                 | Lighting            | \$ 9,000.00  |
| Capital Sanitary Supply    | Supplies            | \$ 149.76    |
| Carquest Auto Parts        | Supplies            | \$ 6.58      |

|                                     |                       |              |
|-------------------------------------|-----------------------|--------------|
| Comelec Services Inc                | Fiber Optic Internet  | \$ 1,005.00  |
| Computer Doctors Inc                | Computer Work         | \$ 1,325.00  |
| Crescent Electric Supply            | Supplies              | \$ 2,362.50  |
| Cummings, Joshua                    | Cleaning Services     | \$ 280.00    |
| Dorsey & Whitney                    | Legal Services        | \$ 17,000.00 |
| Dyersville Commercial               | Legals/Ads            | \$ 174.00    |
| East Central Intergovernmental Assn | Professional Services | \$ 1,323.25  |
| Giant Wash                          | Uniforms/Floor Mats   | \$ 129.70    |
| Gleichauf, Brittany                 | Refund                | \$ 100.00    |
| Hawkeye Fire & Safety               | Supplies              | \$ 2,319.88  |
| J & J Lawn Care                     | Snow Removal          | \$ 6,308.68  |
| Jam Systems & Midland Doors         | Service Call          | \$ 247.33    |
| John Deere Financial                | Supplies              | \$ 134.55    |
| Jumbo Visual Projection             | Service               | \$ 300.00    |
| Lemke, Grace                        | Refund                | \$ 200.00    |
| Microbac Laboratories               | Testing               | \$ 955.25    |
| Miller, Kellie                      | Refund                | \$ 100.00    |
| Morton Salt Inc                     | Street Salt           | \$ 15,891.14 |
| Mueller, Melaine or Robert          | Refund                | \$ 100.00    |
| Origin Design Co                    | Engineer Fees         | \$ 27,302.00 |
| Peosta Police Department            | Training              | \$ 48.00     |
| Pfeiler Electric                    | Supplies              | \$ 150.00    |
| Quill Corporation                   | Supplies              | \$ 118.39    |
| Reliance Standard                   | Insurance             | \$ 822.56    |
| Rick's Lawn Mowing & Snow Removal   | Snow Removal Ricks    | \$ 10,785.75 |
| Secretary of State                  | Notary                | \$ 30.00     |
| Streicher's                         | Supplies              | \$ 686.99    |
| Tauke Motors                        | Vehicle Maintenance   | \$ 99.65     |
| Tennis Services of Iowa             | Contracted Service    | \$ 16,750.00 |
| Terracon Consultants                | T.I.I.B. Engineering  | \$ 2,850.00  |
| TJ Cleaning Services                | Cleaning Services     | \$ 570.00    |
| Tyler Technologies                  | Annual Fee            | \$ 3,457.00  |
| USA Blue Book                       | Supplies              | \$ 266.37    |
| Verizon Wireless                    | Cell Phone            | \$ 946.78    |
| Willenborg, Bill                    | Refund                | \$ 100.00    |
| Windstream                          | Phone                 | \$ 547.49    |
| Woodward, Joann                     | Reimbursement         | \$ 74.00     |

|                             |               |
|-----------------------------|---------------|
| 001 - General Fund          | \$ 68,410.68  |
| 110 - Road Use Fund         | \$ 27,180.99  |
| 112 - Trust and Agency Fund | \$ 700.00     |
| 128 - CDBG                  | \$ 2,850.00   |
| 301 - Capital Projects Fund | \$ 338.50     |
| 600 - Water Fund            | \$ 8,758.13   |
| 602 - Water Capital Fund    | \$ 12,175.25  |
| 610 - Sewer Fund            | \$ 1,530.09   |
| 612 - Sewer Capital Fund    | \$ 15,431.75  |
| 670 - Solid Waste Fund      | \$ 25,463.09  |
| Grand Total:                | \$ 162,838.48 |

#### Receipts September 2022

|                     |               |
|---------------------|---------------|
| 001 - General Fund  | \$ 261,638.42 |
| 002 - Library Trust | \$ 989.80     |

|                                |               |
|--------------------------------|---------------|
| 110 - Road Use Tax             | \$ 70,211.92  |
| 112 - Trust & Agency           | \$ 700.00     |
| 121 - L.O. Sales Tax Reserve   | \$ 80,689.02  |
| 135 - Dyersville TIF Dist Fund | \$ 194,583.02 |
| 200 - Debt Service             | \$ 64,306.54  |
| 301 - Capital Projects Fund    | \$ 803.65     |
| 600 - Water Fund               | \$ 87,074.31  |
| 610 - Sewer Fund               | \$ 118,058.76 |
| 670 - Solid Waste Fund         | \$ 31,391.70  |
| ===Receipt Total===            | \$ 910,447.14 |

#### September 2022 Treasurer's Report Summary

|                               |                 |
|-------------------------------|-----------------|
| 001 - General Fund            | \$ 366,149.60   |
| 002 - Library Trust Fund      | \$ 72,847.73    |
| 110 - Road Use Tax Fund       | \$ 49,832.51    |
| 112 - Trust & Agency Fund     | \$ 39,061.00    |
| 121 - L.O. Sales Tax Reserve  | \$ 376,179.20   |
| 128 - CDBG / Flood Fund       | \$ 540,430.05   |
| 135 - Dyersville TIF District | \$ 2,470,166.05 |
| 200 - Debt Service Fund       | \$ 551,673.47   |
| 301 - Capital Improvements    | \$ (544,678.72) |
| 600 - Water Fund              | \$ (169,208.25) |
| 601 - Water Sinking Fund      | \$ 0.31         |
| 602 - Water Capital           | \$ (96,762.93)  |
| 610 - Sewer Fund              | \$ (771,472.21) |
| 611 - Sewer Sinking Fund      | \$ (99.87)      |
| 612 - Sewer Capital Fund      | \$ (623,111.54) |
| 670 - Solid Waste Fund        | \$ 11,505.27    |
| ===Total===                   | \$ 2,272,511.67 |

#### Receipts October 2022

|                                |                 |
|--------------------------------|-----------------|
| 001 - General Fund             | \$ 836,630.16   |
| 002 - Library Trust            | \$ 2,686.85     |
| 110 - Road Use Tax             | \$ 51,566.94    |
| 112 - Trust & Agency           | \$ 125.00       |
| 121 - L.O. Sales Tax Reserve   | \$ 29,887.07    |
| 135 - Dyersville TIF Dist Fund | \$ 650,303.95   |
| 200 - Debt Service             | \$ 225,319.54   |
| 301 - Capital Projects Fund    | \$ 2,044.50     |
| 600 - Water Fund               | \$ 88,714.30    |
| 610 - Sewer Fund               | \$ 119,205.75   |
| 670 - Solid Waste Fund         | \$ 31,428.90    |
| ===Receipt Total===            | \$ 2,037,912.96 |

#### October 2022 Treasurer's Report Summary

|                          |               |
|--------------------------|---------------|
| 001 - General Fund       | \$ 965,543.00 |
| 002 - Library Trust Fund | \$ 73,946.92  |
| 110 - Road Use Tax Fund  | \$ 71,351.53  |

|                               |                 |
|-------------------------------|-----------------|
| 112 - Trust & Agency Fund     | \$ 38,736.00    |
| 121 - L.O. Sales Tax Reserve  | \$ 406,066.27   |
| 128 - CDBG / Flood Fund       | \$ 540,430.05   |
| 135 - Dyersville TIF District | \$ 3,120,470.00 |
| 200 - Debt Service Fund       | \$ 776,993.01   |
| 301 - Capital Improvements    | \$ (579,669.84) |
| 600 - Water Fund              | \$ (145,337.66) |
| 601 - Water Sinking Fund      | \$ 0.31         |
| 602 - Water Capital           | \$ (423,741.05) |
| 610 - Sewer Fund              | \$ (750,653.08) |
| 611 - Sewer Sinking Fund      | \$ (99.87)      |
| 612 - Sewer Capital Fund      | \$ (653,523.29) |
| 670 - Solid Waste Fund        | \$ 32,201.02    |
| ===Total===                   | \$ 3,472,713.32 |

#### Receipts November 2022

|                                |               |
|--------------------------------|---------------|
| 001 - General Fund             | \$ 196,507.11 |
| 002 - Library Trust            | \$ 1,986.69   |
| 110 - Road Use Tax             | \$ 48,694.02  |
| 135 - Dyersville TIF Dist Fund | \$ 84,700.10  |
| 200 - Debt Service             | \$ 26,562.66  |
| 301 - Capital Projects Fund    | \$ 1,018.80   |
| 600 - Water Fund               | \$ 82,858.31  |
| 610 - Sewer Fund               | \$ 113,047.28 |
| 670 - Solid Waste Fund         | \$ 31,206.95  |
| ===Receipt Total===            | \$ 586,581.92 |

#### November 2022 Treasurer's Report Summary

|                               |                 |
|-------------------------------|-----------------|
| 001 - General Fund            | \$ 932,106.33   |
| 002 - Library Trust Fund      | \$ 73,677.15    |
| 110 - Road Use Tax Fund       | \$ 87,544.41    |
| 112 - Trust & Agency Fund     | \$ 38,336.00    |
| 121 - L.O. Sales Tax Reserve  | \$ 406,066.27   |
| 128 - CDBG / Flood Fund       | \$ 540,430.05   |
| 135 - Dyersville TIF District | \$ 3,072,022.92 |
| 200 - Debt Service Fund       | \$ 746,568.16   |
| 301 - Capital Improvements    | \$ (759,547.93) |
| 600 - Water Fund              | \$ (122,039.27) |
| 601 - Water Sinking Fund      | \$ (17,304.69)  |
| 602 - Water Capital           | \$ (883,712.30) |
| 610 - Sewer Fund              | \$ (682,476.07) |
| 611 - Sewer Sinking Fund      | \$ (14,902.37)  |
| 612 - Sewer Capital Fund      | \$ (702,403.29) |
| 670 - Solid Waste Fund        | \$ 8,464.58     |
| Total                         | \$ 2,722,829.95 |

#### Receipts December 2022

|                    |               |
|--------------------|---------------|
| 001 - General Fund | \$ 220,738.84 |
|--------------------|---------------|

|                                |                 |
|--------------------------------|-----------------|
| 002 - Library Trust            | \$ 11,906.09    |
| 110 - Road Use Tax             | \$ 52,494.00    |
| 112 - Trust & Agency           | \$ 950.00       |
| 121 - L.O. Sales Tax Reserve   | \$ 106,520.79   |
| 135 - Dyersville TIF Dist Fund | \$ 45,927.37    |
| 200 - Debt Service             | \$ 22,535.51    |
| 301 - Capital Projects Fund    | \$ 683.77       |
| 600 - Water Fund               | \$ 84,852.34    |
| 602 - Water Capital Fund       | \$ 1,030,332.12 |
| 610 - Sewer Fund               | \$ 118,663.18   |
| 670 - Solid Waste Fund         | \$ 30,740.55    |
| ===Receipt Total===            | \$ 1,726,344.56 |

#### December 2022 Treasurer's Report Summary

|                               |                 |
|-------------------------------|-----------------|
| 001 - General Fund            | \$ 815,347.84   |
| 002 - Library Trust Fund      | \$ 79,850.39    |
| 110 - Road Use Tax Fund       | \$ 104,759.93   |
| 112 - Trust & Agency Fund     | \$ 38,886.00    |
| 121 - L.O. Sales Tax Reserve  | \$ 512,587.06   |
| 128 - CDBG / Flood Fund       | \$ 540,430.05   |
| 135 - Dyersville TIF District | \$ 3,117,330.29 |
| 200 - Debt Service Fund       | \$ 768,760.33   |
| 301 - Capital Improvements    | \$ (777,064.91) |
| 600 - Water Fund              | \$ (85,449.84)  |
| 601 - Water Sinking Fund      | \$ (31,945.15)  |
| 602 - Water Capital           | \$ 9,201.53     |
| 610 - Sewer Fund              | \$ (629,669.37) |
| 611 - Sewer Sinking Fund      | \$ (54,828.72)  |
| 612 - Sewer Capital Fund      | \$ (752,924.79) |
| 670 - Solid Waste Fund        | \$ 1,384.83     |
| ===Total===                   | \$ 3,656,655.47 |

#### Receipts January 2023

|                                |                 |
|--------------------------------|-----------------|
| 001 - General Fund             | \$ 80,381.05    |
| 002 - Library Trust            | \$ 2,047.71     |
| 110 - Road Use Tax             | \$ 44,340.62    |
| 112 - Trust & Agency           | \$ 1,150.00     |
| 121 - L.O. Sales Tax Reserve   | \$ 44,033.81    |
| 135 - Dyersville TIF Dist Fund | \$ 4,480.14     |
| 200 - Debt Service             | \$ 1,890.87     |
| 600 - Water Fund               | \$ 79,921.61    |
| 602 - Water Capital Fund       | \$ 989,623.62   |
| 610 - Sewer Fund               | \$ 114,535.25   |
| 670 - Solid Waste Fund         | \$ 30,448.82    |
| ===Receipt Total===            | \$ 1,392,853.50 |

#### January 2023 Treasurer's Report Summary

|                    |               |
|--------------------|---------------|
| 001 - General Fund | \$ 677,869.85 |
|--------------------|---------------|

|                               |                 |
|-------------------------------|-----------------|
| 002 - Library Trust Fund      | \$ 79,550.05    |
| 110 - Road Use Tax Fund       | \$ 94,730.32    |
| 112 - Trust & Agency Fund     | \$ 38,661.00    |
| 121 - L.O. Sales Tax Reserve  | \$ 556,620.87   |
| 128 - CDBG / Flood Fund       | \$ 258,063.28   |
| 135 - Dyersville TIF District | \$ 3,121,810.43 |
| 200 - Debt Service Fund       | \$ 770,651.20   |
| 301 - Capital Improvements    | \$ (817,194.61) |
| 600 - Water Fund              | \$ (74,727.51)  |
| 601 - Water Sinking Fund      | \$ (31,945.15)  |
| 602 - Water Capital           | \$ 106,158.65   |
| 610 - Sewer Fund              | \$ (548,932.82) |
| 611 - Sewer Sinking Fund      | \$ (54,828.72)  |
| 612 - Sewer Capital Fund      | \$ (752,924.79) |
| 670 - Solid Waste Fund        | \$ 2,179.66     |
| ===Total===                   | \$ 3,425,741.71 |

## ACTION ITEMS

**30. Ordinance No. 854** amending Section 92.08 of the Code of Ordinances of Dyersville, Iowa, by Amending Provisions Pertaining to Customer Deposits for Water Service. Second Reading.

Motion made by Council Member Gibbs to waive the reading of Ordinance No. 854. Seconded by Council Member Ostwinkle Silva. Roll call vote:

Voting Yea: Gibbs, Ostwinkle Silva, English, Oberbroeckling, Westhoff Nay: None Motion carried.

Motion made by Council Member Ostwinkle Silva to approve the second reading of Ordinance No. 854. Seconded by English. Roll call vote:

Voting Yea: Gibbs, Ostwinkle Silva, English, Oberbroeckling, Westhoff Nay: None Motion carried.

**31. Resolution No. 15-23** approving Subaward Agreement between Iowa Department of Homeland Security and Emergency Management and City of Dyersville.

Motion made by Council Member Oberbroeckling to approve. Seconded by Council Member Ostwinkle Silva. Roll call vote:

Voting Yea: Gibbs, Ostwinkle Silva, English, Oberbroeckling, Westhoff Nay: None Motion carried.

**32. Discussion and Possible Action** on the Purchase of a 2023 John Deere Gator for Parks Department

Motion made by Council Member Westhoff to approve purchase Seconded by Council Member Gibbs.

Voting Yea: Gibbs, Ostwinkle Silva, English, Oberbroeckling, Westhoff Nay: None Motion carried.

**33. Proclamation** declaring March 11, 2023 be observed as the Feast Day of Saint Patrick in Dyersville

Motion made by Council Member English to read and approve. Seconded by Council Member Westhoff. Roll call vote:

Voting Yea: Gibbs, Ostwinkle Silva, English, Oberbroeckling, Westhoff Nay: None Motion carried.

## COUNCIL COMMENTS

## ADJOURNMENT

Motion made by Council Member English to adjourn at 6:38 pm. Seconded by Council Member Oberbroeckling.

Voting Yea: Gibbs, Ostwinkle Silva, English, Oberbroeckling, Westhoff Nay: None Motion carried.

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Jeff Jacque Mayor

ATTEST:

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Lori A. Panton, Deputy Clerk