

The Paullina City Council met in regular session on Monday, February 5th, 2024, in the Council Chambers, City Hall, 127 S Main St, Paullina, Iowa. Mayor Marlin Sjaarda called the meeting to order at 5:30 pm and led the Pledge of Allegiance.

Roll Call. Council Members present: Steve Heeren, Carol Honkomp, Nichole Jacobs, Jean Unrau and Dennis Werkmeister. Mayor Sjaarda declared a quorum. Also present: City Clerk Michelle Wilson, Superintendent of Utilities Kelly Top, Police Chief Nathan Bremer, Ambulance Co-Directors Lauri Struve and Amber Ebel, Fire Chief Ryan Harper, Assistant Fire Chief and Training Officer Rich Van Beek. Guests: Sharon Johnson, Glenda Heithus, Brenda Ebel Kruse and Ben Groen. Press: Radtke

Motion by Unrau; second by Jacobs to approve agenda. All ayes. Motion carried.

Public Forum: Glenda Hiethus spoke on the subject of the resignation of Treasurer.

Motion by Werkmeister; second by Heeren to approve Consent Agenda with following items:

- a) Approve minutes from 01/16/24 regular meeting. All ayes. Motion carried.

Motion by Werkmeister; second by Honkomp to approve payment of claims. All ayes. Motion carried.

Motion by Werkmeister; second Unrau to approve Resolution No. 2024-08 to approve the proposed bid on plans, specifications, form of contract and project cost for the 2024 City of Paullina Lagoon Aeration Project with King Contracting LLC for the Base Bid + Alternate 2 totaling \$434,776.50. Ben Groen from Beck Engineering was present to further discuss plans, specifications, form of contract and project costs for the 2024 City of Paullina Lagoon Aeration Project. Groen answered questions posed by Council. Heeren, on behalf of the Utilities and Streets Committee, proposed to the Council to accept the King Constructing LLC bid. Roll call vote was taken: all ayes. Motion carried.

Budget presentations were given by the Library, Ambulance, Swanson Sports Complex, Police Department and the Fire Department.

Discussion was held regarding a Special Council Meeting for additional budget presentations and discussion. The Special Meeting will be held Monday, February 12th, 2024, in the Council Chambers.

Bank reconciliation journals from July-August 2023 (FY-24) were presented.

Motion by Honkomp; second by Unrau to approve Resolution No. 2024-09 to authorize the City Clerk to pay the following preauthorized vendors prior to submission of claims to avoid late fees. Aflac, AT&T, Black Hills Energy, Cenex, City of Paullina, Dearborn Life Insurance, EFTPS, EMC Insurance, IPERS, Mid American, Pitney Bowes, Shazam, Treasurer - State of Iowa, TCA, Visa/UMB, and Wellmark. Roll call vote was taken: all ayes. Motion carried.

Motion by Werkmeister; second by Jacobs to approve Resolution No. 2024-10 to approve raise for Kaden Hewlett per contract to \$32.30 per hour. Roll call vote was taken: all ayes. Motion carried.

Motion by Unrau; second by Jacobs to approve Resolution No. 2024-11 to approve Tyler Wilbur CDL Training and Licensing Agreement. Roll call vote was taken: all ayes. Motion carried.

Discussion was held regarding the handling of building permits. The process will be reviewed. More involvement of the Planning and Zoning Board will be utilized.

Discussion was held regarding engagement of a consultant to review and provide recommendations regarding City debt limit, bonding, etc. The Finance Committee, along with the Clerk, will continue to explore options.

Discussion was held of the use of the Iowa State Bank for fire department training as well as other uses, was held. Further guidance will be sought out to ensure the City's liability is covered.

The council received the resignation of the City Treasurer.

Reports: Mayor: Sjaarda attended various County board meetings and spoke about the budget and upcoming dates. Superintendent of Utilities: Top gave an update on street light work, Paullina welcome light, clean-up of old poles at the lagoon and time spent preparing the budget. City Clerk: Wilson gave an update on budget work. Wilson also thanked Deputy Clerk Griggs for all her hard work. Committee Reports: The Nuisance Committee updated the council on nuisance follow-up and their plan to first engage individuals verbally about a nuisance, then if needed, a formal letter will follow. Utilities and Streets Committee: Werkmeister thanked Mari Radtke for mentioning to look at different funds for the sewer project, and gave thanks to the City Clerk staff for their efforts getting the city financial records caught up. Heeren mentioned discussion of the water treatment plant, switchgear and SW underground feeder projects. Fire Department: Fire Chief Harper spoke about upcoming Emergency Preparedness updates. Ambulance: Co-Director Struve mentioned the department currently has two individuals enrolled in the EMT course, the Ambulance Department has its state inspection coming up on March 14th, 2024. Library: Director Dengler – Board meeting Thurs, 2/8/24, at 1pm; let the council know of possible upcoming governmental changes.

Motion by Heeren; second by Jacobs to adjourn the meeting at 7:06pm. All ayes. Motion carried.

Marlin Sjaarda, Mayor

ATTEST:

Michelle Wilson, City Clerk