

**BRITT CITY COUNCIL MINUTES** 11.14.2023

**REGULAR CITY COUNCIL MEETING MINUTES**  
**BRITT MUNICIPAL ROOM ON TUESDAY, NOVEMBER 14TH, 2023, 7:00 P.M.**

**1) OPENING BUSINESS**  
 a. Call meeting to order.  
**Minutes:** Mayor Arndorfer Called the meeting to order.  
 b. Roll call.  
**Minutes:** Present were Stacy Swenson, Curt Gast, Karrie Wallen, Ashley Weiss, and Abby Post  
 c. Pledge of Allegiance  
 d. Conflict of Interest (state if applicable)  
 e. Approval of Agenda  
**Minutes:** It was motioned by Wallen and seconded by Swenson to approve the agenda. Motion carried unanimously.

**2) CONSENT AGENDA**  
 All items listed under the Consent Agenda will be enacted by one motion with a roll call vote. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any non-controversial subjects.  
**a. Approve Minutes of the 10/03/2023 and 10/27/2023 Council Meeting Minutes**  
**b. Claim list in the amount of \$171,255.09**  
**c. Approve Class C Alcohol Retail License for Britt Country Club**  
**Minutes:** It was motioned by Gast and seconded by Weiss to approve the Consent Agenda. Roll call vote was held which was as follows. Ayes: Swenson, Gast, Wallen, Weiss, and Post.  
**3) PUBLIC HEARING- Rezoning of Property Located at A tract of land in Lot One (1) and the North half (N ½) of Lots Two (2) and Four (4), Block Three (3), Brown and Treganza's Addition from R-1 to R-3**  
**Minutes:** The hearing opened at 7:02pm. Jennifer Breister with Crown Point gave a brief overview of the plan for the property if rezoned and sold to them. Dale Hartman was concerned that he wouldn't have a chance to bid on the property. Mayor Arndorfer informed there would be a chance to

bid on the property at another public hearing. Other concerns mentioned by the public were parking, snow removal, traffic, and low-income housing. Breister reassured they would not be low-income housing and if needed snow would be hauled away from the property. The Hearing closed at 7:31pm.

**4) DEPARTMENT HEAD REPORTS**  
 a. Library Report – Linda Friedow  
 b. Public Works – Vance Hagen  
 i. Curb and Gutter Update  
**Minutes:** Hagen got ahold of the contractor, and it appears that he will not be able to get to our main street curb and gutter until early spring.  
 j. Sidewalks in Town  
**Minutes:** 3rd St SE and 3 rd Ave SE sidewalk paving in. Hagen would like to target 3 to 4 sidewalks every year for replacement and implement ADA ramps on them. Council directed Hagen to come up with a list of sidewalks that need attention.  
 k. Tree Bids  
**Minutes:** Quotes submitted were: Barkema Tree Service \$15,000, Jim's Tree Service \$19,250, Braun Tree Service \$21,600, Arbor Xperts \$22,000, and Malek's Tree Service \$23,750. It was motioned by Wallen and seconded by Swenson to approve the quote of \$22,000 by Arbor Xperts. Motion carried unanimously.  
 c. Police Report – Tyler Harmon  
 d. Fire Department – Jon Swenson  
 e. Zoning - Mike Boomgarden  
**5) CLERK'S REPORT**  
 a. Approve Pay Application 17 to Henkel Construction for \$453,746.61  
**Minutes:** It was motioned by Gast and seconded by Swenson to approve pay app #17 for \$453,746.61. Councilperson Weiss abstained from the vote due to her father working on the HVAC system for the new water treatment plant. Motion carried unanimously.  
 b. Approve City TIF indebtedness Certificate  
**Minutes:** The City wants to capture the most in TIF Revenues and certify the \$585,000 from our 2017 Bond Series. It was motioned by

Weiss and seconded by Wallen to approve the TIF indebtedness certificate. Motion carried unanimously.  
 c. Approve FY 2022-2023 Urban Renewal Report  
**Minutes:** We have \$800,000 in principal payments left in obligations from our Urban Renewals Bonds. It was motioned by Gast and seconded by Post to approve the Urban Renewal Report. Motion carried unanimously.  
 d. Resolution 25-2023- Police Officer living Requirement in Employee Handbook  
**Minutes:** Resolution 25-2023 extends the living requirement for police officers to 30 miles outside of city limits. The Resolution was offered by Gast and seconded by Post. A roll call vote was held which was as follows. Ayes: Swenson, Gast, Wallen, Weiss, and Post  
 e. Resolution 26-2023- 2024 Comprehensive Plan Update  
**Minutes:** Resolution 26-2023 was offered by Swenson and seconded by Gast. A roll call vote was held which was as follows: Ayes: Swenson, Gast, Wallen, Weiss, and Post  
 f. Update on Trash and Recycling Rates  
**Minutes:** Ibarra reached out to Bill Rowland with the Landfill of North Iowa, and we are looking at a 5 yr. payment agreement with North Iowa since there would be no interest incurred. The buy in price is just over \$60,000. Bill is presenting our letter of interest to the board, and they will discuss what those payments would look like.  
**6) MAYOR'S REPORT**  
 a. WTP Update  
**Minutes:** Some of the work completed last month was plumbing, manhole installation, poured concrete, installed filter tanks, and many other installations. If anyone is interested in seeing the complete list, there are copies at City Hall. If you would like a tour of the new plant, please reach out to Vance Hagen.  
 b. Golf Course  
 i. Grass Masters Invoice  
**Minutes:** It was motioned by Gast and second by Weiss to approve the Grass Master Invoice of

\$1,450 for the irrigation blowout so the lines would not freeze. Motion carried unanimously.  
 c. 106 3rd St SE Purchase of Tax Sale Certificate  
**Minutes:** It was motioned by Swenson and second by Gast to approve the purchase of the tax sale certificate to not exceed \$2,000. Motion carried unanimously  
 d. Resolution 27-2023 Ordinance 516 Amending the Official Zoning Map  
**Minutes:** Resolution 27-2023 Ordinance 516 Amending the Official Zoning Map was offered by Weiss and second by Swenson. A roll call vote was held which was as follows: Ayes: Swenson, Gast, Wallen, Weiss, Nays: Post. The Resolution passed. A second and third reading will be done at a different time.  
**7) PUBLIC COMMENT**  
**Minutes:** Layne Moser informed the council the old redemption center appears to be leaning to the side. Council directed Ibarra to reach out to the owner and inform him of the situation.  
**8) ADJOURN**  
**Minutes:** It was motioned by Gast and seconded by Swenson to adjourn the meeting. Motion carried unanimously.

*Elizabeth Ibarra, City Clerk  
 Ryan Arndorfer, Mayor*

**CLAIMS REPORT**  
**VENDOR, REFERENCE... AMOUNT**  
 ABSOLUTE WASTE REMOVAL, TRASH/REC .....15,474.36  
 ACCO UNLIMITED CORP. POOL PUMP INSPECTION .....802.90  
 AGSOURCE, TESTING SERVICES .....1,637.50  
 ALLIANT ENERGY, ELECTRIC .....8,360.80  
 ALLIED ENS LLC, DESKTOP MONITORING .....698.23  
 AMAZON CAPITAL SERVICES, SUPPLIES/PLANTER- LIBRARY .....499.42  
 ARAMARK, CITY HALL MAINT .....248.04  
 AXON ENTERPRISE INC, TASER AGREEMENT .....3,780.27  
 BADGER METER, ANNUAL SERVICE FEE .....1,567.34

BASE, REIMBURSEMENT .....181.18  
 BOLTON & MENK, 2ND ST SW IMPROVEMENTS .....13,508.50  
 BRETT NELSON, MILLER LAWN REPAIR .....600.00  
 BRITT FOOD CENTER, MISC EXPENSES .....97.30  
 BROAD REACH BOOKS, LIBRARY JNF BOOKS .....141.70  
 C J COOPER, ANNUAL ADMIN FEE .....265.00  
 CALENDARWIZ, LLC, PD SCHEDULE SOFTWARE .....99.00  
 CARD SERVICES, MISC ALL DEPT EXP .....5,284.03  
 CHOSEN VALLEY TESTING, WTP TESTING .....1,207.50  
 COLOFF DIGITAL, WEBSITE SUPPORT .....169.00  
 COMM 1, PHONE INTERNET .....596.25  
 CORY MILLER, DAMAGES FROM TREE REMOVAL REIM. ....468.66  
 DAKOTA SUPPLY GROUP, WATER EQUIP .....699.29  
 DELTA DENTAL OF IOWA, DNTL/ VISN-PRETX .....721.74  
 DES MOINES REGISTER, LIBRARY- 1 YR SUBS .....341.03  
 EDUCATIONAL DEVELOPMENT CORP, LIBRARY- BOOKS .....348.56  
 EFTPS, FED/FICA TAX .....11,468.07  
 ELIZABETH IBARRA, MILEAGE TO ANKENY & DES MOINES .....445.27  
 FELD FIRE, PUMP FIRE TRUCK .....1,478.00  
 GIFTS SEW SWEET, HILARY CLOTHING .....344.70  
 GREAT AMERICA FINANCIAL SVCS, COPIER LEASE .....219.70  
 GWORKS, ANNUAL LICENSE FEE & SUPPORT .....7,190.00  
 HANCOCK COUNTY SHERIFF, GARNISHMENT 2 .....1,247.79  
 HAWKINS INC., WATER CHEMICALS .....1,081.71  
 IMWCA, WORK COMP INSTAL 4 .....1,169.00  
 INGRAM LIBRARY SERVICES, LIBRARY BOOKS .....924.08  
 INTOXIMETERS, METERS .....235.75  
 IOWA DEPT. OF REVENUE, WATER EXCISE TAX .....4,386.50  
 IOWA ONE CALL, IOWA ONE CALL .....39.60  
 IOWA STATE UNIVERSITY, MAY-

LAND ONLINE CLERK CLASS .....217.00  
 IOWA WORKFORCE DEV, UNEMPLOYMENT Q3 2023 .....1,193.16  
 IPERS, IPERS .....16,267.48  
 LODIN-OTTO LAWN SPRAYING, FALL SPRAYING .....3,795.00  
 MARCY MAYLAND, IMFOA DES MOINES MILEAGE .....157.86  
 MCNEESE TIRE, TIRES FOR FIRE TRUCK .....1,624.26  
 MICRO MARKETING, LIBRARY-AUDIO .....114.29  
 MID-AMERICA PUBLISHING, AFR 2023 .....646.50  
 MIDWEST TAPE, LIBRARY-DVDS .....44.98  
 MOSQUITO CONTROL OF IOWA, MOSQUITO SPRAYING .....6,095.00  
 NEW COOPERATIVE, DIESEL FUEL CHARGES .....2,678.49  
 NEXT GENERATION TECH INC, PD SOFTWARE .....590.00  
 Payroll Paid .....36,135.66  
 SANDRY FIRE SUPPLY, FIRE MISC .....92.45  
 STATE HYGIENIC LABORATORY, WATER LABS .....459.00  
 STATE TREASURER, STATE TAXES .....1,702.10  
 SWENSON'S HARDWARE, MISC EXPENSES FOR ALL DEPT .....585.59  
 TRULSON AUTO, ROAD VEHICLE SUPPLIES .....35.98  
 U S POSTMASTER, SEPTEMBER 2023 UB POSTAGE .....432.04  
 UNITED HEALTH CARE, HEALTH INSURANCE .....9,634.24  
 VERIZON, PD PHONES .....404.25  
 VISUAL EDGE IT, LIBRARY COPIER LEASE .....321.99  
 Accounts Payable Total .....171,255.09  
 GENERAL .....75,894.19  
 LIBRARY FUND .....11,845.98  
 FIRE DEPARTMENT .....4,759.83  
 ROAD USE .....14,661.58  
 EMPLOYEE BENEFITS .....2,182.16  
 CAPITAL PROJ-WTP PROJECT .....7,162.50  
 WATER .....26,087.78  
 SEWER .....21,107.57  
 STORM WATER .....7,553.50  
 TOTAL FUNDS .....171,255.09

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**HANCOCK COUNTY BOS MINUTES** 11.6.2023

**November 6, 2023**  
**Garner, Iowa**  
 The Hancock County, Iowa, Board of Supervisors met in adjourned session on the above captioned date pursuant to adjournment with Supervisors Florence (Sis) Greiman, Gary Rayhons and Jerry J. Tlach present. Absent: none.  
 The minutes of October 30, 2023 meeting were read and approved.  
 On motion by Supervisor Rayhons, seconded by Supervisor Tlach, and carried unanimously, the Board gave approval to the following: Amend the previously adopted minutes of October 23, 2023 to correct the name of lessor on farm lease of 52.34 acre farm located in section 26 Liberty Township. On motion by Supervisor Tlach, seconded by Supervisor Rayhons and carried unanimously, the Board gave approval to the following: Signed and approved the following lease agreements for Secondary Road ground: 37.7 acre farm located in the Southwest Quarter (SW ¼) and Southeast Quarter (SE ¼) of the Northeast (NE ¼) of section 27, Orthel Township with Devin Fish, 52.34 acre farm located in the Southeast Quarter (SE ¼) of section 26, Liberty Township with

Grant and Brenda Anderson, 24.64 acre pasture farm located in the Southeast Quarter (SE ¼) of section 26, Liberty Township with Grant and Brenda Anderson, 8.24 acres of hayground located in the SE corner of the Southeast Quarter (SE ¼) of section 26, Liberty Township with Grant and Brenda Anderson, 52.48 acre farm located in the East half (E ½) of the Northeast Quarter (NE ¼) of section 11, Crystal Township with S & S Farm Partnership, and 5.8 acre farm located in the Southeast Quarter (SE ¼) of section 14, Garfield Township with Josh Crawford. The motion as corrected is as follows: On motion by Supervisor Tlach, seconded by Supervisor Rayhons, and carried unanimously, the Board gave approval to the following: Signed and approved the following lease agreements for Secondary Road ground: 37.7 acre farm located in the Southwest Quarter (SW ¼) and Southeast Quarter (SE ¼) of the Northeast (NE ¼) of section 27, Orthel Township with Devin Fish, 52.34 acre farm located in the Southeast Quarter (SE ¼) of section 26, Liberty Township with Devin Fish, 24.64 acre pasture farm located in the Southeast Quarter

(SE ¼) of section 26, Liberty Township with Grant and Brenda Anderson, 8.24 acres of hayground located in the SE corner of the Southeast Quarter (SE ¼) of section 26, Liberty Township with Grant and Brenda Anderson, 52.48 acre farm located in the East half (E ½) of the Northeast Quarter (NE ¼) of section 11, Crystal Township with S & S Farm Partnership, and 5.8 acre farm located in the Southeast Quarter (SE ¼) of section 14, Garfield Township with Josh Crawford.  
 Be It Remembered on this 6th day of November, 2023, the Board of Supervisors met for the purpose of amending the current operating budget adopted the 27th day of March, 2023. There was present a quorum as provided by law. Thereupon the County Supervisors found that the notice of date, time and place of hearing had, according to law, been published and the amendment was taken up and considered. Those present: Supervisors Tlach, Greiman, and Rayhons, Auditor Michelle K. Eisenman and County Engineer-Jeremy Purvis, present from the public: Angela Nelson-KIOW, Bob Kern, Ben Hassebroek-Leader, present via GoToMeeting: Rob

Hillesland-Summit-Tribune, AJ Taylor-KIOW, and Kevin Kassel. There were no written or oral comments or objections to the amendment received. On motion by Supervisor Rayhons, seconded by Supervisor Tlach and carried unanimously to close the public hearing. Thereupon the Board of Supervisors considered the amendment to the 2023-2024 budget for final approval.  
 On motion by Supervisor Tlach, seconded by Supervisor Rayhons and carried unanimously, the Board gave approval to the following Resolution:  
**Resolution No. 2023-036 Approval of Fiscal Year 2023-2024 Budget Amendment # 2**  
 WHEREAS, the Hancock County Board of Supervisors has considered the proposed Fiscal Year 2023-2024 county budget amendment, and  
 WHEREAS, a public hearing concerning the proposed county budget amendment #2 was held on November 6, 2023,  
 NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Hancock County that the county budget amendment #2 for Fiscal Year 2023-2024, as set forth

in the budget summary, is hereby adopted and the Hancock County Auditor is directed to file said budget and to establish accounting records in accordance with the below listed schedule.  
 Expenditures:  
 Public Safety and Legal Services from 2,856,786 to 2,857,144  
 Government Services to Residents from 751,899 to 752,399  
 Administration from 1,793,048 to 1,818,048  
 Capital Projects from 3,009,804 to 3,030,144  
 Total Expenditures increased from 19,970,023 to 20,016,221  
 BE IT FURTHER RESOLVED that the Chairperson and the County Auditor be and are hereby authorized to sign the approved Fiscal Year 2023-2024 county budget amendment #2.  
 On motion by Supervisor Rayhons, seconded by Supervisor Tlach and carried unanimously, the Board gave approval to the following: Approved pay estimate no. 9 for the HVAC System Upgrade project with Mechanical Air Systems Co. in the amount of \$341,195.36. Payroll change for Dalton Bates, Secondary Road Department, completion

of probationary period, effective November 8, 2023 to \$25.00 per hour.  
 On motion by Supervisor Tlach, seconded by Supervisor Rayhons and carried unanimously, the Board gave approval to the following: Approved the change order for the HVAC system upgrade project for LED lighting in the Law Enforcement Center and lower level of the Courthouse in the amount of \$39,702.  
 On motion by Supervisor Rayhons, seconded by Supervisor Tlach, and carried, the Board authorized the County Auditor to issue checks for the claims on file this date, November 6, 2023. A full listing of all claims paid in November 2023 will be published in the November 20, 2023 minutes.  
 No further business to come before the Board, motion made to adjourn at 10:20 a.m. by Supervisor Rayhons and carried. All Supervisors present voting. "Aye," session to adjourn and will meet again on November 13, 2023.  
**MITCHELL:**  
*Michelle K. Eisenman, Auditor  
 Florence Sis Greiman, Chair*  
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**GARNER ANNUAL FISCAL YEAR REPORT**

STATE OF IOWA		16204100-400000	
2023		CITY OF GARNER	
FINANCIAL REPORT		135 W 5th Street	
FISCAL YEAR ENDED		GARNER IA 50438-1499	
JUNE 30, 2023 CITY OF GARNER, IOWA		POPULATION: 3065	
DUE: December 1, 2023			
<b>NOTE - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.</b>			
ALL FUNDS			
	Governmental (a)	Proprietary (b)	Total Actual (c) Budget (d)
<b>Revenues and Other Financing Sources</b>			
Taxes Levied on Property	1,755,615		1,755,615 1,773,374
Less: Uncollected Property Taxes-Levy Year	0		0 0
<b>Net Current Property Taxes</b>	1,755,615		1,755,615 1,773,374
Delinquent Property Taxes	0		0 0
TIF Revenues	447,962		447,962 474,342
Other City Taxes	563,793	0	563,793 496,369
Licenses and Permits	8,285	0	8,285 7,120
Use of Money and Property	276,687	66,303	342,990 239,194
Intergovernmental	799,852	0	799,852 1,119,141
Charges for Fees and Service	550,979	1,009,662	1,560,641 1,597,622
Special Assessments	11,507	0	11,507 16,200
Miscellaneous	398,975	17,469	416,444 478,923
Other Financing Sources, Including Transfers in	1,507,019	139,380	1,646,399 1,338,451
<b>Total Revenues and Other Sources</b>	6,320,674	1,232,814	7,553,488 7,540,736
<b>Expenditures and Other Financing Uses</b>			
Public Safety	875,410		875,410 982,210
Public Works	654,841		654,841 761,511
Health and Social Services	6,000		6,000 6,000
Culture and Recreation	1,048,190		1,048,190 1,084,188
Community and Economic Development	305,304		305,304 876,306
General Government	327,047		327,047 351,201
Debt Service	902,701		902,701 890,982
Capital Projects	2,761,459		2,761,459 3,455,043
<b>Total Governmental Activities Expenditures</b>	6,880,952	0	6,880,952 8,407,441
Business type activities		896,737	896,737 1,092,629
<b>Total All Expenditures</b>	6,880,952	896,737	7,777,689 9,500,070
Other Financing Uses, Including Transfers Out	1,523,899	90,000	1,613,899 1,246,451
<b>Total All Expenditures/and Other Financing Uses</b>	8,404,851	986,737	9,391,588 10,746,521
<b>Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses</b>	-2,084,177	246,077	-1,838,100 -3,205,785
Beginning Fund Balance July 1, 2022	7,323,839	1,489,143	8,812,982 7,989,766
Ending Fund Balance June 30, 2023	5,239,662	1,735,220	6,974,882 4,783,981
<b>NOTE - These balances do not include the following, which were not budgeted and are not available for city operations:</b>			
Non-budgeted Internal Service Funds		Pension Trust Funds	
Private Purpose Trust Funds		Agency Funds	
Indebtedness at June 30, 2023		Indebtedness at June 30, 2023	
Amount		Amount	
General Obligation Debt	5,301,571	Other Long-Term Debt	106,745
Revenue Debt	760,000	Short-Term Debt	0
TIF Revenue Debt	0		
		General Obligation Debt Limit	12,395,838

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**GARNER-HAYFIELD-VENTURA BOS MINUTES**

10.30.2023

**Garner-Hayfield-Ventura**  
**October 30, 2023**  
**6:30 P.M.**  
**HS Media Center**  
 Board Members Present: Pam Roberts, Jay Larkin, & Kim Upmeyer  
 Board Members Absent: Dan Goll & Jack Toppin  
 1. President Larkin called the meeting to order at 6:27 P.M.  
 2. Pam Roberts approved the agenda as presented & Kim Upmeyer seconded the motion. Ayes:3 Nays:0. Carried  
 3. Consent Agenda:  
 a. Minutes: October 9, 2023  
 b. Resignations: Nicole Winters (Special Education Paraprofessional) & Josh Banse (Assistant Boys Basketball).  
 c. Staff Contracts/Letter Assignment:  
 i. Aimee Daub- Special Education Paraprofessional  
 ii. Rebecca Lillebo- JH Cheer Coach  
 iii. Payton Skjeie- JH Cheer Coach  
 iv. Jonathan Jones- Assistant Boys Basketball Coach  
 v. Stacie Englin- Mentor Contract  
 vi. Chris Shepard- JH Wrestling Coach  
 vii. Dominic Armitage- Assistant Girls Basketball Coach  
 viii. Nate Benzing- Fall Musical  
 d. Contracts: NIACC: Contract for educational Program- Concurrent Enrollment.  
 e. Kim Upmeyer motioned to approve the consent agenda as presented & Pam Roberts seconded the motion. Ayes:3 Nays:0. Carried.  
 4. Dialogue/Action Items

a. Bills & Financial Reports  
 b. Pam Roberts motioned to approve bills & financial statements as presented & Kim Upmeyer seconded the motion.  
 5. Limited English Proficient (LEP) Excess Cost  
 a. GHV Board of Education approved the request to the SBRC for a modified supplemental amount of \$7,458.99 for LEP program for the prior year.  
 b. Kim Upmeyer motioned to approve LEP excess cost & Pam Roberts seconded the motion. Ayes: 3 Nays:0. Carried.  
 6. Resolution Directing the Repayment of Bonds on Ventura School  
 a. Resolution to authorize the partial redemption of outstanding School Infrastructure Sales, Services and Use Tax Revenue Refunding Bonds, Series 2021, dated July 14, 2021 (Series 2021 bonds).  
 b. GHV board of education authorized the Partial Redemption of Outstanding Bonds.  
 c. Pam Roberts motioned to approve the resolution as presented & Kim Upmeyer seconded the motion. Ayes: 3 Nays:0. Carried.  
 7. Work Session  
 a. GHV Board School Board held a work session to discuss the future planning for the district. No board action will be taken during this Work Session.  
 8. Confirm Date and Time of Next Meeting  
 a. Regular Board Meeting- November 20, 2023 @ 6:30 P.M.  
 9. Adjournment  
 a. Pam Roberts motioned to adjourn the meeting at 8:19 P.M. & Kim Upmeyer seconded the motion. Ayes: 3 Nays:0. Carried.

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