

City of Preston

Regular City Council Meeting

December 11, 2023

Mayor Tyler Sieverding called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was recited by all.

ROLL CALL Present: Richard Petersen, Matt Petersen, JT Thomson, Adam Reuter, Matt Gerardy

OTHERS PRESENT: Sheryl Ganzer, City Administrator/Clerk, Tracey Lee, Deputy Clerk, Eric Tietjens, Police Chief, Chad Gruver, Dylan Meyer, Richard Betts.

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

CITIZEN/PUBLIC COMMENTS: Richard Betts made comment in response to a letter he was sent from Mayor Sieverding, requesting he remove the title of Mayor-former from his Facebook page. Betts voiced his concerns with the letter and asked that the problem be considered resolved.

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, Building permit – Keeya Kunde, Class C Liquor License – Roy’s Hideaway, Sidewalk replacement program – Robert Strait - \$697.50 and Dishwasher rebate \$50- Dale Behn. was made by A. Reuter, seconded by M. Petersen. Motion carried.

Payee	Description	Amount
GLOCK PROFESSIONAL INC	ARMORERS COURSE	250.00
NORTHEAST IOWA COMM COLLEGE	GRUVER C. EMERGENCY MEDICAL RESPONDER CLASS	431.00
CARDMEMBER SERVICE	PD U TILE FLOORING	959.89
MIDWEST RADAR & EQUIPMENT	CALIBRATED RADAR/POLICE	40.00
C & R TIRES INC.	REPAIR MAINTENANCE OF PD FORD	1,968.46
O'REILLY AUTOMOTIVE INC.	HEADLIGHT FOR FORD EXPLORER	50.60
JACKSON CO. REGIONAL HEALTH CENTER	INMATE COVID TEST	165.00
IOWA DEPARTMENT OF PUBLIC SAFETY	IOWA SYSTEM BILLING 2023-2025	1,200.00
GALENA CHRYSLER	2024 DODGE DURANGO	32,679.00
IOWA FIRE CHIEFS ASSOCIATION	MEMBERSHIP	25.00
OLY'S GARAGE	GAS	25.45
OLY'S GARAGE	GAS - FIRE DEPT	39.03
AT&T MOBILITY	CELL SERVICE - FD	100.82
AT&T MOBILITY	CELL SERVICE - FD	228.71
USCELLULAR	FD CELL BILL	28.98
CARDMEMBER SERVICE	ROLL PAPER HDMI CABLE HAND SOAP	142.76
QUILL CORPORATION	HP OJ PRO 9015E AIO PRINTER FD	310.31
CITY OF PRESTON-ELEC FUND	DIESEL FUEL - 499.4 GAL STREETS	2,324.28
OLY'S GARAGE	ANTIFREEZE-SHED	27.78
PRESTON MUNICIPAL UTIL.	DEC 2023 UTILITY PMT	8,236.16
GIERKE-ROBINSON CO.	6 2X4 ADA CROSSWALK PANELS	1,032.00
PRESTON READY MIX CORP.	ROAD ROCK-LANE APTS	249.99
IOWA ONE CALL	32 EMAILS SEPTEMBER & OCTOBER 2023	28.80
WELLMARK BLUE CROSS & BLUE SHIELD	DEC 2023 HEALTH INS	9,615.50
IOWA MUN WORKERS COMP.	INSTALL 6 WORK COMP 23-24	886.00

IOWA MUN WORKERS COMP.	2022-2023 AUDIT PREMIUM ADJUSTMENT	446.00
PRESTON MUNICIPAL UTIL.	OCT2023 UTILITIES	196.24
PRESTON TELEPHONE COMPANY	OCT 2023 PHONE SERVICE	82.81
BAKER & TAYLOR BOOKS	4 BOOKS	140.07
BOOK SYSTEMS INC.	ATRIUUM EXO RENEWAL OPAC SNAPSHOT	1,390.00
FOURTH WALL FILMS	DVDS	200.00
THE PENWORTHY COMPANY	8 BOOKS	167.74
AMAZON CAPITAL SERVICES	BABY CHANGING STATION	368.47
ORIENTAL TRADING	CHRISTMAS SUPPLIES	408.97
QUILL CORPORATION	PENS LABELS PAPER	409.78
TASTE OF HOME BOOKS	BOOKS	41.02
GERARDY OUTDOOR POWER	OIL FILTER - TORO	40.79
COUNTY LINE CONCRETE LLC	FITCORE FLAG POLE/ROCK	2,640.00
KEENEY WELDING	32 2X 1/4 ALUMINUM FLAT FITCORE PARK	10.00
MILES LUMBER AND HARDWARE	WS PARK ROCK AND FLAG INSTALL	49.66
REGALIA MANUFACTURING CO.	FREIGHT	3,012.99
DRISCOLL, MEGAN	PG&D SIP N HOP SUPPLIES	242.51
DRISCOLL, MEGAN	PG&D SIP N HOP SUPPLIES	89.83
UMB BANK N.A.	G.O. INTEREST PMT-HARVEST HTS.	9,786.25
COUNTY LINE CONCRETE LLC	MAIN STREET SQUARE	8,757.00
FARRELL INC	MSS TRUCKING OF ROCK	350.00
PRESTON TELEPHONE COMPANY	MAIN STREET SOUND SYSTEM	4,544.42
ULINE	2 - PICNIC TABLES MSS	2,672.10
PRESTON TIMES	NOV CLAIMS	516.12
CAPITAL SANITARY SUPPLY	2 WAGON WHEEL TISSUE	148.20
CARDMEMBER SERVICE	NOTARY STAMP TRACEY LEE	442.68
STOREY KENWORTHY/MATT		
PARROTT	2023 TAX FORMS	95.68
RIES PEST CONTROL	CITY HALL/PD/LIBRARY	130.00
MAQUOKETA STATE BANK	NOV 2023 MAINT FEE	42.91
BUDDE, LINDA	SIDEWALK REPLACEMENT PROGRAM	739.75
COUNTY LINE CONCRETE LLC	SIDEWALK REPLACEMENT MAIN STREET SQUARE	3,950.00
ORIGIN DESIGN	AMOS ST PRELIMINARY DESIGN	9,096.25
ROBERT STRAIT	SIDEWALK REPLACEMENT PROG.	697.50
SIEVERDING, RICK	SIDEWALK REPLACEMENT PROGRAM	1,109.63
MAQUOKETA STATE BANK	FIRE DEPT LOAN 82150 INTEREST	494.47
CHEM RIGHT LABORATORIES INC.	WATER SAMPLE LAB FEE	19.00
MICROBAC LABORATORIES INC.	LEAD & COPPER TEST	309.00
HAWKINS INC	1 AZONE	420.59
UNION-HOERMANN PRESS	PERFORATED BILLS	1,034.00
VC3 INC.	ITnBox SUPPORT	853.11
IOWA FINANCE AUTHORITY	SERVICE FEE	4,525.00
ACUREN INSPECTIONS INC.	INSPECTION BUCKET TRUCK DIGGER DERRICK HOT STICKS	
HWY 64 DIESEL	LINE JUMPERS	1,028.00
MAQUOKETA VALLEY ELECTRIC	HEATER CORE DIGGER DERRICK	192.74
COOP	SECURITY LIGHT	9.33
WPPI	NOV 2023 POWER PURCHASE	36,617.83
AMAZON CAPITAL SERVICES	BRAVO TIME CLOCK RIBBON	289.59
CRESCENT ELECTRIC SUPPLY	REPLACEMENT LIGHTS	2,270.76

FLETCHER-REINHARDT CO.	10 PHOTO CONTROL	216.69
BEHN, DALE	DISHWASHER REBATE	50.00
DISPLAY SALES	24 CUSTOM POLE BANNERS	2,465.00
MATT GERARDY	REFRIGERATOR DISHWASHER REBATE	100.00
PRESTON LOCKER	POWER WEEK COOKOUT	122.94
RIVER VALLEY ENERGY	500.1 GAS DIESEL @3.05/GAL	1,525.31
MAQUOKETA STATE BANK	ELECTRIC LOAN 81456	22,523.45
UNITYPOINT CLINIC	DRUG TEST T. MOREHEAD	84.00
CLAYTON ENERGY CORPORATION	OCT 2023 COMMODITY INV.	12,009.82
PEFA INC.	NOV 2023 PEFA COMM INV.	21,672.00
BRONDYKE, PAMELA	FURNACE REBATE	100.00
IOWA ASSOC. OF MUN. UTIL.	ANNUAL REGULATOR STATION INSPECTION	1,070.00
ADVANTAGE ADMINISTRATORS	HRA ADMINISTRATION SERVICE	31.50
MADISON NATIONAL LIFE INS CO INC	DEC 2023 LIFE INS	427.02
TREASURER/SALES & USE TAX	SALES & OPTION TAX	2,104.99
WASTE AUTHORITY OF JACKSON COUNTY	NOV 2023 TIPPING FEES	2,770.90
CLINTON CO. AREA SOLID WASTE AGENCY	RECYCLING - NOVEMBER 2023	255.60
JOHN DEERE FINANCIAL	GAB DEF FLUID	66.00
QUADIENT LEASING USA INC	LEASE PAYMENT - POSTAGE MACHINE	196.38
		229,915.91
	APPROVED EXPENDITURES BY FUND:	
	GENERAL FUND	86,812.58
	DEBT SERVICE FUND	5,019.47
	ROAD USE TAX FUND	15,593.13
	INSURANCE RESERVE	
	CUSTOMER DEPOSITS	
	WATER FUND	2,699.10
	SEWER FUND	4,590.23
	ELECTRIC FUND	72,517.14
	GAS FUND	37,343.46
	GARBAGE FUND	5,256.50
	NOVEMBER 2023 REVENUES	
	GENERAL FUND	231,708.08
	ROAD USE TAX FUND	53,572.30
	EMPLOYEE BENEFIT TAX	99,868.49
	EMERGENCY	28,683.86
	TIF	5,325.71
	CUSTOMER DEPOSITS	27,946.50
	DEBT SERVICE FUND	-33,704.18
	WATER FUND	591,584.71
	SEWER FUND	496,928.58
	STORM WATER FUND	37,517.43
	ELECTRIC FUND	598,947.78
	GAS FUND	622,425.37
	GARBAGE FUND	119,644.97

AMOS STREET CONSTRUCTION: Marc Rudin, Origin Design summarized the decisions presented at the pre-construction meeting that was held 12/5/2023. Rudin is asking to approve the plans for final design to initiate bid at the 2nd meeting in January. Key decisions on moving the sidewalk on the original plans to the West side of Amos street and have 6 in. curbs in front of the apartments located in the area on the south/east side of Amos to encourage no parking on the sidewalk. It is planned to have the street stop at School Street. Standard curb on the east of DeGroat. Adding an intake to NE corner of DeGroat and Amos, remove existing swale and maintain field access. They will work with Preston Telephone Co, to make any adjustments that may be a conflict. E. Farley Street, east of Amos has challenge with driveway and sidewalks existing, we will work with homeowners as needed. Curb and gutter on that section was discussed and based on finances, we will see if that can be an option. Rudin will present the Engineering amendment costs to incorporate that in the plans along with sidewalks on both sides of the street on Amos as 2 add-on options. The goal is to have bid opening the 2nd meeting in February. Council would like to incorporate having project completed by of October 1.

OATH OF OFFICE: Sheryl Ganzer administered the Oath of Office to newly elected Mayor, Tyler Sieverding and Council members Jason Thomson and Dylan Meyer. They will all serve terms of 4 years beginning Jan 2, 2024.

RESOLUTION 2023-16 – Plat of Survey for Joyce Miller Trust. Great River Surveying requested approval for plat of survey of land that falls within 2 miles of the City. Motion to approve was made by J. Thomson, Seconded by M. Gerardy. Motion carried.

OTHER BUSINESS:

- Setting date for next council meeting: Due to the 2nd Monday in December falling on a holiday, it was approved to skip the 2nd meeting in December. The next council meeting will be Jan. 8, 2024.
- Town Hall Rental Agreement: Tracey put together a rough draft of a rental agreement and staff is looking for guidance on fees and guidelines. Staff will contact the insurance company regarding liability if alcohol is brought in for an event and the Downtown Pub access is closed and/or not open at the time of the event and report back to council with revisions made.
- Budget Timeline and Impacts: Ganzer presented a timeline for meetings starting in January in preparation of the City Budget Process to plan for the changes in the number of meetings required, public hearing requirements and the mailing requirement of the County Auditor.
- Audit findings: Ganzer shared with Council the preliminary findings of the Annual Examination that was completed by O'Connor Brooks & Co. Ganzer went over the recommendations and made comments on procedures to have any issues resolve going forward.
- Mayor and Council and staff thanked Richard Petersen for serving 2 terms on the City Council as this is was his last meeting.

ADJOURNMENT: With no other business to be brought to Council, Sieverding asked for a motion to adjourn. Motion to adjourn was made by J. Thomson, seconded by A. Reuter. Motion carried. Meeting was adjourned at 7:02 p.m.

ATTEST:



Tyler Sieverding, Mayor



Sheryl Ganzer, City Administrator/Clerk