

EMERSON CITY COUNCIL MINUTES

Regular Meeting of the Emerson City Council

Monday January 4, 2016, at 6:00 p.m. Emerson City Hall, 410 Manchester St. Emerson, IA

Mayor Max Austin called the regular meeting of the Emerson City Council to order on Monday January 4, 2016 at 6:00 pm. at City Hall. This meeting is being recorded.

Roll Call: Herb Petereit, Ronald Stephens, Jennifer Shaw, Heidi Pullen and Mayor Max Austin. Also Present: City Clerk Nelson, Emerson Fire & EMS Treasurer & Secretary Wilber and 12 visitors.

Stephens moved, approve Agenda. 2nd Petereit Motion carried 4-0.

Past Mayor Erickson thanked the council and the community. Congratulating the newly elected Mayor Max Austin to his position.

Petereit moved, approve December 3, 2015 Regular Meeting Minutes. 2nd Stephens Motion carried 4-0.

Pullen moved, approve December 14, 2015 Special Meeting Minutes. 2nd Shaw Motion carried 4-0.

Petereit moved, approve December 15, 2015 Special Meeting Minutes. 2nd Stephens Motion carried 4-0.

Petereit moved, approve December 2015 Warrants. 2nd Pullen Motion carried 4-0.

Petereit moved, approve January 4th claims to be paid. 2nd Stephens Motion carried 4-0.

Petereit moved, approve **RESOLUTION #2016-1 DESIGNATION OF PRE-AUTHORIZED PAYABLES**, 2ND Stephens Roll Call: Stephens, Shaw, Pullen, and Petereit Motion Carried

Stephens moved, approve **RESOLUTION #2016-2 APPOINTING HERB PETEREIT MAYOR PRO-TEM FOR THE CITY OF EMERSON, IOWA FOR 2016**, 2ND Pullen Roll Call: Stephens, Shaw, and Pullen Abstain: Petereit Motion Carried

Petereit moved, approve **RESOLUTION #2016-3 APPOINTING KIMBERLY NELSON AS THE CITY CLERK FOR THE CITY OF EMERSON, IOWA FOR 2016 & 2017**, 2ND Stephens Roll Call: Shaw, Petereit, Pullen, and Stephens Motion Carried

Resolution #2016-4 APPOINTING OF CITY TREASURER - tabled

Stephens moved, approve **RESOLUTION #2016-S ADDITION OF MAX AUSTIN, MAYOR HERB PETEREIT, MAYOR PRO-TEM AND KIMBERLY NELSON, CITY CLERK AS DESIGNATED SIGNERS ON BEHALF OF THE CITY OF EMERSON, IOWA FOR HOUGHTON STATE BANK ACCOUNTS WITH REMOVAL OF ROBERT ERICKSON**, 2ND Shaw Roll Call: Pullen, Shaw, and Stephens Abstain: Petereit Motion Carried

Shaw moved, approve **RESOLUTION #2016-6 ADDITION OF MAX AUSTIN, MAYOR HERB PETEREIT, MAYOR PRO-TEM AND KIMBERLY NELSON, CITY CLERK AS DESIGNATED SIGNERS ON BEHALF OF THE CITY OF EMERSON, IOWA FOR GREAT WESTERN BANK ACCOUNTS WITH REMOVAL OF ROBERT ERICKSON**, 2ND Stephens Roll Call: Pullen, Stephens, and Shaw Abstain: Petereit Motion Carried

Resolution #2016-7 ACCESS TO CITY ACCOUNT BALANCES AND HISTORY - tabled

Petereit moved, approve **RESOLUTION #2016-8 DESIGNATED OF THE MALVERN LEADER AS THE OFFICIAL LEGAL PUBLICATION SOURCE FOR THE CITY OF EMERSON, IOWA FOR 2016**, 2ND Stephens Roll Call: Shaw, Pullen, Stephens, and Petereit Motion Carried

Stephens moved, approve **RESOLUTION #2016-9 REMOVAL OF ELIZABETH UNGRY FIRE CHIEF AND ZENNITH WILBER AS TREASURER AS DESIGNATED SIGNERS OF THE CITY OF EMERSON, IOWA HOUGHTON STATE BANK FIRE & RESCUE BANK ACCOUNTS**, 2ND Petereit Roll Call: Stephens, Shaw, Pullen, and Petereit Motion Carried

Pullen moved, approve **RESOLUTION #2016-10 ACCESS OF ELIZABETH UNGRY FIRE CHIEF AND ZENNITH WILBER AS TREASURER OF CITY ACCOUNT BALANCES AND HISTORY OF THE CITY OF EMERSON, IOWA HOUGHTON STATE BANK FIRE & RESCUE BANK ACCOUNTS**, 2ND Petereit Roll Call: Petereit, Shaw, Pullen, and Stephens Motion Carried

Petereit moved, approve **RESOLUTION #2016-11 REMOVAL OF JUDITH MAGERS AND JULIE VANHOUTEN AS DESIGNATED SIGNERS OF THE CITY OF EMERSON, IOWA HOUGHTON STATE BANK FREEDOM ROCK BANK ACCOUNT**, 2ND Stephens Roll Call: Stephens, Pullen, Petereit and Shaw Motion Carried

Stephens moved, approve **RESOLUTION #2016-12 ACCESS OF JUDITH MAGERS AND JULIE VANHOUTEN CITY ACCOUNT BALANCES AND HISTORY OF THE CITY OF EMERSON, IOWA HOUGHTON STATE BANK FREEDOM ROCK ACCOUNT**, 2ND Shaw Roll Call: Stephens, Shaw, Pullen, and Petereit Motion Carried

Shaw moved, approve **RESOLUTION #2016-13 REMOVAL OF KAREN GAGE, LIBRARIAN AND NANCE MCGREW, SECRETARY AS DESIGNATED SIGNERS OF THE CITY OF EMERSON, IOWA HOUGHTON STATE BANK LIBRARY BANK ACCOUNTS**, 2ND Stephens Roll Call: Pullen, Petereit, Stephens and Shaw Motion Carried

Petereit moved, approve **RESOLUTION #2016-14 ACCESS OF KAREN GAGE, LIBRARIAN AND NANCE MCGREW, SECRETARY CITY ACCOUNT BALANCES AND HISTORY OF THE CITY OF EMERSON, IOWA HOUGHTON STATE BANK LIBRARY BANK ACCOUNTS**, 2ND Stephens Roll Call: Stephens, Shaw, Pullen, and Petereit Motion Carried

Treasurer Report: Waiting for acceptance of offer to the approved applicant. Mayor Austin prepared, presented & discussed how city government accounting works, what the numbers mean and instruction on preparing for the upcoming Budget Workshop.

Residents Opportunity to speak: Dave Galley and Judy Magers discussed setting up a non-profit, previous purchases and vandalism of the Freedom Rock. Don Jones inquired about the status of questions he had on zoning.

Publish Intent to Fill Vacancy: no letters of interest were submitted

Pullen moved approve re-publication of intent to fill council vacancy, 2nd by Shaw all Ayes Motion Carried

Freedom Rock Update: waiting for plaque for benches and need MIA, POW flags and a pole.

Internal Controls of City owned checking and savings accounts: previously discussed

Levee Update: waiting on a written bid's for cleanup, area was surveyed by Jim Petty and the City Clerk will contact Matt Woods for more discussion on how to proceed.

Ordinance Codification: mention of possible changes to Mayor and Council Salary and shut off utilities fee.

Fire Department Electrical Bids: no bids received more contacts will be made for requests

Doctor Designation: no discussion

Petereit moved approve 2015 health insurance premium reimbursement to William Kendall, 2nd Stephens Motion Carried 4-0

Petereit moved approve monthly reimbursement of health insurance premium with submission of documentation, 2nd Stephens Motion Carried 4-0

Petereit moved approve Layne Christiansen repair agreement of \$4,695 will possible addition of \$550, 2nd Stephens Roll Call: Stephens, Shaw, Pullen, and Petereit Motion Carried 4-0

Joe Parker went over new quote to include an 8th camera. The City will be responsible for the labor and the equipment will be donated. Tabled

Emerson Source Water Plan, Contamination Investigation & Wellhead Protection Ordinance: no discussion

2016/2017 Budget Worksheets: Mayor Austin went over the meaning of them and asked for the Council to look them over prior to the meeting on the 18th.

Pullen moved approve appointment of Cheryl Hembry to the Library Board, 2nd Shaw Motion Carried 4-0

Fire and Rescue Report: Physicals are still in works and discussed trying to get appointment with George Oster for January 19th to become a non-profit. Held "Election of Officers" these will need approved by the Council, pagers are in, Dustyn Oliver is now their "house keeper", still working on getting estimates for extrication tools and their Iowa Firefighters Assn. Memberships dues are due. Mayor asked for their proposed budget.

Library Report: Meeting – discussion with no action

Public Works Report – William Kendall received approval from the DNR for an early discharge of the Lagoons. Large amounts of water has been infiltrating into the sewer system.

City Clerk Report – Kimberly Nelson: Pet Licenses are in. Thank you to Jim at Richards' for helping unload the Library's table and chairs last month. Pictures with receipts from the Keep Iowa Beautiful Grant were submitted for reimbursement. The post office and the drug store on Morton St. utilized this grant and turned out great. The Iowa Community Foundation Grant has provided paint for 7 different buildings this has made a great improvement to our downtown esthetics.

Mayor's Report – Max Austin: Scheduled Clean Up Days for April 28th – 30th. Discussed assignment of council members to different departments within the City to keep Council up to date on needs.

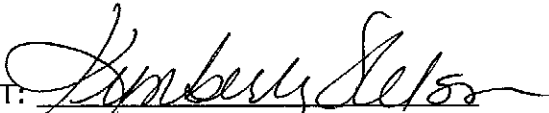
Additional Items: Petereit: Due dates of utility bills and the length of time it takes the postal system to get them to the customers. Shaw: Parliamentary procedures as she understands them. Austin: Need to firm up on disconnection procedures.

Items for the February 1st 2016 Agenda: Ordinance's, shut off procedures, and utility due dates

Petereit moved Adjournment 2nd Stephens All Ayes Motion carried 4-0 Mayor Austin declared the meeting adjourned at 8:29 p.m.



Max Austin, Mayor

ATTEST: 

Kimberly Nelson, City Clerk