

Adair City Council
City Hall Chambers
July 14, 2021

A regular City Council meeting was held July 14, 2021 at the City Hall Chambers. Present were Mayor John Larsen, who called the meeting to order, City Attorney Clint Fichter, Public Works Mark Emgarten, Clerk Randi Lehman and council persons, Perry Leeper, Rick Hays, Jeff Lee and Rick Stanley. Absent-Kyle Irlmeier.

Motion by Hays and second by Leeper to approve the agenda. All ayes.

The consent agenda listed the following items to be approved; Council Minutes from 5/26 and 6/9, Bills and Payroll, and Monthly Financials.

Motion by Hays to approve the consent agenda. Second by Stanley. All ayes.

The following bills were presented to be approved.

BILLS SUBMITTED FOR APPROVAL FOR JULY 14, 2021 COUNCIL MEETING

VENDOR	REFERENCE	AMOUNT
ACCESS SYSTEMS LEASING	COPIER CONTRACT	246.29
ACCO	CHEMICALS	2,254.88
ACCUJET	ANNUAL MAINTENANCE	5,332.44
ADAIR COUNTY TREASURER	R E TAXES REDEMPTION	1,945.65
ADAIR NEWS	PUBLICATIONS	1,078.48
ALLIANT ENERGY	UTILITIES	124.41
ANITA SUPPLY CENTER	SUPPLIES	305.21
BAKER & TAYLOR	LIBRARY	117.88
BLACK HILLS/IOWA	UTILITIES	237.59
BW OUTFITTERS	UNIFORM ALLOWNACE	636.88
CASEY MUTUAL	PHONE / INTERNET	74.95
CLEAN SWEEP	CLEANING-MOWING CONTRACT	3,128.50
CULLIGAN WATER	SUPPLIES	9.08
G WORKS	SOFTWARE/EQUIPMENT	5,017.00
DELTA DENTAL	INSURANCE	320.88
DEPT OF NATURAL RESOURCES	ANNUAL FEES	89.91
EFTPS	FED/FICA TAX	5,721.45
EXCHANGE STATE BANK	HSA / LOAN	1,387.68
FAY PHARMACY	SUPPLIES	5.39
GPM	CONTRACT SERVICES/REPAIRS	412.00
GRAINGER	MISC EQUIPMENT	309.59
GUTHRIE CO REC	UTILITIES	1,073.00
INSURANCE STORE	EMC ENDORSEMENTS	1,142.00
IOWA DOT	SUPPLIES	147.34
IOWA ONE CALL	LOCATES	56.70
IPERS	IPERS	4,150.16

JACOBSENS	SUPPLIES	344.64
JASON ROBERTS	COMM CENTER PAD	17,250.00
JOHN DEERE FINANCIAL	REPAIRS/MAINT	886.68
JOHNSON PEST CONTROL	CRAWFORD ADDITION	50.00
KASEY BROSAMLE	CELL PHONE/BOOT REIMB	395.88
KEYSTONE LAB	TESTING	368.00
RANDI LEHMAN	HAS REIMB	416.00
LIBERTY NATIONAL	INSURANCE	100.35
LOGAN CONTRACTORS SUPPLY	TAR POT/ ROUTER	75,588.85
MID STATES BANK	INTEREST	1,713.06
MTS. INC.	SANITATION SERVICE	4,422.74
OFFICE DEPOT	SUPPLIES	268.63
PAYROLL	PAYROLL	20,159.95
PERRYS WINDOW SERVICE	CLEANING	20.00
PETTY CASH	SUPPLIES	39.75
PLOWMAN STANLEY TRENCH	COMM CENTER	4,205.10
SMALL CITY RESOURCES	CONSULTING FEES	4,925.00
SCHILDBERGS	MAINTENANCE	1,716.66
SECURE SHRED	SHREDDING	48.00
SNYDER & ASSOCIATES	ENGINEERING SERVICES	6,472.07
STAR EQUIPMENT	EQUIP REPAIRS / MAINT	187.00
STRAUSS SECURITY	MAINT / REPAIRS	261.50
TEAM SERVICES	COMM CENTER	315.00
TIEFENTHALER AG-LIME	BASEBALL FIELD	10,638.72
TREASURER-STATE OF IOWA	STATE / WET TAX	1,032.00
VERIZON	POLICE CELL	40.01
VISA-EXCHANGE ST BANK	CREDIT CARD	3,149.10
VSP INSURANCE	INSURANCE	89.60
WEX BANK	FUEL CARD	733.83
WILSON WELDING	REPAIRS/MAINT	173.57
WINDSTREAM	TELEPHONE BILL	642.33

REPORT TOTALS

\$191,979.36

	REVENUE	DISBURSED
GENERAL FUND	5,50.95	142,787.68
CEMETERY FUND	260.76	1,345.28
COMMUNITY CENTER	0	286.35
ROAD USE FUND	0	0
EMPLOYEE BENEFIT FUND	517.52	589.56
LOST	11,516.84	0

2 ND STREET / TIF	2,062.12	0
DEBT SERVICE	1,310.84	687.68
COMMUNITY DEVELOPMENT	0	0
HOUSING PROGRAM	0	89.75
STREET CAPITAL EXPENSE	10,153.05	29,955.23
PERPETUAL CARE	0	0
WATER	20,381.54	4,526.95
SEWER	18,622.61	7,288.14
GARBAGE	7,554.79	4,422.74
TOTAL FUNDS	77,431.02	191,979.36

Discussion with Sharon Anderson in regards to the Adair Community Center.

Anderson expressed concern in the size of the future community center. She had been told that it would only hold 100-125 people. Engineer with Snyder's advised if the decision is to go with the long tables rather than the circular tables, it is estimated to hold closer to 150-170 people. No decisions regarding furniture, etc. have been made as of yet. There is grant money available for that, and we are waiting to hear from the USDA about the grant.

Discussion and possible action on Snyder & Associates Supplemental Agreement #1 for the Water Treatment Plant replacement project.

Snyders provided the agreement in the amount of \$7500 for the redesign that was needed for the project to council for review. Snyders advised that the project has started and should take 500 calendar days if there are no delays in supplies and materials.

Motion to approve Supplemental Agreement #1 for the Water Treatment Plant replacement project in the amount of \$7500 was made by Hays and second by Lee. All ayes.

Discussion and possible action on certifying water project costs to line of credit.

Fichter explained the process of certifying the water project costs and that is required by the USDA. This occurs when any invoices come in from the project to be paid. The line of credit pays for the invoices and once the project is completed, the USDA's reimbursement will apply to the loan.

Motion to approve certifying the water project costs to the line of credit was made by Stanley and second by Lee. All ayes.

Discussion and possible action on light replacement at the City Park.

Emgarten advised Council that there are 8-10 lights needing to be replaced in the City Park. They are all broken and need replaced rather than repaired. A quote was received from Holophane in the amount of \$6,752.00 to replace 8 lights.

Motion to approve the quote from Holophane in the amount of \$6752.00 to replace 8 lights in the Adair City Park was made by Stanley and second by Hays. All ayes.

Discussion and possible action on 2021 Community Catalyst & Building Remediation Grant.

The city has been awarded a Community Catalyst and Building Remediation grant not to exceed \$100,000 to be used on the Old Macs Grill building for a redevelopment project with Ashley Smith. Once a copy of the budget and cost estimates are received, the city will approve the contract with the Iowa Economic Development Authority.

Discussion and possible action on the annual fund transfers and Interfund loan.

Fichter explained Resolution 21-0714-01 to make the various needed fund transfers so that the fiscal year end expenses and revenues are appropriately matched.

Motion to approve Resolution 21-0714-01: Resolution to make various fund transfers was made by Hays and second by Leeper. All ayes.

Fichter also went through Resolution 21-0714-02: Authorizing Advances to Tax Increment Financing Fund with the council. The advances shall be treated as a loan to the TIF Fund and shall be repaid with interest at the rate of 6% per annum.

Motion to approve Resolution 21-0714-02: Authorizing Advances to Tax Increment Financing Fund was made by Lee and second by Leeper. All ayes.

Discussion and possible action on the Adair City Hall remodel.

Snyders advised that we are still waiting to hear from the USDA on grants.

Updates on on-going items:

Hotel Feasibility Study: The study has been completed and a informational packet has been distributed to council for review.

Everett Anderson invoice: No new updates.

Public Comment:

Public questioned damages that occurred at the Tanzanite home in the Crawford Addition. In June a small puddle of water was noticed on the west side of the home where the sprinklers were hitting the home. The builder was notified of the issue, and they located a small void in the foundation where the 2 pans meet when pouring a foundation. The builder came and repaired the issue through the standard process of having an injection in the area of the void, the problem was fixed within the week of the builder being notified. The foundation has a 10 year water proof warranty. This was covered 100% by the builder and fell under the 1 year builder warranty at no cost to city. The home is currently under contract with an accepted subject to sale offer on the home. The foundation repair on the home was disclosed to the buyers and the city and the party have signed off on an updated Sellers Disclosure.

Employee Reports:

Clerk's report was on paper.

Emgarten advised Council that there are several Ash trees in the Adair City Park that are dying or are dead and need to be removed. The plan is to receive bids on the removal of 2 or 3 trees annually. If community members are wanting to donate a tree in the memory of a loved one, they can contact Public Works or the Clerk.

Motion by Stanley and second by Hays to adjourn at 7:15 p.m. All Ayes. Motion carried.

The next regular Council meeting is scheduled for August 11th at 6:30 pm.

A handwritten signature in black ink, appearing to read "Randi S. Lehman", written over a horizontal line.

Randi Lehman, City Clerk

A handwritten signature in black ink, appearing to read "John M. Larsen", written over a horizontal line.

John Larsen, Mayor