

**Casey City Council  
Casey Library  
February 1, 2016  
Regular Meeting**

The regular meeting of the Casey City Council was held Monday February 1, 2016 at 7:00 p.m. Present were Mayor Barry Chalfant, Council members Marilyn Harden, Travis Peterson, Bret Wedemeyer and Nick Lindberg. Also present was City Clerk, Michelle King and Public Works Director Ben Stouffer.

Mayor Chalfant called the meeting into order.

A Motion to approve the agenda as posted and presented by Lindberg and second by Harden. All ayes. Carried.

At 7:05 pm Council member Robb Sneller arrived.

A motion to approve the consent agenda, which included the minutes from the January 4, 2016 regular meeting, January 14<sup>th</sup> and January 19<sup>th</sup> special meetings, and the bill listing was made by Harden and seconded by Peterson. All ayes. Carried.

List of bills presented are as follows:

**BILLS NEEDING APPROVAL FOR FEBRUARU 1, 2016 COUNCIL MEETING**

<b>VENDOR</b>	<b>FOR</b>	<b>AMOUNT</b>
ADAIR AUTO PARTS	VECH MAINT	\$ 210.38
ADAIR CO FREE PRESS	PUBLICATIONS	\$ 28.00
ADAIR CO LANDFILL	LANDFILL	\$ 1,491.00
ADAIR NEWS	PUBLICATIONS	\$ 520.05
AGLAND FS	VECH MAINT	\$ 537.00
AGRIDRAIN	EQUIPMENT	\$ 50.10
AGSOURCE	TESTING	\$ 1,272.70
ALLIANT ENERGY	UTILITIES - ELECTRIC	\$ 3,955.20
CASEY TELEPHONE	UTILITIES - TELEPHONE	\$ 87.31
CLIFF CARR	GROUND MAINT/EQUIPMENT	\$ 330.00
CORNER STONE LANDSCAPING	GROUND MAINT	\$ 2,925.00
DEARBORN	INSURANCE	\$ 69.40
FICA	FICA	\$ 1,824.40

GUTHRIE CO REC	UTILITIES - ELECTRIC	\$ 388.05
HACH	CHEMICAL	\$ 163.66
HD SUPPLY WATERWORS	GROUND MAINT/EQUIPMENT	\$ 493.15
HORIZON	VECH MAINT	\$ 441.62
IOWA ONE CALL	LOCATES	\$ 9.90
IPERS	IPERS	\$ 1,376.11
MARTIN MARIETTA	GROUND MAIN	\$ 364.23
MAYNES LAW OFFICE	LEGAL FEES	\$ 637.50
MICHELLE KING	REIMBURSEMENT	\$ 84.35
MIDWEST OFFICE TECHNOLGY	OFFICE SUPPLIES	\$ 192.46
PAYROLL	PAYROLL	\$ 7,216.77
PETTY CASH	POSTAGE	\$ 244.13
RICK HAYS	SEWER TESTING	\$ 400.00
SCHILDBERG	GORUND MAINT	\$ 609.78
STUART APPLIANCE	BUILDING MAINT	\$ 194.18
TREASURER	WITHHOLDING	\$ 364.00
USA BLUE BOOK	EQUIPMENT	\$ 129.39
VISA-ROLLING HILLS	GROUND MAINT	\$ 68.91
VISA-UMB	MISC	\$ 587.57
WALLACE AUTO	VECH MAINT	\$ 58.01
WELLMARK	INSURANCE	\$ 2,750.20

**TOTAL** \$ 30,074.51

Stouffer provided and update for public works. Installed a new hydrant at the sewer plant. The Trees at the park across the street from the Visitor Center and in the right of way on Russell have been removed by Cornerstone Landscaping. Waiting on bid for new telemetry and well controls for possible future upgrades at the water plant. Continue to work on locating and repairing water leaks. Pump at the sewer plant is getting repaired.

Stouffer continues to look for a public work truck. DOT has new inventory in so should have some trade-ins coming in over the next few weeks, that can be possible options for a new truck.

Rick Hays was present and provided reads for the flows at the sewer plant for December. Flows continue to be over the acceptable daily and 30 day average, suggested by the DNR for the plant. Hays will continue to work with Stouffer to find solutions to the issue.

King provided a clerks report on paper. King provide and explained the revenue and expense spread sheets for the time period of July 2014 to current. This gives the council a longer period to look at and compare since there are new members to the council that do not have the monthly reports prior to January.

King reminded the council that NIMS training needs to be completed by the new members and certificates are to be turned into the clerk's office to keep on file.

Mayor Chalfant reported he has been attending meetings for both Adair and Guthrie Counties, Emergency management, Guthrie County conference board and Adair County conference board.

Corrine Palmer with Rolling Hills Bank in Casey, presented a loan proposal for the Street project loan that is currently held at Exchange State Bank in Adair that is due for a balloon payment in April.

The Current loan at Exchange State bank has a balance of approximately \$68,000.00 with and interest rate of 4%. Exchange State bank as agreed to extend the loan and keep the current interest rate and continue the payments to be \$10,000.00 twice a year, for the next for years. Proceeding with the extension of this loan the April payment of \$10,000.00 would need to be paid before the extension can be completed.

Palmer provided a quoted from Rolling Hills Bank. The offer is for the current balance of the existing loan of approximately \$68,000.00 with and interest rate of 3.5 percent, with payments due in the amount of \$10,000.00 due twice a year in April and November.

After additional discussion, a motion by Harden and second by Wedemeyer to make the budgeted payment in the amount of \$10,000.00 to Exchange State Bank and to refinance the balance of the loan and transfer it to Rolling Hills Bank. All ayes. Carried.

Palmer stated the bank will need a resolution stating the terms and who is authorized to sign on behalf of the City, before the loan can be processed. Item will be placed on the agenda for the February 9<sup>th</sup> special meeting.

Peterson provide the council with the difference between a pre-engineered building and SIPS Building. Additional discussion was held on the various types of buildings and designs for the Community and City offices building. Harden will contact Sinclair Architects and get additional information, before the council makes a decision to sign the Design service contract with Sinclair Architects. It is

the councils desire to try and get a bigger building and stay under or close to the amount of insurance coverage from the August 2014 fire.

Discussion was held on the three nuisance properties that have previously been given 30 day extensions, 105 E 3<sup>rd</sup>, 1103 Wallace and 311 E Grant Street, King continues to work the City Attorney to send out a letter asking for an update and time line to complete the clean-up of the properties.

A motion by Lindberg and Second by Peterson to declare 104 E Grant a nuisance, King is to send a letter asking to have the dwellings removed or make livable within 90 days of the letter. All ayes. Carried.

King advised council at the January regular meeting what would need to be done to transfer City property over to two different land owners. Janet Cose is asking to have the, alley between her two properties, on Russell, to be deeded over to her. And Judy Jepsen and Dave Kuster are requesting that the piece of property that used to have the old water tower on it be deeded over to them, which would square off their property on Wallace. King advised that when transferring City property, Iowa Code 364.7 says that a City cannot give/gift property, except to other Government entities. The City would need to sell the property. First the alley would need to be vacated and the City would need to follow the process to do so. Then the property could be sold and transferred. A motion by Harden and second by Wedemeyer to not sell or transfer any property at this time. All ayes. Carried.

Resolution 2016-02 RE fund transfers for fiscal year ending June 30, 2015 was presented. A motion by Wedemeyer and second by Lindberg to approve Resolution 2016-02 for transfers totaling \$141,783.02. All ayes. Carried.

Work continues on updating the Emergency shelter locations. King has spoken to Robert Kompf, with Guthrie and Adair County Emergency Management and received additional information on where the current shelters are, they are several years old. King will continue to contact each location and confirm if they are still willing to be an emergency shelter, so that he documents can be updated.

Employee time clocks were discussed. Programs for time clocks are running higher than it would be to just purchase two punch card time clocks. With the City only having two or three employees, it is not cost effective to purchase software. Item is tabled until the March meeting while it is researched to possibly get used punch time clocks, before new ones are purchased.

A budget workshop was held. King provided the council budget worksheets and reviewed them with the council. A work session is scheduled for February 9<sup>th</sup>. Mayor Chalfant will reach out to the Guthrie County sheriff's office for additional information regarding budget funding request.

At 9:52 p.m. a motion by Peterson and second by Lindberg to adjourn. All ayes. Carried.

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Barry Chalfant-Mayor

ATTEST:

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Michelle King- City Clerk

## JANUARY 2016 BALANCE SUMMARIES

FUND	EXPENSES	
	MONTH TO DATE EXPENSES	YEAR TO DATE EXPENSES
GENERAL	9,085.29	158,558.72
ROAD USE	6,352.74	44,494.97
EMPLOYEE BENEFIT	1,924.58	12,129.61
EMERGENCY	0.00	0.00
LOCAL OPTION SALES		
TAX	0.00	0.00
DEBT SERVICE	0.00	10,000.00
2015 CITY HALL	19.99	123,841.64
WATER	9,134.81	62,940.20
SEWER	4,791.14	55,822.91

<b>TOTAL</b>	<b>31,308.55</b>	<b>467,788.05</b>
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### **REVENUES**

<b>FUND</b>	<b>MONTH TO DATE REVENUES</b>	<b>YEAR TO DATE REVENUES</b>
GENERAL	2,382.84	198,724.76
ROAD USE	3,296.10	27,961.23
EMPLOYEE BENEFIT	269.57	25,074.61
EMERGENCY	14.15	1,399.11
LOCAL OPTION SALES TAX	2,555.78	19,172.94
DEBT SERVICE	123.71	11,543.07
2015 CITY HALL	0.00	0.00
WATER	9,976.82	65,852.25
SEWER	8,652.11	55,567.69
<b>TOTAL</b>	<b>27,271.08</b>	<b>405,295.66</b>