

City of Preston

Regular City Council Meeting

January 10, 2022

Mayor Tyler Sieverding called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was recited by all.

ROLL CALL Present: J.T. Thomson, Richard Petersen, Matt Gerardy, Adam Reuter, Matt Petersen

OTHERS PRESENT: Marc Ruden-Origin Design, Landon Ruchotzke -Preston Fire Chief, Gas Superintendent, Public Works- David Michel (Jack), City Administrator-Teresa Weinschenk

APPROVAL OF AGENDA: A motion was made to approve the agenda as presented by R. Petersen, Seconded by M. Gerardy. Motion carried unanimously.

CITIZEN/PUBLIC COMMENTS: None.

CONSENT AGENDA: Motion was made by A. Reuter to approve the consent agenda as presented. M. Gerardy seconded. Ayes: M. Gerardy, A. Reuter, R. Petersen, M. Petersen. Abstain JT Thomson. Includes monthly financial reports, monthly utility reports, rebate JT Thomson \$50.

Payee	Description	Amount
PANTHER UNIFORMS INC	1 SHIRT,2 PANTS	\$202.95
WESTSIDE AUTO REPAIR	SPARK PLUGS/IGNITION COIL	\$688.84
PRESTON TELEPHONE COMPANY	DEC 2021 PHONE SERVICE	\$894.09
UNITED STATES CELLULAR	PD CELL BILL	\$202.71
IOWA MUN WORKERS COMP.	INSTALLMENT 7-WORK COMP 21-22	\$905.00
FIRE SERVICE TRAINING BUREAU	DOP - JEREMY SULLIVAN	\$50.00
UNITED STATES CELLULAR	FD CELL BILL	\$28.24
EMERGENCY SERVICES MARKETING CORP INC	IAMRESPONDING RENEWAL SUB.	\$300.00
HWY 64 DIESEL	3 BATTERIES-YELLOW DUMP TRUCK	\$685.05
JOHN DEERE FINANCIAL	BACKHOE REPAIRS	\$684.13
PRESTON MUNICIPAL UTIL.	DEC 2021 UTILITIES	\$12,187.99
BEHN STUMP GRINDING	STUMP GRINDING-5 STUMPS	\$275.00
JOHN L. FRANKS	POSTS FOR STREET SIGNS	\$113.28
PRESTON GROCERY	DAWN SOAP - SHED	\$19.99
MANATT'S INC.	3.28 TON PRE-MIX	\$377.20
OLY'S GARAGE	1 QT BRAKE FLUID	\$9.89
DRIVE LINE OF DUBUQUE INC	HEATER CORE	\$98.26
1ST AYD CORPORATION	15 BAGS GREEN EARTH ICE MELT	\$569.02
PRESTON READY MIX CORP.	16.96 YDS LIME-SNOW	\$240.45
WELLMARK BLUE CROSS & BLUE SHIELD	JAN. 2022 HEALTH INS.	\$8,317.34
IOWA LIBRARY ASSOCIATION	MEMBERSHIP RENEWAL	\$35.00
PRESTON MUNICIPAL UTIL.	NOV 2021 UTILITIES	\$292.59
PRESTON TELEPHONE COMPANY	NOV 2021 PHONE SERVICE	\$79.70
BAKER & TAYLOR BOOKS	BOOKS	\$327.15
TASTE OF HOME BOOKS	BOOK	\$37.72

THE PENWORTHY COMPANY	BOOKS	\$0.00
ACCESS SYSTEMS	COPIER CARTRIDGES	\$10.99
BREDEKAMP, CAROLINE	THREE (3) HOLIDAY SUPPLIES	\$181.15
DEMCO	TAPE, XACTO KNIFE, POSTERS, ETC	\$133.08
QUILL CORPORATION	TONERS	\$554.66
GRUHN ELECTRIC ENTERPRISES	MEMORIAL WALK LIGHTS	\$2,804.57
JACKSON COUNTY RECORDER	RECORD RELEASE - D. EDWARDS	\$7.00
ORIGIN DESIGN	SUB DIV-CONSTR OBSERVATION	\$5,342.00
PRESTON TIMES	12-13 MTG MIN	\$444.05
STOREY KENWORTHY/MATT PARROTT	1099 FORMS AND W2 ENVELOPES	\$67.58
VC3 INC.	ITnBox SUPPORT	\$583.23
MAQUOKETA SENTINEL-PRESS	GOOD LUCK RHAWKS FOOTBALL	\$25.00
LYNCH DALLAS PC	PROF SERVICE-PURCH AGR. HARVEST HTS	\$140.00
JACKSON COUNTY EMA	EMERGENCY MGT ASSESS.	\$2,783.00
MAQUOKETA STATE BANK	DEC 2021 MAINT FEE	\$42.37
QUADIENT FINANCE USA INC.	POSTAGE REFILL	\$2,000.00
ADVANTAGE ADMINISTRATORS	PSF - K. ANDERSEN	\$40.00
ADVANTAGE ADMINISTRATORS	PSF - K. ANDERSEN	\$40.00
ADVANTAGE ADMINISTRATORS	PSF - K. ANDERSEN	\$30.00
PETERSEN, KYLE	REFUND OF DEPOSIT	\$345.00
ZARUBA, CHASE	REFUND OF DEPOSIT	\$345.00
WPPI	EFFICIENT STREET LIGHTING	\$377.64
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TREASURER/SALES & USE TAX	WATER EXCISE TAX	\$1,356.00
CHEM RIGHT LABORATORIES INC.	WATER SAMPLE LAB FEE	\$17.00
HAWKINS INC	125 - AZONE	\$519.13
QC ANALYTICAL SERVICE LLC	WASTEWATER FEES - NOV 2021	\$463.00
CIVIC SYSTEMS	SEMI ANNUAL SUPPORT JAN-JUNE 2022	\$2,473.00
DELTA INDUSTRIES INC	BLOWER OIL/FILTERS	\$233.72
ELECTRIC PUMP	PUMP 3 REPAIRS	\$453.00
MUNICIPAL PIPE TOOL CO	LABOR INCLUDING CLEAN-3 LIFT STATIONS	\$10,211.77
OMNISITE	1 YEAR MAIN LIFT STATION	\$276.00
SWEENEY CONTROLS CO.	12 MO. INSIGT ALARM-BLOWER BLDG	\$300.00
ECIA	WW IMPROV - DEC 2021	\$2,050.56
IOWA FINANCE AUTHORITY	INTEREST PAYMENT - SRF	\$7,121.26
UNITYPOINT CLINIC-OCCUPATIONAL MEDICINE	RANDOM DRUG TEST - R. ERNST	\$84.00
ALLIANT ENERGY	REPLACE POLE HWY 64/SIMPSON	\$4,350.00
MAQUOKETA VALLEY ELECTRIC COOPERATIVE	SECURITY LIGHT	\$9.03
MELISSA BURKEN MOMMSEN	ELEC TERRITORY REVIEW	\$350.00
WPPI	DEC 2021 POWER PURCHASE	\$42,129.94
CULLIGAN OF CLINTON	LIGHT PLANT WATER CONDITIONING	\$34.64
FLETCHER-REINHARDT CO.	6 PEDISTALS-HARVEST HTS SUB DIV.	\$6,116.40
IOWA UTILITIES BOARD	FY2022 ASSESMENT-ELEC	\$915.00

MILLER PLUMBING	SERVICE AT ROY'S APTS	\$93.90
T & R ELECTRIC	LESS CREDIT	\$2,145.00
VAN WERT INC	3 ELECTRIC METERS	\$1,097.93
CITY OF PRESTON	WPPI COMM. CONTR-PEPPERMINT PARK	\$200.00
PRESTON AMBULANCE	WPPI COMM. CONTRIBUTION	\$750.00
IOWA ASSOC. OF MUN. UTIL.	DEC 2021 ENERGIZERS	\$178.50
CLAYTON ENERGY CORPORATION	DEC 2021 RESERVATION INV.	\$11,615.93
CLAYTON ENERGY CORPORATION	NOV. 2021 COMMODITY INV.	\$11,951.84
PEFA INC.	DEC 2021 PEFA COMM. INV.	\$15,047.82
MADISON NATIONAL LIFE INS CO INC	JAN 2022 LIFE INS.	\$268.39
TREASURER/SALES & USE TAX	SALES & OPTION TAX	\$3,979.00
WASTE AUTHORITY OF JACKSON COUNTY	JAN-MAR 2022 ASSESSMENT FEES	\$5,877.82
CLINTON COUNTY AREA SOLID WASTE AGENCY	RECYCLING-DEC 2021	\$236.28
ADVANTAGE ADMINISTRATORS	HRA ADMINISTRATION SERVICE	\$52.50
	TOTAL	\$177,253.91

APPROVED EXPENDITURES BY FUND :

GENERAL FUND	\$22,148.26
DEBT SERVICE FUND	\$755.28
ROAD USE TAX FUND	\$162.19
INSURANCE RESERVE	\$110.00
CUSTOMER DEPOSITS	\$690.00
WATER FUND	\$6,637.44
SEWER FUND	\$26,689.51
ELECTRIC FUND	\$65,783.32
GAS FUND	\$44,593.69
GARBAGE FUND	\$9,684.22

DEC. 2021 REVENUES:

GENERAL FUND	\$308,967.42
ROAD USE TAX FUND	\$527,987.62
EMPLOYEE BENEFIT TAX	\$29,216.09
EMERGENCY	\$10,334.99
TIF	\$107,321.65
CUSTOMER DEPOSITS	\$21,387.03
DEBT SERVICE FUND	\$93,745.97
WATER FUND	\$288,137.41
SEWER FUND	\$482,853.54
ELECTRIC FUND	\$267,494.02
GAS FUND	\$403,868.66
GARBAGE FUND	\$82,780.85

APPROVAL OF PAYMENT REQUEST NO. 7– BWC EXCAVATING IN THE AMOUNT OF \$8,745.14 AND CHANGE ORDER NO. 3: Marc Ruden informed council that this is for the flushing of hydrants and the

installation of mailbox pads. Ruden went on to explain that this is the final change order which shows that the original contract price was \$864,148.75. With the final contract cost being \$866,489.15. The contract only went over by \$2,340.40. For a project of this size that is really good! A motion was made by M. Gerardy to approve Payment Request No. 7 in the amount of \$8,746.14 and Change Order No. 3 for BWC Excavating. Seconded by JT Thomson. Motion carried unanimously.

MARVIN SUBDIVISION PROJECT ACCEPTANCE: Marc Ruden, Origin Design, presented a recommendation to Council that the City of Preston approve and accept the Marvin Subdivision 2021 project work. The retainage amount for the entire project is \$43,324.46. There is warranty work that needs to be done in the spring, potential reseeding and sidewalk repair, so \$21,739.00 will be withheld from the final retainage. BWC has until May 1, 2022 to complete the warranty work. Therefore, the retainage amount of \$21,595.46 will be held for 30 days after acceptance and paid at that time provided no claims from others are filed. Origin Design will prepare Payment No. 8 for the retainage due to the contractor at the appropriate time. Approval and acceptance start the one-year warranty period. M. Petersen commented that Council was lenient with BWC, he is glad to see that Ruden did this (held back retainage). Ruden stated that if approved and accepted, warranty starts tonight. Jack mentioned that in the spring the guys could flush the hydrants and open a manhole to see if things are working right. M Petersen made a motion to approve and accept the Marvin Subdivision 2021 project work, paying \$21,595.46 after 30 days and retaining \$21,739.00 for warranty work to be completed by May 1, 2022. JT Thomson seconded the motion. Motion carried unanimously.

FIRE CHIEF LANDON RUCHOTZKE: Ruchotzke presented the 2022 Preston Volunteer Fire Roster to the Mayor and Council. Fire Chief Ruchotzke stated that he would like to attend Council meetings on a quarterly basis to keep Mayor and Council updated. Mayor and Council appreciated hearing this. JT Thomson made a motion to approve the 2022 Preston Fire Department Roster. R. Petersen seconded the motion. Motion carried unanimously.

DISCUSS PURCHASING A 2006 FREIGHTLINER TRUCK: The truck was looked at by Jack and it was not what we want. There was discussion of looking for a truck without a snow plow and looking further south. Also prioritizing so we can be more proactive. T. Weinschenk will send Council an equipment list.

DEPARTMENT UPDATES: All departments are working on their budgets, and reviewing rates. A brief update of each utility was given. Electric: Working on budget and getting quotes. Had the oil added to the tap changer at the substation, which while it was being done Ray ran the generator for a half hour and had no problems. Also, Alliant might be here Friday to start setting some of the transformers in the new addition. Garbage/Recycling: Working on budget and reviewing rates. Plastics is putting on addition and will be having additional dumpsters they are looking to add 3 more which will make a total of 14. In the last year the amount of garbage has increased as a whole throughout town. We are looking to add an additional day of Garbage pickup to accommodate Plastics. It would be on Wednesday. Sewer: Electric Pump is going to be coming sometime to pull pump three at the main lift station. It was blowing control fuses and not pumping. Tim has turned that pump off. Electric Pump said they wouldn't be able to get here until after the first of the year to pull it and take it back to the shop and check it out. Insight is working on a plan for the dialer for the West lift station. Working on budgets for both Sewer and Water. Gas: Working on budget. Streets: Working on budget and getting quotes. Need to prioritize what the Street Committee has noted. The spreadsheet has been updated.

2022 COMMITTEES: Mayor Sieverding presented the Committee List to Council. There was discussion if there needed to be an equipment committee. This will be reviewed/possibly added at a later date if necessary.

RESOLUTION 2022-17 APPROVE THE USE OF AMERICAN RESCUE PLAN FUNDS FOR CITY COST SHARE FOR NEW RADIO EXPENSES: The Jackson County E911 Board addressed the Mayor and Council the fall of 2021 to request the City of Preston designate ARPA Funds to help pay for the new radio console. JT Thomson made a motion to approve Resolution 2022-17 to approve the use of American Rescue Plan Funds for Jackson County E911 Board for the City cost share for new radio expenses. A. Reuter seconded the motion. Motion carried unanimously.

UPDATE ON PRESTON POLICE DEPARTMENT: An update and schedule were provided to Mayor and Council.

RESOLUTION 2022-18: Weinschenk presented Council with a Resolution to increase part-time Police Officer rate of pay to \$22.00 per hour. Council discussed and decided that Preston would match Bellevue's pay of \$21.00 per hour. M. Gerardy made a motion to increase the part-time Police Officer hourly wage to \$21.00 per hour. M. Petersen seconded. Motion carried unanimously.

UPDATE ON TREE ORDINANCE: Weinschenk presented a revised ordinance to the Mayor and City Council. The reference to "City Forester" was removed and board members may be residents and non-residents of Preston. Council thought the Ordinance looked good.

PUBLIC HEARING: JT Thomson made a motion to set the public hearing for the first reading of Ordinance 2022-04 for January 24, 2022 at 6pm City Hall Council Chambers. M. Petersen seconded. Motion carried unanimously.

WPPI CONTRIBUTIONS TO PRESTON: Weinschenk informed Mayor and Council that our Electric Provider, WPPI, provides Preston funding to go towards Community Funds and Public Donations. These funds can be used for requested donations. City Council agreed that this would be a good use of these funds.

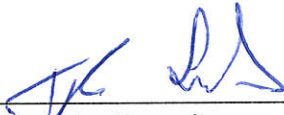
APPOINTMENT TO THE MAQUOKETA WATERSHED BOARD: Patti Hoffman has resigned from this board and Preston needs to appoint a representative. Patti did provide three names of people that she thought would be good candidates. Council requested that Weinschenk reach out and see if one of them would be interested in representing Preston on this board.

CATAYLST GRANT-TIMES BUILDING: The architect is working on the design and the project is moving forward.

COMMUNITY DEVELOPMENT BLOCK GRANT FOR TOWN HALL: Weinschenk is looking for approval to work with East Central Intergovernmental Association (ECIA) on applying for a Community Development Block Grant (CDBG) for Town Hall improvements. The Town Hall is an eligible project and all improvements need to be tied back to COVID. It has been three years since a survey has been done on Low to Moderate Income (LMI). The form went out in the utility billing and it is anonymous. It is very important that these are returned. We need 247 surveys returned and 51% of the surveys need to qualify as LMI.

POTENTIAL TAX REBATE AGREEMENT FOR PLASTICS: Jackson County Economic Alliance (JCEA) has been assisting Plastics Unlimited with securing grant funding for their business expansion. JCEA contacted Weinschenk in regards to the City potentially offering a Tax Rebate Agreement through Tax Increment Financing (TIF). Weinschenk has a meeting with John Danos, (Dorsey & Whitney) via conference call on Tuesday, January 11. Weinschenk will be bringing this item back to Council.

Mayor Sieverding requested a motion to adjourn. Motion made by JT Thomson. Seconded by A. Reuter. Motion carried unanimously. Meeting adjourned at 7:31 pm.



Mayor Tyler Sieverding

ATTEST:



Teresa Weinschenk, City Clerk/Administrator