

City of Preston

Regular City Council Meeting

November 13, 2023

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

The Pledge of Allegiance was recited by all.

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

OTHERS PRESENT: Sheryl Ganzer, City Administrator/Clerk, Tracey Lee, Deputy Clerk, Nancy Kieffer, Ray Ernst, Eric Tietjens, Police Chief, Chad Gruver, Fire Chief, Landon Ruchotzke.

APPROVAL OF AGENDA: A motion was made to approve the agenda as presented by JT Thomson, seconded by A. Reuter. Motion carried.

CITIZEN/PUBLIC COMMENTS: Fire Chief Landon Ruchotzke made request to Council to consider options to assist in increased cost of having a Carnival at the Fire Dept. Celebration. Council was in agreement that the City should be obligated in some way as it benefits the whole town. Fire Department Carnival funding will be added to the Nov. 27th agenda.

CONSENT AGENDA: Motion was made to approve the consent agenda including minutes of last meeting, financial reports, payment approval of paid and unpaid claims, utility reports and following rebates: Gas water heater \$25-Doris Strom, Refrigerator \$50 – Kevin Behn, Gas Furnace \$100 – Jason Thomson, Refrigerator \$50, Washer \$35, Dishwasher \$50 – Elaine Smithson, was made by A. Reuter, seconded by M. Gerardy. Motion carried.

Payee	Description	Amount
MARY'S ALTERATIONS AND REPAIR	PD PATCHES SEWN ON	35.00
PANTHER UNIFORMS INC	2SHIRT, 2 PANT, 8 PATCH, RAINCOAT	583.83
LEXIPOL LLC	LAW ENFORCEMENT POLICY MANUAL	1,503.90
BRAD DEERY MOTORS INC.	2018 DODGE CHARGE SOFTWARE UPDATE	223.70
AT&T MOBILITY	PD PHONES/HOT SPOTS	130.59
PRESTON TELEPHONE COMPANY	OCT 2023 PHONE SERVICE	1,008.02
A & P GRAPHICS & SIGNS	6 23.5x34 black core targets	54.00
GRUVER, CHAD	REIMB WEBCAM FOR OFFICE	42.79
TRI-TECH FORENSICS INC.	ASSULT KIT	100.40
MAINSTAY SYSTEMS OF IOWA LLC	WIFI AP VIDEO CABLE VIDEO ADAPTER	296.00
SHIELD TECHNOLOGY CORPORATION	SHIELDWARE MOBILE/SOFTWARE	615.00
ADVANTAGE ADMINISTRATORS	HRA ADMINISTRATION SERVICE	36.75
SCHMIDT, GARY	FIRE SCHOOL & MILEAGE	296.41
RIVER VALLEY ENERGY	837.4 GAS UNLEADED @ 3.107/GAL	2,601.81
O'REILLY AUTOMOTIVE INC.	709 STARTER	230.95
RORAH DIESEL WORKS LLC	FD TANKER INJECTOR DRIVE	3,783.77
SULLIVAN MOBILE REPAIR	709 STARTER INSTALLATION	434.98
KIRBY WATER CONDITIONING	6 50# SOLAR SALT	78.00
USCELLULAR	FIRE CELL PHONE	28.98
AMAZON CAPITAL SERVICES	LASER INKJET LABELS LABEL TAPE REPLACE	33.65
CARDMEMBER SERVICE	FIRE BOOTS	803.13
DUBUQUE FIRE EQUIPMENT INC	FIRE DEPT ANNUAL INSPEC EXT	79.20
PRESTON FIRE DEPARTMENT	FOLDING STEP FOR TRUCK	62.06
HWY 64 DIESEL	STREET SWEEPER AIR FILTER FLANGE	1,042.68
PRESTON MUNICIPAL UTIL.	NOVEMBER 2023 UTILITIES	8,625.93
JOHN DEERE FINANCIAL	GARDEN RAKE/SHED	488.79
WELLMARK BLUE CROSS & BLUE SHIELD	NOV 2023 HEALTH INS	11,383.09
IOWA MUN WORKERS COMP.	INSTALL 5 23-24	886.00
PRESTON MUNICIPAL UTIL.	SEPT 2023 UTILITIES	246.40
PRESTON TELEPHONE COMPANY	SEPT 2023 PHONE SERVICE	82.05
BAKER & TAYLOR BOOKS	10 BOOKS	245.57

CAROLINE BREDEKAMP	PERIODICAL SUBSCRIPTION REIMB	39.98
EAST WEST BOOKS	BOOKS	53.98
FOURTH WALL FILMS	MOVIES	150.00
MID AMERICA BOOKS	BOOKS	123.80
THE PENWORTHY COMPANY	BOOKS	153.32
WILLOW LANE EDUCATION	BOOKS	75.97
QUILL CORPORATION	WHITE BOARD ERASERS	16.14
TASTE OF HOME BOOKS	BOOK	41.02
OLY'S GARAGE	PARK BATHROOM ANTI FREEZE	15.50
CRESCENT ELECTRIC SUPPLY	1PK OF 2 GLOBES FOR MEMORIAL WALK	521.95
IOWA PRISON INDUSTRIES	SIGNS FOR FIT CORE	561.55
FRANZEN, JESSICA	MILEAGE ERHA MEETING NOV2023	59.08
LEE, TRACEY	MILEAGE ECIA FALL MEETING	62.23
PRESTON TIMES	SEPT CLAIMS	600.59
ANDERSEN, KATHY	CLEANING 11.75 HRS CITY HALL	176.25
LYNCH DALLAS PC ATTORNEYS AT LAW	REAL ESTATE CLOSING LOT 5 MCNEIL	625.00
CARDMEMBER SERVICE	AMAZON BUSINESS PRIME	179.00
MILES LUMBER AND HARDWARE	TOWN HALL DOOR INSTALATION	114.39
ERNST, RAY	2 DOOR SWEEPS TOWN HALL	40.51
MAQUOKETA STATE BANK	OCT 2023 MAINT FEE	56.60
BRADEN LENSING	UTILITY DEPOSIT REFUND	148.23
NICK JOHNSON	DEPOSIT REFUND	345.00
TYSON SULLIVAN	DEPOSIT REFUND	345.00
IOWA RURAL WATER ASSOC.	2024 IRWA MEMBERSHIP DUES	305.00
TREASURER/SALES & USE TAX	WATER EXCISE TAX	1,286.30
CHEM RIGHT LABORATORIES INC.	WATER SAMPLE LAB FEE	19.00
1ST AYD CORPORATION	8 LED LIGHT BULBS PAPER TOWELS	115.86
HAWKINS INC	1 AZONE	444.07
CARDMEMBER SERVICE	IAMU WATER DIST TRAINING REIMB	410.74
QC ANALYTICAL SERVICE LLC	WATERWASTE LAB FEES OCT 2023	585.00
MOREHEAD, TIMOTHY	CLOTHING ALLOWANCE BOOTS	139.99
VC3 INC.	ITnBox SUPPORT	851.13
VC3 INC.	SECURITY FIREWALL	2,313.43
CARDMEMBER SERVICE	WPPI CONFRENCE HOTEL	406.34
JACKSON CO. REGIONAL HEALTH CENTER	DRUG SCREE - RAY	44.00
RICK'S BODY SHOP	DOOR LATCH ELECTRIC TRUCK	149.00
MAQUOKETA VALLEY ELECTRIC COOPERATIVE	SECURITY LIGHT	18.61
WPPI	OCT 2023 POWER PURCHASE	32,933.48
SIEVERDING, RICK	ELECTRIC WATER HEATER REBATE	375.00
CENTRAL STATES IND.SUPPLY	CIRCULATING PUMP GENERATOR	2,100.00
CULLIGAN OF CLINTON	50LB SOLAR SALT, RENTAL	137.23
FAIRBANKS MORSE LLC	ELEMENTS/GASKETS FOR OP GEN.	5,061.43
POWER PLANT COMPLIANCE	PERFORMANCE TEST	8,787.00
CITY OF PRESTON	LT. PLANT LIGHTING REBATE	87.00
PRESTON LOCKER	POWER WEEK COOKOUT	127.28
SMITHSON, ELAINE	DISHWASHER REBATE	135.00
CARDMEMBER SERVICE	TRAVEL EXP D.DRISCOLL GAS BOOTCAMP	520.16
IOWA ASSOC. OF MUN. UTIL.	GAS OQ TRAINING TRACEY LEE	140.00
UNITY POINT HEALTH	DRUG TEST T. MOREHEAD	84.00
IOWA UTILITIES BOARD	FY2023 GAS ASSESSMENT	728.00

CLAYTON ENERGY CORPORATION	SEPT 2023 COMMODITY INV.	2,335.65
CLAYTON ENERGY CORPORATION	OCT 2023 RESERVATION INV.	3,205.82
PEFA INC.	OCT 2023 PEFA COMM INV.	4,754.16
MERTENS, JOHN	GAS WATER HEATER REBATE	25.00
STROM, DORIS	GAS WATER HEATER REBATE	25.00
THOMSON, JASON	GAS FURNACE REBATE	100.00
SENSIT TECHNOLOGIES	CALB 2.5M/AIR (2)	255.16
UTILITY SAFETY & DESIGN IN	PARADIGM MAILING FALL 2023	585.00
MADISON NATIONAL LIFE INS CO INC	NOV 2023 LIFE INS.	221.99
IOWA WORKFORCE DEVELOPMENT	3RD QTR UNEMPL 2023	60.15
TREASURER/SALES & USE TAX	SALES & OPTION TAX	2,989.79
WASTE AUTHORITY OF JACKSON COUNTY	OCT 2023 TIPPING FEES	3,132.25
CLINTON COUNTY AREA SOLID WASTE AGENCY	OCT 2023 RECYCLING	282.60
QUILL CORPORATION	COPY PAPER ADD TAPE	46.02
		116,891.16
	APPROVED EXPENDITURES BY FUND:	
	GENERAL FUND	26,016.07
	DEBT SERVICE FUND	0.00
	ROAD USE TAX FUND	0.00
	INSURANCE RESERVE	0.00
	CUSTOMER DEPOSITS	838.23
	WATER FUND	4,185.86
	SEWER FUND	5,834.65
	ELECTRIC FUND	60,129.41
	GAS FUND	15,447.43
	GARBAGE FUND	4,439.51
	OCTOBER 2023 REVENUES	
	GENERAL FUND	248,763.55
	ROAD USE TAX FUND	584,917.11
	EMPLOYEE BENEFIT TAX	91,321.91
	EMERGENCY	27,314.32
	TIF	5,304.97
	CUSTOMER DEPOSITS	27,370.63
	DEBT SERVICE FUND	-33,989.37
	WATER FUND	571,577.54
	SEWER FUND	485,284.25
	STORM WATER FUND	34,571.09
	ELECTRIC FUND	600,528.66
	GAS FUND	609,020.22
	GARBAGE FUND	114,672.88

BUILDING IMPROVEMENT: Travis Kieffer was called and joined the meeting via speaker phone to inform the Council on his plans for an upper story improvement project to the Post Office/Ice Cream Shop Property. Kieffer is looking with the help of JCEA to submit application for the Catalyst Grant and is asking for consideration from the City for funding through the City's Downtown Incentive program for the re-construction of 2 luxury apartments. Kieffer explained that it has been 25 years they were lived in and feels like today's market shows a need for apartments. Kieffer will have application submitted to City Hall for Committee review and recommendation at the next meeting.

PROJECT UPDATES: Nancy Kieffer updated council on Main Street Square Grant funding received: Dubuque Racing Grant, \$15,000 and Jackson County foundation Grant, \$3000 and other grants have been applied for. The donation of the large rock from Wendling Quarries, and the crane

used for placement from Lawson Rigging. She asked for approval to order the Vendor booth and tables and asked for the approval from council to allow the acceptance of donations from businesses, individuals in memory of a loved one to help fund the rest of the project. Council approved. Nancy received a quote from Preston Telephone Co. for an outdoor sound system to allow music to be played during the Holiday Festival and other events. Preston Telephone would supply the streaming service all year long at no cost to the City as a community service. Council agreed to approve the estimated cost of \$3589 that will be funded by the Main Street Square Project.

WELLMARK RENEWAL: Discussion was held at the last meeting and a decision was agreed upon to approve the Wellmark renewal of the current plan which included a plan increase of 11.82% with no changes to current employee contribution. No further discussion was made. A motion to approve renewal as is, was made by M. Petersen, seconded by JT Thomson. Motion carried.

RESOLUTION 2023-13: Approval adoption the Annual Street Finance Report. The SFR provides an accounting of the roads/street program of the City during the last fiscal year. It includes all revenues and expenses from the Road Use Tax and other funds for street related project. The report was submitted to the IDOT by Ganzer. Motion to approve Resolution 2023-13 was made by J. Thomson, seconded by M. Gerardy. Motion carried.

ANNUAL FINANCE REPORT: The AFR was completed by the City's Auditing firm of O'Connor Brooks. The annual report is required to be published and submitted to the Department of Management by Dec. 1 for the prior Fiscal Year. A copy of the report was presented to Council. No action needed.

POLICE SQUAD CAR: Police Chief, Chad Gruver presented a quote for a new 2023 Dodge Durango from Galena Chrysler. They will have 3 on the lot this week. With the lead time for getting a car through the State being Spring of 2024 at the earliest, he felt these would not be available long, and would like to proceed quickly. With the trade in value for the 2018 Charger of \$10,000 the purchase price would be \$32,679. For the upfitting of the new vehicle, Gruver will re-use most of the equipment from the Charger and has contacted Buss Boyz from Lena IL for a quote to do the up-fitting which an estimated cost would be between \$10,000-\$12,000. Galena Dodge will accept holding of the title for the Charger as trade in until the up-fitting can be done. R. Petersen questioned if other up-fitting companies were contacted. Gruver explained that Buss-Boyz has worked with Galena Chrysler in the past and would work best going with them, as it is nearby, and they would pick up the Charger when completed. Funding was discussed and Ganzer reviewed the current Police budget and added that the estimated unspent funds in the current budget for wages, insurance, academy expenses along with set aside funds for the squad car payment would cover the purchase of the vehicle. A motion to approve the purchase of the 23 Durango from Galena Chrysler and up-fitting with Buss Boys was made by M. Petersen, seconded by J. Thomson. Motion carried.

CLOSED SESSION: Mayor Sieverding asked for consideration to go into Closed Session in accordance with Chapter 21.5(1) i of the State Code of Iowa, which reads as follows: "To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session." A motion to enter into closed session was made by J. Thomson, seconded by M. Petersen. ROLL CALL: Ayes: JT, MP, AR, MG, RP. Nays: none. Council went into Closed Session at 7:25 pm.

A motion to reconvene into open session was made by M. Petersen, seconded by J. Thomson ROLL CALL: AYES: MG, AR, RP, MP, JT. Nays: none. Open session reconvened at 8:20 pm.

RESOLUTION 2023-12: Appointment and setting salary for Lead Operator. The passing of resolution 2023-12 was tabled until next meeting revising the salary amount. Sieverding asked for motion for appointment of Lead Operator. M. Gerardy made motion to move Eric Tietjens to lead operator, seconded by R. Petersen. ROLL CALL: Ayes: JT, RP, MG. Nays: MP, AR. Motion carried.

OTHER BUSINESS: Police Chad Gruver went over contract though the Jackson County Humane Society. It needed updated, which an updated copy was presented will be signed and sent back to them. Gruver also informed council that Adam and himself will be taking the Emergency Medical Responder Course, training beginning on the 28th, in hopes to partner with the Ambulance Service and help them out. Part time officers has been put on hold for now. Gruver also talked about adding more security cameras outdoors. He got pricing of 3 additional cameras and the adjusting of some existing ones.

Gator Graphics cement project was discussed since the scope of work changed omitting some of the concrete that will no longer be replaced as originally planned due to the way the Main Street Square area needed to be done for proper flow. Bormann's project was awarded Downtown Incentive Grant funding for the concrete replacement, and with the elimination of an area not needing done, may or may not have affected the scope and over-all funding guidelines. Council felt this should be re-visited at the next meeting for review.

ADJOURNMENT: With no other business to be brought to Council, Sieverding asked for a motion to adjourn. Motion to adjourn was made by M. Gerardy, seconded by J. Thomson. Motion carried. Meeting adjourned at 8:32pm.


Tyler Sieverding, Mayor

ATTEST:


Sheryl Ganzer, Deputy City Clerk