

PROCEEDINGS OF LOWDEN CITY COUNCIL
BUDGET WORKSHOP MONDAY, NOVEMBER 6, 2023 - 5:00PM CITY HALL MEETING ROOM
AND CITY COUNCIL PUBLIC & REGULAR MEETING

The meeting of the Lowden City Council was called to order by Mayor Jill Cinkovich.

Pledge of Allegiance was recited.

Council members present on roll call: Hamdorf, NLange, DLange, Jones, & Kristof.

Visitors: Sue Hall, Warren Wethington, Richard Bails.

Mayor Cinkovich and City Clerk began discussions for the budget workshop. City Staff and Council discussed the new process for the upcoming city budgets along with proposed timelines and department wish lists. Next Meeting is scheduled for 5pm on December 4th.

M/S NLange, Hamdorf to close the Budget Workshop meeting @ 5.28pm. Ayes: All.

Mayor Cinkovich opened the regular council meeting.

M/S NLange, Hamdorf to approve the Consent Agenda, Treasurers report, Minutes, Bills, Financial Reports, Utility Billing. Ayes: All.

Councilman Lange reported 2 fire calls and the mayor reported 15 calls for rescue. Lowden had 8 calls and Clarence 7 calls.

Sheriff Wethington discussed the vote for EMS for the upcoming elections and discussed some radio connection issues at the fire department.

M/S DLange, Hamdorf to close the regular meeting and open the public hearing for city budget amendment #2. The City Clerk addressed the changes to the council and visitors. No increases in property taxes. Changes are for the splashpad, ARPA funds, Utility cellular fees and Alliant Energy rate increases. No comments written or verbal were received.

M/S Jones, Kristof to close the public hearing and return to regular session. Ayes: All.

Mayor Cinkovich Read **Resolution # 23-26 - Amendment of City Budget # 2. M/S NLange, Jones to adopt Resolution # 23-26 as presented.** Ayes: All.

Mayor Cinkovich opened the solo bid received from JJJ Enterprise for snow removal for City and Sidewalks. Backhoe - \$150 HR, Dump truck \$120 HR, Sidewalk including salt. City Hall - \$60 per time, Fire Station - \$50 per time and Library - \$30 per time. Per council discussion this will include the Historical building sidewalk. M/S NLange, Jones to accept the snow removal bid from JJJ Enterprise. Abstained from voting, Hamdorf and DLange. Ayes: Kristof, Jones and NLange. Motion passed.

Mayor Cinkovich and PWD Steinke discussed **Change Order # 1 and Contractor Pay Application # 1 for the Sanitary Sewer Replacement project on Harding Avenue.** Council discussed. M/S NLange, Hamdorf to approve Change Order # 1 and Pay Application # 1 and for the mayor to sign both documents. The city will be using ARPA funds and Lost funds for this project. Ayes: All.

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Mayor Cinkovich discussed the request from F&B Communication to officially terminate the lease agreement at 312 McKinley Avenue. M/S DLange, Jones for the mayor to sign the document to end the lease agreement as submitted. Ayes: All.

PWD Steinke asked council for clarification on meter replacement, lead lines and non-working shutoffs. Some units are 15 years - 30 years old. Ball valves are the owner's responsibility, council said. DLange said make a list of old meters and non-working shut offs and bring them to the meetings for discussion.

Richard Bails asked council to forgive a balance on a curb stop repair of \$135.00. He said the shutoff was moved onto his property as the snowplow and various vehicles drove over it and broke it. A discussion on the fees occurred. M/S NLange, Kristof to remove the remaining \$135.00. Ayes: All.

The City Clerk discussed the recent state exam by the State Auditor's office. It was noted that the Fire department was not using the City EIN number and that an unknown EIN number had been used by them for some time. Rescue is using the City's EIN, but neither entity has been reconciling their accounts each month and neither entity could provide the documents requested by the State Auditor. The State Auditor had made some recommendations for fire to become a 5013c or to bring in their donated funds onto the city books for the city to manage monthly reconciliation and day to day processing of invoices and donated funds. Councilman Hamdorf asked if they would still have control. The City Clerk recommends that the Fire department meet and discuss at their next meeting to see how they might want to proceed. This will be addressed at the December meeting.

Mayor Cinkovich read the second reading of the **city ordinance # 838 - An Ordinance Amending Chapter 3 Traffic Code, Section 3-3-5 Lowden, Iowa Code of Ordinances. This is to add a stop sign to Hall & 5th.** No comments verbal or written were noted. **M/S Kristof, Jones to adopt Ordinance # 838 and waive the 3rd reading.** Ayes: NLange, DLange, Jones and Kristof. Nays: Hamdorf.

The City Clerk discussed Golf Cart permits for 2024. M/S Jones, Hamdorf to do permits for 2024. Nays: NLange, DLange and Kristof. The city will discontinue permits for golf carts.

The City Clerk said the bank is requesting payment of fees for ACH utility billing. The clerk doesn't want to pass these fees on to the customer as the program has about 130 customers who pay this way each month. The fee is \$25 per month to do a bulk upload of utility payments. M/S Jones, DLange to approve the payment of \$300 per year (\$25.00) per month to process the bulk payments and for the mayor to sign the Originating Depository Financial Institution Agreement. Ayes: All.

Mayor Cinkovich asked for clarification on the splashpad bids from JJJ Enterprise. The first application is \$68,615.35 and was approved by the donor Jayne Hintz and the foundation. The second estimate is for additional work at the park in the amount of \$25,222.96 for a new water and sewer stub west of the park bridge. Council and mayor discussed. Hamdorf said we don't need a DNR permit. Mayor Cinkovich asked if the work was necessary and how we would pay for it. Hamdorf said LOST. M/S NLange, Kristof to approve the submitted estimate in the amount of \$25,222.96. Abstained: Hamdorf, DLange. Ayes: Jones, Kristof and NLange.

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The City Clerk said a school bus driver complained about low hanging tree branches damaging the school bus. Hamdorf asked the mayor why her name wasn't on the letter sent to some homeowners. She said she had no problem signing, but the letters were already out. N Lange said the city should pay for all trees to be trimmed in the city. Hamdorf said letters need to go out to homeowners to trim.

Mayor Cinkovich addressed Lou Licht's nuisance abatement. He is pretty much cleaned up except for some remaining logs that he will remove in the spring. Council directed the clerk to contact the city attorney to have Licht pay the court costs and the city will cancel the pending court date.

PWD Steinke reported no nuisances as council was going to bring in lists. He said the pump control is in and the fiber cable is also in. The 2024 Service calendar is complete, and someone knocked down the stop sign on McKinley Avenue.

Mayor Cinkovich said the Light Fest will be December 2nd with various afternoon activities beginning at 3pm. Then the parade will line-up at 6pm at Memorial Park to begin at 6:30pm. Mayor Cinkovich said Maintenance Man Nick Wichtoski passed his state water test and will receive a 50-cent increase in pay, effective immediately.

The City Clerk asked council members who are not re-running to return their ordinance books, or a \$12.00 fee will apply. The clerk will be in budget training with the state on Wednesday, November 8th and City Hall will be closed during this time.

Hamdorf said he wants Fire/EMS - No Parking signs to be ordered and put up by the fire station. He said he wants the public works guys to work separately to get the new meter heads installed and wanted a truck removed that is on jacks on Main Street on a person's property.

M/S Jones, N Lange to adjourn meeting at 7.05p.m. Ayes: All.

Next council meeting will be Monday, December 4, 2023 @ 5:30pm - City Hall.

Mayor, Jill Cinkovich

Attest:

Sarah Carlson, City Clerk