

BRITT CITY COUNCIL MINUTES 10.9.24

SPECIAL CITY COUNCIL MEETING MINUTES IN BRITT COUNCIL CHAMBERS, 170 MAIN AVE S BRITT, IA WEDNESDAY, OCTOBER 9, 2024, 6:00 P.M.

- 1) OPENING BUSINESS
a. Call meeting to order.
Minutes: Meeting was called to order by J. Nelson.
b. Roll call.
c. Pledge of Allegiance
d. Conflict of Interest (state if applicable)
e. Approval of Agenda
Minutes: Motion to approve was made by T. Hildman and seconded by A. Weiss. All Ayes. Motion carried.
2) Consider going in to closed session pursuant to Iowa Code 21.5 (1)(c) to discuss a matter of litigation

with counsel
Minutes: Motion was made by C. Gast and seconded by A. Nelson to go into closed session pursuant to Iowa Code 21.5 (1) (c). All Ayes. Motion carried.
Roll Call at 1802. Present at closed session were J. Nelson, C. Gast, T. Hildman, A. Nelson, and J. Moore. City Attorney E. Hill and (via phone) Ben Roach and Jaki Samuelson were also present.
Motion by T. Hildman was made to come out of closed session and was seconded by A. Nelson. All Ayes! Motion carried at 1840.
3) Adjourn
Minutes: Motion to adjourn was made by J. Moore and seconded by C. Gast at 1841.
Jim Nelson, Mayor

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BRITT CITY COUNCIL MINUTES 10.17.24

SPECIAL CITY COUNCIL MEETING MINUTES IN BRITT COUNCIL CHAMBERS, 170 MAIN AVE S BRITT, IA THURSDAY, OCTOBER 17, 2024, 6:00 P.M.

- 1) OPENING BUSINESS
a. Call meeting to order.
Minutes: The meeting was called to order by Mayor Jim Nelson.
b. Roll call.
Minutes: Present were Ashley Weiss, Todd Hildman, Angela Nelson, and Jeffrey Moore
c. Pledge of Allegiance
d. Conflict of Interest (state if applicable)
e. Approval of Agenda
Minutes: It was motioned by T. HILDMAN and seconded by J. MOORE to approve the agenda as set. 4-0, ALL AYES!
2) Interview, Hiring, and approving a wage for City Administrator
Jim Nelson opened interview with Jessica Subject (Applicant submitted and application for both positions). After the interview, Jessica left the meeting.
Minutes: It was motioned by J. Moore and seconded by T. Hildman

to approve hiring Joe McEnulty as the City Administrator at \$82,500/yr. Motion carried unanimously
3) Approval for the sale of two lots (3 and 4) in Sunset Ridge
Minutes: It was motioned by A. Weiss and seconded by T. Hildman to approve. Motion carried unanimously.
4) Approval for the payment of the Golf Course bills, excluding BFC and Alliant, including the 10/31/2024 future payroll taxes totaling \$11,113.38.
Minutes: It was motioned by J. Moore and seconded by A. Nelson to approve. Motion carried unanimously.
FYI: J. Nelson spoke to council about the upcoming November meeting date change may be needed because of the election on Tuesday the 5th of November.
5) Adjourn
Minutes: It was motioned by T. Hildman and seconded by J. Moore to adjourn. Motion carried unanimously.
Joe McEnulty, City Administrator
Jim Nelson, Mayor

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SPECIAL CITY COUNCIL MEETING MINUTES IN BRITT COUNCIL CHAMBERS, 170 MAIN AVE S BRITT, IA WEDNESDAY, OCTOBER 23RD, 2024, 6:00 P.M.

- 1) OPENING BUSINESS
a. Call meeting to order.
Minutes: The meeting was called to order by Mayor Jim Nelson.
b. Roll call.
Minutes: Present were Ashley Weiss, Todd Hildman, Angela Nelson, and Jeffrey Moore
c. Pledge of Allegiance
d. Conflict of Interest (state if applicable)
e. Approval of Agenda
Minutes: It was motioned by T. HILDMAN and seconded by A. WEISS to approve the agenda as set. 4-0, ALL AYES!
2) Vote to change the Monthly City Council meeting to November 7th from November 5th because of the national election occupying the City Hall and having a Special meeting on the 5th if necessary.
Minutes: It was motioned by J. Moore and seconded by A. Nelson to approve the date change. Motion carried unanimously.
3) Approval for the resignation of Curt Gast from the city council and remove from the signature card at the bank.
All wished Curt best wishes for a job well done.
Minutes: It was motioned by T. Hildman and seconded by J. Moore to approve. Motion carried unanimously.

4) Approval for the new Pro Tempore Mayor Ashley Weiss.
Minutes: It was motioned by T. Hildman and seconded by A. Nelson to approve. Motion carried unanimously.
5) Declaration to approve Joe McEnulty (Britt City Administrator) to be authorized to sign checks for the city.
Minutes: It was motioned by A. Nelson and seconded by A. Weiss to approve. Motion carried unanimously.
6) Declaration to approve advertising through the Britt Mason City Globe Gazette for the Fall and Winter events.
Give to the Chamber of commerce. Item tabled.
7) Discussion of the Housing Covenant's Agreement, Free Lot Program, (#8 stipulation) that "Any garage on the property shall be for no less than one or more than three automobiles". This is for covenant restrictions through the development. Item tabled.
8) Interview three candidates that are available, for the Britt Deputy Clerk position.
9) Adjourn
Minutes: It was motioned by J. Moore and seconded by A. Nelson to adjourn. Motion carried unanimously.
Joe McEnulty, Britt City Administrator
Jim Nelson, Mayor

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BRITT CITY COUNCIL MINUTES 10.1.24

REGULAR CITY COUNCIL MEETING MINUTES IN BRITT MUNICIPAL ROOM 170 MAIN AVE S BRITT, IA 50423 ON TUESDAY, OCTOBER 1ST, 2024, 7:00 P.M.

- 1) OPENING BUSINESS
a. Call meeting to order.
Minutes: The meeting was called to order by Mayor Jim Nelson.
b. Roll call.
Minutes: Present were Curt Gast, Ashley Weiss, Todd Hildman, Angela Nelson, and Jeffrey Moore. c. Pledge of Allegiance
d. Conflict of Interest (state if applicable)
e. Approval of Agenda
Minutes: It was motioned by Hildman and seconded A. Nelson to approve the agenda as set. 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 09.03.24, 09.09.24, and 09.17.24 Council Meetings
b. Claim list in the amount of \$206,060.68
Minutes: It was motioned by Weiss and seconded by Hildman to approve the consent agenda. A roll call vote was held which was as follows: Ayes: Gast, Weiss, Hildman, A. Nelson, and Moore.
3) PUBLIC HEARING
a. Public Hearing on The Authorization of a Loan Agreement and The Issuance of Notes to Evidence The Obligation of The City Thereunder (Sewer Line Project)
Minutes: It was motioned by Weiss and seconded by Nelson to open the public hearing at 7:01pm. A roll call vote was held which was as follows:

Ayes: Gast, Weiss, Hildman, A. Nelson, and Moore. Discussion was had on how the bond will be paid. Vance Hagen, Public Works Director, explained the project. It was motioned by Weiss and seconded by Gast to close the Public Hearing at 7:11pm. A roll call vote was held which was as follows: Ayes: Gast, Weiss, Hildman, A. Nelson, and Moore.
4) DEPARTMENT HEAD REPORTS
a. Library Report – Linda Friedow
b. Public Works – Vance Hagen
i. Extend Deadline for Street Sweeper Bidding
Minutes: It as motioned by Gast and seconded by A. Nelson to extend the deadline to October 30th, 2024, at 3pm.
c. Police Report – Tyler Harmon
i. Resolution Updating The Employee Handbook Police On-Call Policy
Minutes: the Resolution was offered by Weiss and seconded by Gast. A roll call vote was held which was as follows: Ayes: Gast, Weiss, Hildman, A. Nelson, and Moore. The on-call policy was revised to require a response time of no more than thirty minutes.
d. Fire Department – Jon Swenson
e. Zoning - Mike Boomgarden
f. Golf Course
i. Golf Course Invoices
Minutes: It was motioned by Gast and seconded by Weiss to send invoices back to the Golf Course Board. Motion carried unanimously.
5) Mayor's Reports
a. Approve Pay App #26 and #27 to Henkel Construction for \$11,875.00 and \$92,680.02
Minutes: It was motioned by Weiss and seconded by Hildman to approve pay app #26 and #27 for \$11,785 and \$92,680.02. Motion carried unanimously.
b. 2nd Reading of Ordinance 6-5-8 (Water Rates)
i. Void 3rd Reading of Ordinance 6-5-9

Minutes: Tabled for the next regular session meeting.
c. 2nd Reading of Ordinance 6-5-9 (Refuse Collection Rates)
i. Void 3rd Reading of Ordinance 6-5-9
Minutes: Tabled for the next regular session meeting.
d. 2nd reading of Ordinance 6-5-10 (Sewer Rates)
i. Void 3rd reading of Ordinance 6-5-10
Minutes: Tabled for the next regular session meeting.
e. Resolution Instituting Proceedings to take additional action (\$375,000 GO Loan Note Sewer Project). Minutes: The Resolution was offered by Gast and seconded by Weiss. A roll call vote was held which was as follows: Ayes: Gast, Weiss, Hildman. Nays: A. Nelson and Moore.
f. Copier Lease
Minutes: It was motioned by Weiss and seconded by Nelson to approve the copier lease agreement for \$208.32 per month with Visual Edge. Motion carried unanimously.
g. Deputy Clerk Resignation/Payout and Advertise Position
Minutes: It was motioned by Hildman and seconded by Weiss to approve resignation of Marcy Mayland. Motion carried with Gast opposed. It was motioned by Gast and seconded by A. Nelson to advertise the position through October 31st, 2024. Motion carried unanimously.
h. Halloween Trick or Treat
Minutes: It was motioned by Weiss and seconded by Hildman to set the Halloween Trick or Treat date for Thursday, October 31st from 5pm-7pm. Motion carried unanimously.
i. Resolution to Censure
Minutes: The Resolution was offered by Gast and seconded by Weiss. A roll call vote was held which was as follows: Ayes: Gast, Weiss, Hildman. Nays: A. Nelson and Moore.
j. Mayoral Appointments

Minutes: It was motioned by Gast and seconded by Weiss to remove Jeffrey Moore from the Tree Committee and appoint Todd Hildman to the Tree Committee. Motion carried unanimously.
6) PUBLIC COMMENT
Minutes: Mayor Nelson spoke about having two meetings per month. Jon Swenson spoke about 2nd Street two sided parking. Mike Ostercamp had comments about two meetings per month. Linda Friedow spoke about students. Ashley Weiss announced the Waffle Brunch at Fire Lutheran Church. Angela Nelson had a complaint about the Coca-Cola truck on non-truck routes. Pay Byers asked about fence around the old church. Noland Stewart wants to know who the new contact person will be for his event on October 26th at City Park.
7) ADJOURN
Minutes: It was motioned by Weiss and seconded by Hildman to adjourn the meeting. Motion carried unanimously.
Ashley Weiss, Council Person
Jim Nelson, Mayor
CLAIMS REPORT
VENDOR, REFERENCE...AMOUNT
ABSOLUTE WASTE REMOVAL, TRASH/RECYCLING SERVICES .. \$ 19,462.54
AGSOURCE, TESTING SERVICES.....\$ 1,020.25
ALLIANT ENERGY, ELECTRIC \$ 10,317.07
ALLIED ENS LLC, DESKTOP MONITORING SERVICES.....\$ 715.79
BADGER METER, MONTHLY SERVICES\$ 67.20
BASE, MEDICAL REIMB...\$ 777.70
BOLTON & MENK, WTF CONST ADMIN/OBSERVATION...\$ 9,356.00
BRITT FOOD CENTER, WATER/SHOP/SUM REC/POOL...\$ 243.29
BRITT GOLF COURSE, GC PR-SALES AND PR TAX...\$ 12,423.23
BRITT-WODEN INS AGENCY, GOLF COURSE M-INS(GC RESP)

.....\$ 454.51
C J COOPER, RANDOM DRUG SCREEN.....\$ 50.00
CARD SERVICES, MISC ALL DEPT SUPPLIES\$ 4,285.87
CARLSON DRAINAGE, JET SEWER/CAMERA LIONS PARK\$ 350.00
CENTRAL LOCK AND KEY INC., KEY FOB X20.....\$ 200.00
COLOFF DIGITAL, WEBSITE SUPPORT\$ 169.00
COMM 1, PHONE/INTERNET\$ 884.02
DELTA DENTAL OF IOWA, DNTL/ VSN-PRETX.....\$ 828.40
EFTPS, FED/FICA TAX...\$ 15,422.16
GRASS MASTERS, SEEDING GREENS\$ 10,450.00
GREAT AMERICA FINANCIAL SVCS, COPIER LEASE ...\$ 192.54
HACH, WATER CHEMICALS.....\$ 105.90
HANCOCK CO ENVIRONMENTAL HEALTH, POOL INSPECTION/WATERSLIDE\$ 418.00
HANCOCK CO HEALTH SYSTEM, RANDOM DRUG TEST JOHNSON\$ 25.00
HANCOCK CO TREASURER, 2024 PROPERTY TAXES\$ 4,545.00
HAWKINS INC., WATER CHEMICALS\$ 50.00
HIGH TIDE, ANNUAL COMMUNICATIONS RENEWAL\$ 280.00
HUNTINGTON, police computer lease AND FEE.....\$ 7,822.20
IA ASSOC MUNICIPAL UTILITIES, WATER MEMBER DUES 24-25.....\$ 847.00
IMWCA, WORK COMP INSTALL 3 24-25\$ 1,069.00
IOWA DEPT. OF REVENUE, SALES TAX\$ 4,078.89
IOWA LAW ENFORCEMENT ACAD, HARMON BEHAVIOR HEALTH TRAIN.....\$ 20.00
IPERS, IPERS.....\$ 22,021.34
JORDAN WILLIAMS, K9 FOOD.....\$ 39.99
KIOW, BRITT CAMPAIGN...\$ 118.00
LODIN-OTTO LAWN SPRAYING,

FALL PARK SPRAYING 2024\$ 3,795.00
MACQUEEN EQUIPMENT, FIRE DEPT FLOW TEST.....\$ 1,285.40
MILLER & SONS GOLF CARTS, CART RENTAL\$ 1,937.00
NEW COOPERATIVE, FUEL CHARGES.....\$ 2,730.01
NEXT GENERATION TECH INC, SOFTWARE SERVICE.....\$ 84.00
PAYROLL, Sep-24\$ 44,970.59
PRITCHARD AUTO, POLICE TRUCK MAINT\$ 158.04
PSI, ADDRESS SERVICE REQ ENVELOPES.....\$ 842.97
TREASURER, STATE OF IOWA SALES TAX
SRF-IA FINANCE AUTHORITY, SRF-INTEREST\$ 1,903.99
STATE TREASURER, STATE TAXES.....\$ 1,903.99
STREICHER'S, NEW OFFICER CLOTHING\$ 1,319.00
SWENSON'S HARDWARE, ALL DEPT MISC SUPPLIES ...\$ 800.89
T & K ROOFING AND SHEET METAL, FIRE DEPT ROOF REPAIR.....\$ 1,721.44
TRULSON AUTO, 2014 FORD TRUCK OIL CHANGE\$ 227.90
U S POSTMASTER, MAILING FOR WATER LINES.....\$ 467.11
UNITED HEALTH CARE, HEALTH INSURANCE\$ 14,444.27
VESTIS, CITY HALL.....\$ 263.18
TOTAL ACCOUNTS PAYABLE
\$ 206,060.68
GENERAL\$ 93,958.92
LIBRARY FUND\$ 9,260.26
FIRE DEPARTMENT\$ 2,562.71
GOLF\$ 25,802.74
ROAD USE.....\$ 11,658.85
EMPLOYEE BENEFITS...\$ 1,069.00
LOCAL OPTION TAX\$ 4,545.00
DEBT SERVICE\$ 9,221.00
CAPITAL PROJ-WTP PROJECT ...
.....\$ 9,221.00
WATER PLANT PROJECT.....
WATER\$ 25,767.95
SEWER\$ 22,198.95
STORM WATER.....\$ 15.30
TOTAL FUNDS.....\$ 206,060.68

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