



CITY OF WEST BURLINGTON

City Council - 081722

Wednesday, August 17, 2022 at 6:00 PM

West Burlington City Hall - 122 Broadway Street

MINUTES

The West Burlington City Council met in regular session on Wednesday, August 17, 2022 at 6:00 p.m. with Mayor Ron Teater presiding.

ROLL CALL

PRESENT: Kathy Newberry, Andy Crowner, John Johnson, Therese Lees

ABSENT: Melanie Young

OTHER STAFF PRESENT: City Administrator Gregg Mandsager, Police Chief Jesse Logan, Public Works Director Mike Brissey, Finance Manager Angela Moore, City Clerk Kelly Fry

APPROVAL OF AGENDA

Motion made by Newberry, Seconded by Crowner, to approve the agenda as presented.
Voting Yea: Newberry, Crowner, Johnson, Lees. Motion carried.

CONSENT AGENDA

Johnson asked that Pay Request #15 for Boomerang be removed from the Consent Agenda and placed under New Business for further discussion.

Motion made by Lees, Seconded by Newberry, to approve the following Consent Agenda items:
Voting Yea: Newberry, Crowner, Johnson, Lees. Motion carried.

- A. Approve City Council Minutes from the regular City Council meeting on Aug. 3, 2022
- B. Approve Change Order #3 and Pay Request #5 from Fye Excavating related to the Luers Park Water Resource Restoration Project
- C. Approve payment of claims as listed on the Aug 17, 2022 Expense Report - \$399,646.84

COUNCIL & STAFF REPORTS

ADMINISTRATION:

City Administrator Mandsager informed Council that a Pre-construction meeting was held for the W. Mt. Pleasant Overlay Project - Phase II. Work should begin in October.

The family of Monica Mesler presented the Police and Fire Department with a donation from her memorial and a signed illustration of a Micky Mouse looking up to a Firefighter. The illustration was done by a Disney artist and one of three signed prints. Monica served on the City's Planning and Zoning Commission from 1978 - 2008. Monica passed away in July 20, 2022.

City Administrator Mandsager informed Council about a Community Visioning Grant that he would like to apply for. If awarded, the City would be able to utilize some planning resources that are not typically available to us. The purpose of the grant is to identify community needs related to transportation and develop a conceptual plan that graphically illustrates the vision of the community for an improved transportation system. Trees Forever would facilitate the process, and the committee would also be able to work with landscape architecture consultants and design interns from Iowa State University to provide design assistance. The Iowa DOT is also involved in providing review and technical assistance for concept planning. City Administrator Mandsager asked that anyone interested in serving on the steering committee reach out to him. The deadline to apply is at the end of August.

City Council member Newberry said she would be willing to serve on the committee.

PUBLIC WORKS:

Public Works Director Brissey reported that he has been looking at alternatives for replacing the mulch under the park play structures. They are still waiting on parts to come in to repair the Sewer Jet truck.

The pool will be closed during the week and reopening the next two weekends before closing for the season on August 29th.

POLICE DEPARTMENT:

Officers participated in the Governor's Highway Traffic Safety Grant. There were 11 arrests made, 120 warnings, 30 citations. Officers will be increasing patrol around the schools with classes starting next week.

CITY COUNCIL:

Johnson said he would like to discuss the issue of restricting parking on Division Street from Broadway to Division.

CITIZEN INQUIRIES

There were no citizen inquiries.

OLD BUSINESS

There was no Old Business to discuss.

NEW BUSINESS

1. Motion to reconsider the Resolution setting the stipend for Volunteer Firefighters

At the August 3rd City Council meeting a Resolution was passed establishing how the Fire Department stipend would be distributed in Fiscal Year 22-23. Included in the Resolution was a payment of \$100 for each firefighter that participated in the 4th of July Celebration. Council member Johnson explained to Council that he thought the \$100 payment for the 4th of July had been removed from the Resolution.

Mayor Teater expressed his concern about paying the Firefighters with city funds to participate in a fundraising activity for the Fire Fighters Association. While he appreciates their participation, he does not feel the expense falls under the fire protection services, which is what residents expect funds to be used for. In addition, the funding for this payment was not included in the budget for Fiscal Year 22-23. Mayor Teater also expressed his concern regarding what criteria had to be met to be eligible for the payment. He felt there needed to be a clear understanding of what criteria qualified participants for the payment.

Motion made by Johnson, Seconded by Crowner, to approve a motion to reconsider a Resolution setting the stipend for Volunteer Firefighters.

Newberry and Lees were not in favor of reconsidering the motion after it had been approved at the last meeting and firefighters were expecting it.

Voting Yea: Crowner, Johnson

Voting Nay: Newberry, Lees

Motion failed.

2. Review and Consider City Council Goals for 2022

City Administrator Mandsager presented a condensed list of City Council Goals and proposed management of goals for the Council to discuss and approve. Council established the following goals, which included Economic Development, Housing, Quality of Life, Communication, Marketing, and Engagement. Organizational goals and key projects or programs included creating a Capital Improvement Plan, updating the City's Comprehensive Plan, Cooperation with the School District, City of Burlington, and County (or other potential partners), Sewer Force Main Study, Agency & Broadway Sidewalks/Trails, creating a Stormwater Master Plan.

Motion made by Lees, Seconded by Newberry, to approve the City Council Goals for FY22-23 as presented.

Voting Yea: Newberry, Crowner, Johnson, Lees. Motion carried.

3. Consider a Resolution correcting the End of Year Transfer for the Fire Capital Fund for FY21-22

Finance Manager Moore asked Council to approve a Resolution authorizing a transfer of \$125,000 from the General Fund to the Capital Fire Equipment Fund. This transfer will correct a transfer that was made in error with the approval of Resolution 2022-31. The Resolution included a transfer of \$125,000 from Local Option Sales Tax to the General Fund rather than to the Capital Fire Equipment Fund. The proposed Resolution takes the \$125,000 from the General Fund and distributes it into the correct Capital Fire Equipment Fund.

Motion made by Crowner, Seconded by Lees, to approve a Resolution authorizing the transfer of \$125,000 from the General Fund to the Capital Fire Equipment Fund.

Voting Yea: Newberry, Crowner, Johnson, Lees. Motion carried.

4. Consider approving a quote for piping repairs on the Swimming Pool's Pump

Public Works Director Brissey presented quotes from Brockway (\$7,811) and Frank Millard and Company, Inc. (\$5,911) for piping repairs at the swimming pool. Repairs will be made at the end of the season.

Motion made by Crowner, Seconded by Newberry, to approve the quote from Frank Millard for \$5,911.

Voting Yea: Newberry, Crowner, Johnson, Lees. Motion carried.

5. Approve Pay Request #15 from Boomerang Corp. for work completed on the Mt Pleasant Water Tower Project - \$211,213.68

Johnson asked for clarification on Pay Request #15 regarding a change order. It was determined that there was no change order submitted with Pay Request #15.

Motion made by Crowner, Seconded by Newberry, to approve Pay Request #15 as presented by Boomerang Corp. in the amount of \$211,213.68 for work completed on the Mt. Pleasant Water Tower Project.

Voting Yea: Newberry, Crowner, Johnson, Lees. Motion carried.

CITIZEN INQUIRIES

There were no citizen inquiries.

FUTURE WORK SESSIONS OR AGENDA ITEMS

Council agreed to hold a Work Session on September 14, 2022, at 6:00 p.m. to discuss options for the Yard Waste Drop-off Site and Snow Emergency Plan.

Council will hold a Joint Work Session with the West Burlington School District on September 21, 2022, following the regular City Council meeting.

ADJOURN

Motion made by Lees, Seconded by Crowner, to adjourn at 7:25 p.m.

Voting Yea: Newberry, Crowner, Johnson, Lees. Motion carried.

Ron Teater, Mayor

Kelly D. Fry, City Clerk

CLAIMS LIST 08/17/2022		
3E ELECTRICAL ENGINEERING & EQUIP CO.	ELECTRICAL BOX/SUPPLIES	\$ 5,486.12
ACCESS SYSTEMS	CONTRACT 7/3-8/2/2022	\$ 135.25
ACCO UNLIMITED CORP.	CHEMICALS	\$ 2,007.70
ALLIANT ENERGY	UTILITIES	\$ 28,478.14
AMAZON CAPITAL SERVICES	TIME CARDS-POOL	\$ 63.96
AMERICINN OF WEST BURLINGTON	4TH OF JULY-HOTEL FOR BAND	\$ 187.67
ARAMARK	DOORMAT SERVICE	\$ 77.93
AUTOMATED MERCHANT SYSTEMS, INC.	CREDIT CARD PROCESSING FEE	\$ 830.48
AUTOZONE	RADIATOR REPAIR/FUEL LINE FOR GRANNY	\$ 55.95
BOOMERANG CORPORATION	WATER TOWER AND BOOSTER ST IMPR	\$ 211,213.68
BROCKWAY COMPANY INC.	22 2ND QUARTER MAINTENANCE/LEAK-CITY HALL	\$ 756.00
BURLINGTON MUNICIPAL WATERWORKS	JULY WATER SALES 13,677,000/JULY GE WATER	\$ 39,899.02
C-CAT, INC.	PEST CONTROL-FIRE DEPT	\$ 60.00
CENTRE STATE INTERNATIONAL INC	E3 MAINTENANCE & OIL	\$ 316.80
CENTURYLINK	0231 PHONE SERVICE/POOL PHONE	\$ 136.22
CESSFORD CONSTRUCTION CO	WASHED CHIPS	\$ 92.99
CPA ASSOCIATES PC	CONSULTING FEES	\$ 375.00
DAVE BESSINE ELECTRIC, INC.	TRANSFER SWITCH AT S LIFT STATION/LABOR/SERVICE CALLS	\$ 3,339.20
DELL MARKETING L.P.	ALIENWARE LAPTOP	\$ 1,717.81
DES MOINES CO. ATTORNEY	MONTHLY PROSECUTION FEE	\$ 333.33
DES MOINES CO. NEWS CORP.	PUBLICATIONS	\$ 326.70

DES MOINES CO. PUBLIC HEALTH	POOL INSPECTION	\$ 445.00
DES MOINES CO. REGIONAL LANDFILL	WASTE MANAGEMENT FEE/BRUSH	\$ 4,614.36
DES MOINES COUNTY CORR CENTER	FINGERPRINT MACHINE	\$ 556.80
DIAMOND VOGEL PAINT CENTER	GLASS BEADS/TIP EXTENSIONS	\$ 322.50
DUO SECURITY LLC	DUO ACCESS RENEWAL	\$ 2,880.00
EASTERN IOWA LIGHT & POWER	EMERALD DRIVE/BEAVERDALE SEC LIGHT	\$ 147.36
EBS -EMPLOYEE BENEFIT SYS INC	FLEX	\$ 455.40
EBS/ZELIS/PAY PLUS	PARTIAL SELF FUNDING	\$ 12,639.28
ELECTRONIC ENGINEERING CO INC	RADIO ANTENNA & PARTS	\$ 73.49
FARM KING OF BURLINGTON	WATERBALL SUPPLIES/WEED KILLER	\$ 608.45
FISHER ENTERPRISES	PORTABLE TOILET SERVICE FEES	\$ 510.00
FRY, KELLY	MPA CONFERENCE	\$ 340.75
GOLDEN WEST INDUSTRIAL SUPPLY	WORKLIGHT	\$ 274.63
GREAT WESTERN SUPPLY CO.	BRUSH HEADS & TOWELS	\$ 94.95
HUFFMAN'S FARM & HOME	CYCLE FUEL/SHIRTS	\$ 165.95
IDEAL READY MIX CO. INC.	CONCRETE	\$ 1,602.13
IMWCA	WC PREMIUM 25%	\$ 4,762.00
IOWA DEPT OF NATURAL RESOURCES	ANNUAL NPDES FEE	\$ 1,275.00
IOWA PRISON INDUSTRIES	SIGNS	\$ 23.00
KIESLER POLICE SUPPLY	GLOCK 17 GEN 5	\$ 1,002.00
LAVEINE SANITATION SERVICE INC	JULY GARBAGE HAULING	\$ 13,486.08
LISCO	PHONE AND INTERNET SERVICE	\$ 1,118.67
MENARDS	12V TESTER/TERMINALS/EQUIP E1/PAINT&SUPPLIES	\$ 640.60
MUNICIPAL SUPPLY INC.	CURB STOP/WIRE BOXES/WATER FITTINGS/CLAMPS	\$ 14,519.29
NAPA AUTO PARTS	CORE RETURN/REAR BRAKE CALIPER	\$ 69.37
NAVIGATE360, LLC	ALICE TRAINING-MCCAMPBELL/COVERT	\$ 1,498.00
O'REILLY AUTO PARTS, INC.	BATTERY TENDER	\$ 41.99
PALM SPRINGS BOTTLED WATER	DISPENSER RENTAL & WATER	\$ 85.10
POSTMASTER	JULY WATER BILLS	\$ 486.20
QC ANALYTICAL SERVICES LLC	WASTEWATER TESTS	\$ 1,784.00
REFRESHMENT SERVICES PEPSI	POOL CONCESSIONS	\$ 477.99
REIF OIL CO.	JULY FUEL	\$ 4,796.67
SCHIMBERG CO.	PLUG/COUPLING/CAP FOR WATER MAIN	\$ 1,057.74

SCHLUETER, CODY	MEAL PER DIEM-NARCOTICS CONF 8/8-8/19	\$ 560.00
SHI INTERNATIONAL	SPLUNK CLOUD 7/22-7/23	\$ 9,435.00
SHOTTENKIRK SUPERSTORE, INC	RESET COMPUTER/BRAKE PADS & ROTORS	\$ 298.83
SOUTHEAST IOWA REG MEDICAL CENTER	FD PHYSICAL	\$ 95.00
STANDARD OF BEAVERDALE	SHIRTS/4X4'S/CONCRETE	\$ 788.54
STATE HYGIENIC LABORATORY	WATER TESTING	\$ 730.50
THOMSON REUTERS - WEST CORP.	JUNE/JULY CHARGES	\$ 556.00
TREASURER STATE OF IOWA-SALES TAX	JULY SALES TAX/WATER EXCISE TAX	\$ 9,964.96
UNIFORM DEN INC.	UNDER BELT	\$ 56.99
UPS	SHIPPING	\$ 198.96
US CELLULAR	CELL SERVICE	\$ 234.75
USA BLUEBOOK	PIPE & CABLE LOCATOR	\$ 3,789.39
WALMART COMMUNITY	4TH SUPPLIES/POOL CONCESSIONS & SUPPLIES	\$ 507.63
WENDY PORTER	AUGUST JANITORIAL SERVICE-CH & PW	\$ 795.00
WEST BURLINGTON HYDRAULICS	PRESSURE WASHER WAND	\$ 24.88
WEX BANK	JULY FUEL	\$ 1,829.02
WILSON PAPER COMPANY	BOX TOWELS	\$ 56.91
WITMER PUBLIC SAFETY GROUP	OFFICERS TOOL FOR ENGINE 1/CHARGERS/EMS SUPPLIES	\$ 979.78

Fund	Payment Amount
001 - GENERAL	77081.64
052 - 4TH JULY CELEBRATION	5896.41
110 - ROAD USE TAX	6953.42
600 - WATER	265717.61
601 - BEAVERDALE ESCROW	26.33
602 - WESTWOOD ESCROW	26.33
603 - WOODSMAN ESCROW	26.34
610 - SEWER	30824.08
820 - RISK MANAGEMENT/SELF-IN	12639.28
821 - FLEX ACCOUNT	455.4
Grand Total:	\$399,646.84