

**Lake City Council Proceedings**  
**Monday, August 5, 2024**  
**Corrected 8.19.2024**

These minutes are as recorded by the City Administrator/Clerk and are subject to Council approval at the next regular Council meeting.

The City Council of Lake City, Iowa met in regular session at 6:00pm with Mayor Schleisman. The following Council members were present: Gorden, Daniel, Wilson, and Bruns. Vogt was absent. CA Matthews, Public Works Director Janssen, Community Building Manager Streeter-Halvorsen, and Chief of Police Schaffer were also in attendance.

**Consent Agenda:** Daniel motioned to approve the consent agenda consisting of the following:

- a. Agenda
- b. Minutes: From the July 15, 2024 Regular Meeting
- c. Top of Iowa Lucky Wife Special Class C Retail Alcohol License
- d. Top of Iowa Lucky Wife Special Class C Retail Alcohol License
- e. Summary List of Claims

Seconded by Gorden. All Ayes. Nays-None. MC.

**Public Hearing:** None Scheduled.

**Citizens to Address the Council:**

Jeanne Devine addressed Council and requested that money be set aside for beautification for matters such as flags. She requested American Flags for holidays be placed on poles entering and exiting town to honor our country. Councilperson Bruns requested CA Matthews look at including this in the budget for next year. Councilperson Gorden noted that per law if American flags were used they would need to be lit during the night.

A company from Sioux City that deals in flags and banners was recommended and CA Matthews was directed to contact them. Mayor Schleisman directed CA Matthews to add Flags for Our Town to the next Council meeting for August 19, 2024.

Tyler Johnston addressed Council about the denied road vacate request he had submitted and was denied. He requested that Council reconsider the decision. Mayor Schleisman indicated the city needs to not get into the precedence of vacating streets where the city has utility lines buried underneath. He indicated the decision of the city to not grant the road vacate request would stand.

**Council Agenda:**

- a. **Willie Building Permit**

Council discussed the matter and agreed that the building permit would be approved contingent upon an agreement being signed that the existing house on the property must be demolished or moved off the property within 12 months of construction being completed. Daniel motioned to

approve the Willie Building Permit with the Requirement that the existing house must be demolished or moved with 12 months of construction being completed. Seconded by Wilson. All Ayes. Nays-None. MC.

**b. 9/15/2024 Road Closure: Washington Street and Corners of Lincoln Street to Center Street for the Fire Department Water Wars Event**

Daniel motioned to approve the road closure. Seconded by Gorden. All Ayes. Nays-None. MC. Council approved the road closure.

**c. Winter Request for a Light to be Added to the Pole of 6th Street and Jennings Ave**

Council discussed the road in question and noted at night time a light would be warranted to ensure safety. Bruns made a motion to approve the request. Seconded by Daniel. All Ayes. Nays-None. MC. The City will request Mid-American to install a light.

**d. Review/Approve Change Order #1 for the Pickleball Court Project with Daniel Construction**

Council reviewed the change order which contained minor, but essential equipment not in the initial bid. Bruns made a motion to approve it. Wilson seconded. Daniel abstained. All other remaining Councilpersons voted Aye. Nays-None. MC.

**e. Cruz Electric Lighting Assessment Proposal**

Council reviewed the proposal and discussed the matter with Cruz Lighting. The lighting proposal would improve lighting in several city locations including the Town Square and Lake City Library. Council asked how it could be funded and CA Matthews explained LOST funds could be used. Councilperson Wilson asked how this would impact LOST funds and CA Matthews indicated the net effect after rebates were received would be approximately \$16,000. The City will recoup its \$16,000 investment in improved lighting in just 4.6 years because it is anticipated the improved lighting will save the city \$3,477 in electricity expense each year going forward. Bruns motioned to approve the proposal. Seconded by Gorden. All Ayes. Nays-None. MC.

**f. Joint Discussion with Council and the Park Board Concerning the Bandstand**

Council and members of the Park Board discussed the matter. CA Matthews indicated that City Engineer Dave Sturm inspected the Bandstand. CA Matthews shared that our City Engineer found there were mild areas of rotten wood. A ballpark repair figure was given at \$50,000 to fully repair and restore the structure, but that structural engineers would be needed in order to ascertain the actual repair expense as it could be less or more. Council requested that CA Matthews work with City Engineer Sturm to have structural engineers review the bandstand. CA Matthews did note that he was present with City Engineer during his inspection of the bandstand. He mentioned that if there were any safety issues that our City Engineer would have indicated it at that time; the public can safely continue to use the structure.

**g. Discussion: Tree Board**

Mayor Schleisman noted there was a need to add some new members on the Tree Board. Jeanne Devine indicated interest in joining the Tree Board and Mayor Schleisman directed CA Matthews to bring a Resolution to Council's next meeting to formalize her appointment. Mayor Schleisman shared that it was suggested that Councilperson Gorden join the Tree Board. Both Councilpersons Bruns and Daniel indicated they would be willing to step down as three members of Council cannot serve on the same board. After a brief discussion it was decided that Gorden would replace Bruns on the Tree Board.

**h. Review Annual Outstanding Debt Report**

CA Matthews indicated the City is making progress in paying down its debt. He explained the mandatory outstanding debt report that is submitted by the City to the State on an annual basis. He explained that we are on track to pay off the outstanding debt for the swimming pool in a few years.

**i. Discussion: Annual Sensus Support Contract**

CA Matthews indicated there was a need to get an annual support contract with Sensus so we can start getting updated software in our meter reader. He shared this is a problem because as new water meters are getting installed they are not being read by the water meter due to outdated software in our reader. Public Works Director Janssen indicated support for this. CA Matthews shared how the software and hardware in water meters continues to evolve and that we need to make sure our software in our reader continues to stay updated so we can run our water utility with best practices. CA Matthews reported that peer cities to Lake City had been contacted and asked if they had an annual support contract and all indicated they did and all expressed surprise the city did not. CA Matthews indicated updating our software with an annual support contract is a good business practice that will ensure the city's meter reader is able to communicate with all water meters. Bruns motioned to support the contract. Daniel Seconded. All Ayes. Nays-None. MC.

**j. Discussion: Bartender Wages**

CBM Streeter-Halvorsen reported to Council the prevailing wages for bartenders and that our wages were not competitive. Council discussed the matter. Daniel motioned to approve raising the bartender wage to \$15 per hour plus tips. Seconded by Wilson. All Ayes. Nays-None. MC.

**k. Discussion with the Community Building Advisory Board: Set Fees per City provided Bartenders for Charity, Basic, and Auditorium Users of the Community Building**

The matter was briefly discussed. It was decided that the city would charge \$20 per hour per bartender to ensure all overhead plus wages are covered when the city supplies a bartender to an event held at the Community Building for Charity, Basic, and Auditorium users of the Community Building. Motion by Daniel to approve a \$20 fee per hour per bartender. Seconded by Wilson. All Ayes. Nays-None. MC.

**l. Discussion: Garrett Ortner Contract Proposal**

Council asked CA Mathews if this needed to be competitively bid out and he indicated it was significantly under the threshold required by law. Council noted the consensus was that Mr. Ortner's work quality is good. Daniel motioned to approve a 3-year contract with Garrett Ortner for 3 years to provide lawn care services for the Cemetery and Goins Park at the terms of \$12,000 per

year. Seconded by Gorden. All Ayes. Nays-None. MC.

**m. Discussion: Catalyst Grant RFP**

Council reviewed the grant and discussed the matter with CA Matthews. Council directed CA Matthews to advertise the grant opportunity.

**n. Resolution 2024-47: Appoint the Calhoun County Phoenix as the Official Newspaper of the City of Lake City for the Remainder of 2024.**

Daniel motioned to approve the Resolution. Seconded by Gorden. Roll Call Vote: Ayes: Gorden, Bruns, Daniel, Wilson. Nays-None. Vogt Absent. MC.

**City Administrator Discussion/Action Items:**

**a. Catalyst Grant Workshop Update**

CA Matthews shared the Catalyst Grant Workshop on July 24, 2024 had been well attended and that several property owners had expressed interest in partnering with the city to pursue the grant.

**b. Tree Update**

CA Matthews shared that all property owners with low-hanging trees over the street and sidewalk had been contacted and reminded of the responsibility to trim all low hanging trees.

**c. Garbage Update**

CA Matthews shared that a friendly reminder was posted on Facebook to remind residents of the existing ordinance on garbage and how it is to be stored in garbage cans. He also noted he shared this update with Carroll Broadcasting and it was posted in the newspaper all in an effort to reach everyone in our community regarding our existing ordinance on garbage.

**Mayor Discussion/Action Items:**

Chief of Police Schaffer noted we have received 9 applications for Police Officer. He also noted we will be holding an ordinance workshop with Denison on August 16<sup>th</sup>. He noted the trial concerning code enforcement on the trailer park will be on August 13<sup>th</sup>, but that these trials do tend to get moved. He noted that City Attorney Lauver would confirm the trial's date as it gets closer to the 13<sup>th</sup>.

Council directed CA Matthews to remind the garbage hauler to handle garbage cans with care.

**Adjourn:** With no further business, Daniel motioned to adjourn the meeting. Seconded by Wilson. All Ayes. Nays-None. MC. The meeting adjourned at 6:52pm. The next scheduled regular meeting of Council will be Monday August 19, 2024 at 6pm.

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Mike Schleisman, Mayor

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Jacob Matthews, City Administrator/Clerk

**Claims Report****07/16/2024 To 08/02/2024**

<b>Vendor Name</b>	<b>References</b>	<b>Vendor Total</b>
INFINITY TRUST	VISION INSURANCE	\$382.12
NICOLE BIXENSTINE	POOL CONCESSIONS	\$45.84
MOHR SAND & GRAVEL - CONCRETE	CONCRETE	\$1,305.80
RIESBERG AUDIO AND DETAILING	POLICE EQUIPMENT	\$112.50
SWEET THINGS	CATALYST MTG SNACKS	\$36.00
LEXIPOL LLC	POLICE TRAINING	\$3,719.46
WELLMARK	INSURANCE	\$18,151.55
IA ONE CALL	ONE CALL	\$40.70
ACCO UNLIMITED CORP	LIQUID CHLORINATION	\$3,312.93
U.S. POSTAL SERVICE	UTILITY BILLS	\$267.30
NAPA AUTO PARTS	MONTHLY EXPENSES	\$1,016.08
NORTHERN LIGHTS	POOL CONCESSIONS	\$797.65
TEAM LAB	CHEMICALS	\$963.50
ANATOMY IT	TECH SERVICES	\$647.50
DSG - DAKOTA SUPPLY GROUP	ROAD SUPPLIES	\$1,460.98
TRI-TECH FORENSICS, INC.	SPECIMEN COLLECTION KIT	\$93.07
MSA PROFESSIONAL SERVICES	FLOW MONITORING	\$1,223.50
IOWA LEAGUE OF CITIES	SUBSCRIPTION	\$100.00
HEARTLAND BACKFLOW INC.	BACKFLOW TESTING	\$320.00
KEN'S PHONE STORE, LLC	PHONE REPAIR	\$75.00
BOMGAARS SUPPLY	UNIFORM ALLOWANCE	\$164.99
ACCESS SYSTEMS LEASING	LIBRARY COPIER LEASE	\$564.60
THE OFFICE STOP	POLICE SUPPLIES	\$58.79
EMC NATIONAL LIFE COMPANY	MONTHLY INSURANCE	\$85.25
AXON ENTERPRISE, INC.	POLICE EQUIPMENT	\$5,678.87
ASHLEY THIESZEN	LIBRARY MATERIALS	\$34.20
VESTIS	C.B. RUGS	\$70.20
BRODART CO.	LIBRARY MATERIALS	\$90.09
COLUMN SOFTWARE PBC	LEGALS	\$235.98
LAKE CITY HARDWARE, INC.	MONTHLY EXPENSES	\$135.98
DANIEL CONSTRUCTION	PICKLEBALL COURT	\$28,982.18
IMWCA	WORKER'S COMP	\$1,021.00
M&S DAISY HAULING	GARBAGE	\$10,999.00
PATTI DAISY	IPERS PAYOUT	\$106.49

DANNETTE ELLIS	LIBRARY CLEANING	\$990.00
SNYDER & ASSOCIATES	PICKLEBALL CONTRACT	\$1,440.00
CENTER POINT LARGE PRINT	LIBRARY MATERIALS	\$50.34
KENDALL & TAMI HOLM	YARD WASTE	\$650.00
FUSEBOX MARKETING	WEB HOSTING	\$539.00
CALHOUN CO. ECONOMIC DEVELOPME	CCEDC CONTRIBUTION	\$2,596.50
BAKER & TAYLOR	LIBRARY MATERIALS	\$1,111.06
CENGAGE LEARNING - GALE	LIBRARY MATERIALS	\$654.06
VISA	MONTHLY EXPENSES	\$1,165.85
IA SMALL ENGINE	REPAIRS	\$745.66
MODERN MARKETING	LIBRARY MATERIALS	\$393.44
LEVI ELLIS	MOWING	\$410.00
CALHOUN CO. DEPT. OF HEALTH	POOL INSPECTION	\$445.00
MICHELLE JOHNSON	CLEANING SERVICES	\$75.00
ADVANCED COMMUNICATION SERVICE	TECH SERVICES	\$1,650.20
MORROW'S STANDARD SERVICE	MONTHLY EXPENSES	\$690.50
WEBSTER-CALHOUN COOP	PHONE & INTERNET	\$645.35
PAYROLL		\$58,103.71
EFTPS		\$14,520.52
STATE TAX		\$1,698.22
IPERS		\$7,990.98
<b>Total</b>		<b>\$178,864.49</b>