

City of Preston  
 Regular City Council Meeting  
 February 12, 2024  
 Mayor Tyler Sieverding called the meeting to order at 6:00 p.m.  
 The Pledge of Allegiance was recited by all.

ROLL CALL Present: Matt Petersen, Dylan Meyer, Adam Reuter, Matt Gerardy, Absent: JT Thomson

OTHERS PRESENT: Sheryl Ganzer, City Administrator/Clerk, Eric Tietjens, Lead Operator, Dennis Driscoll, Sanitation, Landon Ruchotzke, Fire Chief, Ray Ernst, Electric

APPROVAL OF AGENDA: A motion was made to approve the agenda as presented by M. Petersen, seconded by M. Gerardy. Motion carried.

CONSENT AGENDA: Motion was made to approve the consent agenda including minutes of last meeting, financial reports, payment approval of paid and unpaid claims, utility reports, clothes washer rebate - \$35 and Gas Furnace rebate, \$100 – Josh Yaddof, Class E Retail Alcohol License – Preston Country store, by A Reuter, seconded by D. Meyer. Motion carried.

Payee	Description	Amount
ALLIANT ENERGY	ADMIN FEE QTR4 2023	3,000.00
BAKER & TAYLOR BOOKS	3 BOOKS	51.05
CULLIGAN OF CLINTON	LIGHT PLANT WATER CONDITIONING	34.78
GERARDY, DENNIS	ANNUAL WINDOW CLEANING	312.00
GO TECH	LIBRARY #4 COMPUTER	885.00
IOWA LIBRARY ASSOCIATION	2024 DUES	35.00
PRESTON MUNICIPAL UTIL.	DEC 2023 UTILITY PMT	327.76
PRESTON TELEPHONE COMPANY	DEC 2023 PHONE SERVICE	81.81
QC ANALYTICAL SERVICE LLC	WASTEWATER LAB FEES	425.00
QUILL CORPORATION	OFFICE SUPPLIES	675.31
SUGAR CREEK WOODWORKING, LLC	CHAIR RREPAIR CASTOR SOCKETS/LABOR	174.86
THE PENWORTHY COMPANY	10 BOOKS	189.22
KILBURG EQUIPMENT	2024 FREIGHTLINER GARBAGE TRUCK	171,660.00
AMAZON CAPITAL SERVICES	951XL INK CARTRIDGE	33.99
AUDITOR OF STATE	STATE AUDITOR FILING FEE	250.00
MADISON NATIONAL LIFE INS CO	FEB 2024 LIFE INS.	285.74
O'CONNOR, BROOKS & CO PC	AUDIT SERVICES	8,440.00
SMITHSON, ELAINE	MINISPLIT REBATE	100.00
WAGNER, MIKE	PD PAINT LABOR PAINT MATERIALS	700.00
WELLMARK BCBS	FEB 2024 HEALTH INS	16,571.44
ADVANTAGE ADMINISTRATORS	POP ANNUAL RENEWAL	100.00
1ST AYD CORPORATION	PULL DOWNS/GARBAGE BAGS	206.92
A & P GRAPHICS & SIGNS	PD WINDOW PERF PANELS	315.00
ADVANCED BUSINESS SYSTEMS	INK FOR POSTAGE MACHINE	199.50
AMAZON CAPITAL SERVICES	PD REAR WINDSHIELD WIPER ARM	541.09
ASSOCIATED INSURANCE	NEW GARBAGE TRUCK	144.00
AT&T MOBILITY	FD PHONE UPGRADE	623.32
AT&T MOBILITY	PD PHONE SERVICE	127.91
BUSS BOYZ CUSTOMS INC	NEW PD CAR UPFITTING	9,975.16
CARDMEMBER SERVICE	POLICE POSTAGE	181.80
CARDMEMBER SERVICE	BALANCE OF PEARSON LESS REFUND	177.96
CHEM RIGHT LABORATORIES INC.	WATER SAMPLE LAB FEE	19.00
CLINTON CO AREA SOLID WASTE	2024 LICENSE FEE	311.75

CULLIGAN OF CLINTON	WATER COND. LT PLANT RENTAL	36.78
FIRE SERVICE TRAINING BUREAU	3 REG FEES - STATE FIRE SCHOOL	425.00
FLETCHER-REINHARDT CO.	100 CONNECTORS	170.00
GATOR GRAPHICS	FD 25 BLK LINED BEANIES W PATCH	392.00
GROEBNER & ASSOCIATES INC	SENSIT GOLD CGI MODEL B	2,171.91
HAWKINS INC	1 AZONE	533.96
IOWA ASSOC. OF MUN. UTIL.	ISEP JAN-MARCH TRAINING 2024	748.00
IOWA ONE CALL	18 EMAILS NOV & DEC 2023	16.20
JACKSON CO. REGIONAL HEALTH	DRUG SCREEN - DENNIS	44.00
JOHN DEERE FINANCIAL	OIL HYDRAU	203.00
KELTEK	PD COMPUTER	6,908.01
KIESLER POLICE SUPPLY INC	AMMO	376.63
KIRBY WATER CONDITIONING	SOLAR SALT	40.50
MAINSTAY SYSTEMS OF IOWA LLC	WATCHGUARD IPSEC VPN LICENSE	95.00
MANATT'S INC.	1.2 TON BLACKTOP	162.00
MILES LUMBER AND HARDWARE	PLYWOOD	171.36
NELSON TECHNOLOGIES INC.	CONTROLLER LITHIUM BATTERY PACK	217.24
OLY'S GARAGE	BREAKS RED PICK UP	1,432.56
ORIGIN DESIGN	AMOS ST FINAL DESIGN BIDDING CONTRACT	15,377.25
PRESTON MUNICIPAL UTIL.	JAN 2024 UTILITY PMT	12,785.88
PRESTON READY MIX CORP.	ROAD ROCK	52.33
PRESTON TELEPHONE COMPANY	JAN 2024 PHONE SERVICE	848.38
PRESTON TIMES	1/22/24 MTG MIN	356.02
RUCHOTZKE, LONDON	REIMBURSED STATE FIRE TRAINING MEETING	909.47
RYAN ZEIMET	HOTEL STATE FIRE TRAINING	344.96
SAFE LIFE DEFENSE	TACTICAL CARRIER	203.51
SENSIT TECHNOLOGIES	REPAIR SENSIT GOLD CGI	217.74
TIETJENS, ERIC	CLOTHING REIMB BOOTS	182.69
UNIFORM DEN INC	PATROL CARRIER ID PANEL ID PANEL NAME	210.46
UNITY POINT HEALTH	DRUG TEST/ D. DRISCOLL/T. MOREHEAD	84.00
USCELLULAR	FD CELL BILL	28.98
VAN METER INC	BATTERIES	170.48
WASTE AUTHORITY JACKSON CO.	JAN 2024 TIPPING FEE	3,246.10
YADDOF, JOSH	GAS FURNACE REBATE	135.00
IOWA WORKFORCE DEVELOPMENT	4TH QTR UNEMPLOYMENT 2023	53.93
TREASURER/SALES & USE TAX	SALES & OPTION TAX	4,268.38
TREASURER/SALES & USE TAX	WATER EXCISE TAX	1,245.49
CLAYTON ENERGY CORPORATION	DEC 2023 COMMODITY INV.	11,881.25
VC3 INC.	DEPLOY FIREWALL	0.00
ADVANTAGE ADMINISTRATORS	HRA ADMINISTRATION SERVICE	52.50
VC3 INC.	ITnBox SUPPORT	853.11
MAQUOKETA STATE BANK	JAN 2024 MAINT FEE	43.76
CLAYTON ENERGY CORPORATION	JAN 2024 RESERVATION INVOICE	15,808.33
PEFA INC.	JAN 2024 PEFA COMM INV	19,480.23
WPPI	JAN 2024 POWER PURCHASE	33,869.25
VC3 INC.	DEPLOY FIREWALL	1,129.92
		355,139.92
	APPROVED EXPENDITURES BY FUND:	
	GENERAL FUND	39,101.24
	DEBT SERVICE FUND	0

ROAD USE TAX FUND	15,377.25
INSURANCE RESERVE	0
CUSTOMER DEPOSITS	0
WATER FUND	8,055.50
SEWER FUND	7,719.11
ELECTRIC FUND	46,116.70
GAS FUND	57,626.24
GARBAGE FUND	181,113.88

JANUARY 2024 REVENUES BY FUND:

GENERAL FUND	157,334.29
ROAD USE TAX FUND	585,909.58
EMPLOYEE BENEFIT TAX	102,289.14
EMERGENCY	29,278.00
TIF	5,369.58
CUSTOMER DEPOSITS	27,747.44
DEBT SERVICE FUND	-33,483.35
WATER FUND	615,564.12
SEWER FUND	523,950.70
STORM WATER FUND	43,425.89
ELECTRIC FUND	614,933.13
GAS FUND	612,580.52
GARBAGE FUND	43,425.89

**FIRE DEPT/ARP FUNDS:** Fire Chief, Landon Ruchotzke presented a list of needed items for the Fire Dept. to be considered obligating money towards from the remaining American Rescue Plan funds. Top priority items included 15-50 ft sections of hose-\$4115.00 due to the hoses being outdated. 3 handheld radios-\$13,048.60 due to the County moving to a different radio system, Turnout Gear for 2 new firemen-\$6,200.00 totaling \$23,363.60. In addition, he reviewed additional equipment needed to be considered budgeting for. He also informed council that the 702 Engine is going to need to be updated, as it's reached 25 years old. Approved loan amounts and budgeting options will need to be researched.


**AMOS STREET-CURB AND GUTTER:** Origin Design provided a suggested rate for curb and gutter assessment to property owners of 20.36 per lineal foot. The assessment would be for property owners on Amos Street from School to Farley and on Farley Street to the East end. The minimum work out for bid is from School to Farley would generate \$25,042.80 with additional \$9,772.80 for the Farley to East end for a total of \$34,815.60 being brought in to help pay for the reconstruction project. Decision to allow payment options for upfront payment, or from 3 – 12 monthly installments. Letters will be sent to the property owners with notice of public hearing on the project being Feb. 26<sup>th</sup> at 6:00pm. Motion to approve the Curb and Gutter assessment cost of \$20.36 per foot was made by M. Petersen, seconded by D. Meyer. Motion carried.

**SANITATION:** Dennis Driscoll submitted a letter of resignation to council effective date of Feb. 29, 2024. Driscoll expressed his reasons and regrets and thanked them for the opportunity. Council accepted resignation and thanked Driscoll for his time and service to Preston. The Job opening will be posted, taking applications through March 1, 2024.

**OTHER BUSINESS:** Reminder to council that the PG&D planning meeting is Thursday Feb. 15<sup>th</sup> at 6:00 at the Preston Town Hall. The meeting is open to the public and council is encouraged to attend.

Fire Alarm Monitoring was discussed. Ernst explained to council it was discovered after a situation when the fire alarms were going off at City Hall, Johnson Controls technician found that out that the building is not currently being monitored and doesn't have a line to the county as we had thought. We are waiting for quotes for inspecting and updating of the Fire Panel and to set up offsite monitoring. We hope to have this by the next meeting to get approval to proceed with the upgrade.

ADJOURNMENT: With no other business to be brought to Council, Sieverding asked for a motion to adjourn. Motion to adjourn was made by Reuter, Seconded by Meyer. Motion carried. Meeting adjourned at 6:50 pm.

  
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Tyler Sieverding, Mayor

ATTEST:

  
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Sheryl Ganzer, City Administrator/Clerk

City of Preston  
Budget Workshop Meeting  
February 12, 2024

Mayor Tyler Sieverding opened the Budget workshop meeting following the Regular Council Meeting at 6:55 pm.  
Present: Dylan Meyer, Adam Reuter, Matt Petersen, and Matt Gerardy.

OTHERS PRESENT: Eric Tietjens, Lead Operator, Ray Ernst, Elec. Supt., City Administrator-Sheryl Ganzer;

APPROVAL OF AGENDA: A motion was made to approve the agenda as presented by M. Petersen, Seconded by D. Meyer. Motion carried.

BUDGET REVIEW: Ganzer presented reviews and projections for the following Utilities:

GARBAGE: Sanitation budget projections. Revenues estimated to increase by 7200.00 to 173,500. Fund Balance is at 44,317.44. Expenses estimated to be decreased by 47,950, as the truck has been replaced with less repairs needed.

STORM WATER: This new utility was established 12/2022. Fund balance is at 43,425.89. Estimated revenues FY25 – 36,500. Expense fund was set up and estimated \$50,000 be budgeted for Design costs for Storm Sewer project.

ELECTRIC: Revenues were estimated to increase by \$34,300. Fund balance is at 616,564.12. Ernst proposed budget requests for increase of \$80,000 needed for a re-built sub-transformer that is available for behind the light plant. Costs to install are needed. Council would like to see it purchased and establish costs for storing it and install. Electric underground service to West Street housing project 20,000 needed. New Electric Pickup - \$42,000 estimated. Current truck is a 2010, and the old Gas truck is on its last leg. Overall estimated expenses – 1,346,760.00.

GAS: Current year revenues are down due to mild temperatures, estimated to be 625,000. for FY25 (increase of 23,500.00), Gas Fund Balance currently at 612,580.52. Tietjens proposed estimate \$15,000 for a trencher. Council would like him to weigh costs of what we've hired done compared to purchasing one prior to approve budgeting for. When asked if meters are needed, Eric said that the ERTS are in short supply. Total expenses (with trencher) for FY25 – 727,500, down from 734,100 FY24.

WATER: Revenues re-estimated will be increased by 29,000 – total estimated FY25 312,000. Fund balance is at 616,564. Expenses reviewed by Ganzer, council would like Tim present for review for maintenance on Water Tower for cleaning (6,000) and inspections (2000) with also increase in Operating supplies of increase (4200) includes share of pressure washer. Estimated water meters (3000) for housing project. Overall estimated expenses 176,750 yet to be confirmed increase of 13,370.00.

SEWER: Revenues estimated at 289,400. Fund balance is at 523,950. Expenses for dialer install at St. Joseph's still to come out of FY24 budget. Lower FY25 estimate by 10,000. Increase closer to average for Utilities/phone exp – 30,000. Lab fees increase to 8400.00, increase in operating supplies to 20,000. Overall decrease in exp of 38,100 – total 172,000.  
STREETS AND ROAD USE – TABLED REVIEW UNTIL NEXT MEETING 2/26/24.

ADJOURNMENT: Budget work session adjourned at 8:10 pm.

  
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Mayor Tyler Sieverding

ATTEST:

  
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Sheryl Ganzer, City Administrator