

Regular Meeting (and Public Hearing for FY 2019 Budget) of the Worthington City Council
Monday March 5, 2018.

Mayor, Bill Burger, called the meeting to order at 6:31 PM.

<u>FUND</u>	<u>RECEIPTS</u>	<u>EXPENDITURES</u>
GENERAL	\$412,871.82	\$114,434.86
MEMORIAL HALL	\$2,249.00	\$3,062.25
ROAD USE TAX	\$3,834.30	\$868.35
TIF	\$4,978.40	\$0
WATER	\$4,617.43	\$2,616.23
CAPITAL PROJECT	\$270,688.57	\$265,370.00
SEWER FUNDS	\$4,488.73	\$3,820.62
LOCAL OPTION SALES TAX	\$175.65	\$404,799.49
DEBT SERVICE	\$1,947.91	\$0

Roll Call: Marty Marugg, Steve Engler, Clarence Tuel, Kay Risser, Dan Feldmann. Additional attendance: none.

Motion made by Tuel to approve agenda, seconded by Risser. Ayes: all, carried

Council reviewed consent agenda. Risser inquired why there was a bill from Carquest for Memorial Hall, Manternach advised we had to get a certain light from Carquest for the hall. Risser further inquired about the Black Hills Energy bill and Alliant Energy bill for memorial hall and why they were so high. Burger advised the manager had to dry out the carpet. Burger also advised there are multiple coolers running and they are going to combine items into one cooler and unplug the other coolers throughout the winter to save on energy costs. Burger added the hot water heater now gets turned to “vacation”, and the heat gets turned to 50 degrees in the winter moving forward. Council reviewed February treasurer’s report. Manternach explained the difference in the Local Option Sales Tax and General Fund, per Summit instruction, the money from the Local Option Sales Tax had to be put in the General Fund temporarily to better track the cash line of the LOST Tax Relief, Parks, and Roads. Manternach explained that the debt in the Sewer Sinking fund had to be transferred to the Debt Service fund as it was paid out of the wrong account. Manternach explained with the initial set-up with Summit the Sewer Sinking fund was only set up as an expense account and Debt Service was only set up as revenue account, which is why the funds are incorrect. Manternach advised this will be fixed. Feldman explained to council the debt in Sewer Fund and advised this debt is in part from the loan as well as two major purchases in 2016. Feldmann added he would like to further look into wages being taken out of which fund, and potentially disperse wages differently to help the Sewer Fund get out of debt. Burger named Feldmann, Tuel, and Manternach as the wage plan sewer fund committee. Feldmann also explained to council of the debt in the Memorial Hall Fund. Feldmann stated our figures show we came out of the negative in the Memorial Hall Fund due to the number of weddings scheduled and the deposits we gathered for those, which carried us through our gas/electric/utility expenses throughout the winter. Feldmann advised we will probably go back in debt in the Memorial Hall Fund once we start having more expenses with upcoming weddings throughout the wedding season.

Council reviewed and briefly discussed Building Permit #1303 and approved. Feldmann requested that a phone number be added to the building permit. Manternach advised she would add this to all future building permits. Council briefly reviewed meetings to attend-John Danos meeting at ECIA and ECIA Spring meeting. Manternach explained both meetings are free to

attend, no additional questions or comments. Motion made by Feldmann to approve consent agenda, seconded by Marugg. Ayes: all, carried.

Citizen Concerns: Manternach advised she received a call from a resident claiming we hit and damaged their mailbox during the recent snow storm. Burger stated we need to make sure the mailbox meets the criteria for the set-back. Feldmann suggested we provide a \$50 maximum stipend to the residence where we damaged the mailbox, only if it meets the set-back criteria and we know the city plow is what damaged it.

Burger closed regular meeting at 7:04PM and opened public hearing at 7:04PM. Burger inquired if there were any questions and comments regarding the FY '19 Budget. Feldmann inquired if the budgeted money to resurface the roads was only for the park road. Manternach advised it was not, and that budgeted money was for any road in town. Public hearing closed at 7:05PM, and regular meeting opened at 7:05PM. Council reviewed Resolution #2018-11. Motion made by Marugg to approve Resolution #2018-11 "A Resolution Adopting the City of Worthington's FY '19 Budget for Fiscal Year that begins July 1, 2018 and Ends June 30, 2019 and Certification of City Taxes for the City of Worthington", seconded by Engler. Roll call: Marugg, Engler, Tuel, Risser, Feldmann. Ayes: all, carried.

Council reviewed Highway 136 project Pay Applications 4 & 5. Burger inquired why our reimbursement from the state wasn't as big as he thought. Manternach explained she spoke with the city engineer and he resubmitted Pay Application #3. Burger called Jason Wenger, city engineer, and inquired if we could retain any more than the \$22,000 for the items that needed to be fixed. Burger also inquired if these last two pay applications were the final ones, Wenger confirmed. Burger was concerned if \$22,000 would be enough. Wenger advised a retainage of 3% is per DOT requirements. Wenger advised if we have concerns we can go ahead with Pay Application #4 and we could hold off on #5 until the next council meeting in two weeks. Call with Wenger ended. Burger confirmed we would want to hold off on approving Pay Application #5 until we can do the final walkthrough but we will pay the Pay Application #4 now.

Manternach advised she would call Ryan with Midwest Concrete to make sure that would be okay. Motion made by Tuel to approve Pay Application #4, seconded by Risser. Ayes: all, carried. Tuel added by Neyen Feed N Seed that the new sidewalk is getting pitted and is unsure what is happening to cause this.

Council discussed what to do with the old city laptop. Council agreed to keep all documents on this and keep the old accounting system on the laptop and keep it password protected. Council agreed to give the old laptop to the Librarian, Stacie. Council briefly discussed the old desktop. Manternach advised she spoke with the previous city clerk, Mary, regarding what information might be pertinent on there. Mary advised all information was transferred to the laptop when they purchased that. Feldmann and Engler added we might want to see if the library would want the old desktop for resident's use. Manternach advised she would speak with the librarian to see if that is something she would like in the library and if there would be room. Burger added that when he was downstairs helping Todd, he saw the password to the internet was written on the router. Burger advised we should not be working off the same password. Manternach advised she already called Comelec this past week and they came out and changed her password in City Hall. Manternach relayed that Comelec explained the fire department and city hall work off the same router, however there is a firewall protecting the information between the two.

Council reviewed information about a communications tower through AT&T in city limits. Manternach relayed she received a call from them stating they need a 4-acre plot of land to lease for the next 50 years at \$6,000/year. Council discussed potential places to put this

communications tower and confirmed there is no adequate space to put this tower on land the city owns. Council agreed we would provide Bill Burger's number to AT&T as he has property that was just annexed in to the city. Council reviewed wages from other cities which showed cities with same or close to populations and close to same hire dates as Manternach, making significantly higher wages than Manternach at \$14.50/hr. Manternach advised she knew this position would be a lot but it ended up being more stressful with a significant amount more of management duties than she anticipated. Tuel added he would like to see the clerk have her certification. Burger inquired how long that would take. Manternach advised it would take 3 years to complete and fully plans to pursue this. Manternach suggested the council think about this information presented and re-review it at her 6-month review date. Council discussed school TIF. Burger advised he just received an e-mail from the county assessor on 03/02/2018 stating we could TIF the school. Burger advised in addition to the e-mail, the school owner called him with complaints about children trespassing on his property the same day. Burger relayed that the school owner inquired what he had to do to keep kids off his property, Burger replied that he would have to put up signs stating this. Burger advised the school owner is back and forth on TIFing his property as he is looking to completely get rid of the equipment due to the issues with children playing on it still. Engler inquired what exactly the owner wants at this time. Feldmann suggested we should completely forget about TIFing this property with council agreeing. Burger advised he would relay this information to the owner and stated if the owner would like additional information on this decision, he will have to attend a council meeting and discuss this with the council. Manternach advised when owner was here he inquired if something could be put on the bottom of the water bills. Manternach inquired if, as a favor, we could put something on the water bill stating that the school is now private property. Council advised it would be more appropriate for him to ask if it could be put in the church bulletin. They stated if we would do this favor for this resident then we would have to do this for any other resident that wants this. Council discussed bridal room and expenses for this. Burger advised he is concerned there might be asbestos in that room. Manternach advised she is waiting for a response from ECIA to see if there is any potential grant that would check to see if there is asbestos and that would fix this. Council further discussed the revenues and expenses for the memorial hall. Manternach advised she calculated the revenues and expenses for the last event and explained per event with the bar bill we are coming out at roughly \$300 ahead, with utilities for the month and other misc. expenses not calculated in. Council reviewed electricity and gas bills. Council discussed some things that might be making the electricity and gas so high. Manternach inquired if she should figure out a re-payment plan for the Bridal Room borrowing from LOST Tax Relief or if that is up to the council. Burger advised for Manternach to go ahead and figure a repayment plan. Council reviewed Sunset 2nd Addition Estimates. Feldmann suggested we build the subdivision South instead of building it North as we already have the sewer lines there. Feldmann suggested we switch this land out with the current land we own with the people who farm the land to the south. Burger advised he would connect with the owner of this property to see if they would be interested in this plan and we would further discuss this at the next meeting. Burger advised he tried to get ahold of Joe Burlage regarding purchasing the property near the industrial park. Burger advised he was not able to get ahold of him. Council briefly reviewed CD rates. Manternach advised the CD we have is up on March 19. Motion made by Feldmann to renew CD rate at 1.10 interest rate for 18 months, seconded by Risser. Ayes: all, carried.

Clerk/Council Concerns: Manternach inquired if she could send a letter as the city clerk but regarding a weed nuisance she had a complaint about. Council advised she could but it would be best for the mayor to sign this. Burger advised council that Tuel and he would be attending the 03/12/2018 Western Dubuque meeting. Marugg advised he received a complaint from one of the firemen about the City Truck being parked in front of the bay doors. Burger advised he would relay the message to our street superintendent. Motion made by Feldmann to adjourn at 8:39PM, seconded by Engler.

Minutes prepared by Lauren Manternach (City Clerk/Treasurer)