The Ellsworth City Council met in regular session at 7:00 p.m. at City Hall on June 10th,2024 with Mayor Yager presiding, and the following council present: King, Gelder, Funk, Laube with Sogard arriving at 7:06 p.m.

 May Receipts May Disbursements

General Fund 12091.74 17652.65

Road Use Fund 5785.15 1288.71

Employee Benefit Fund 764.26 810.20

Emergency Fund 284.20

Local Option Sales Tax Fund 5227.07

Tax Increment Finance Area 1

Tax Increment Finance 1 Amend 570.93

Bingo Fund 3928.99 2717.03

Debt Service Fund 445.24 2415.00

Capital Project-Strm Water

Capital Project-Water Tower

Water Fund 28511.02 26442.95

Water Sinking Fund

Sewer Fund 7753.50 6671.99

Electric Fund 66617.86 73754.03

Electric Sinking Fund

Storm Water Fund 4195.72 57.75

Storm Water Sinking 3058.00

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**AGENDA APPROVAL**: Motion by King, seconded by Gelder to approve the agenda. Roll call votes 4-0. Motion carried.

**CONSENT AGENDA**: Motion by King, seconded by Laube to approve the following items listed on the consent agenda:

1. Motion to approve May 13th and April 28th, 2024 council minutes.
2. Motion to approve May payment of claims.

Roll call votes 5-0. Motion carried and claims hereby made a portion of these minutes.

**PUBLIC FORUM:** None.

**FARMERS MARKET:** The Farmers Market made its way back to Main Street on Wednesday June 5th, 2024. This year looks to bring in more vendors, and the organizers wanted to clarify the use of the sidewalk on the west side of Dewitt Street.

**ELLSWORTH COMMUNITY ASSOCIATION:** No updates were needed at this time.

**ROTOFORM MOLDING CORP.:** Thomas and James Marsh with Rotoform Molding, as well as David Speed with Midland Power were present to discuss an outstanding invoice for electric and boring work performed at their property in the Industrial Park. There are conflicting conversations regarding the responsibility of the cost of the transformer and the materials to install electricity to the building. The Clerk citied the 2021 Electric Service Rules stating that service connections, including three phase service and service at primary voltages, are available at the option of the utility and may require a contribution in aid of construction or an advance for construction costs. She went on to explain that the rules also address that when a customer requests a service that requires an extension, that customer will be charged the full cost of all materials, which may include primary and secondary cable, transformer and per foot charge for trenching beyond the first one hundred (100) feet, to be determined by the governing body. Supervisor Vanlangen will get several quotes on the cost of a standard transformer and report back to the council and council will take into consideration covering that cost on top of the required 100 feet of boring and dirt removal.

**SCHOOL RESOURCE OFFICER:** Police Chief Turpen was available to update the council on South Hamilton School’s request for a full time School Resource Officer in conjunction with the EJS Police Department. A 28E Agreement has been discussed between the school and the department to provide an SRO during school hours and activities and other events. Further information will be discussed at the School board meeting, City Council meetings and the next Police board meeting in July.

**LIBRARY MATTERS:**

1. Employee Hirings: Motion by Gelder, seconded by King to approve the hiring of Library Director Karlie Hunter. Roll call votes 5-0. Motion carried. Motion by Gelder, seconded by Laube to approve the hiring of part time library clerk Abigal Ervin. Roll call votes 4-1, with Sogard voting Nay and councilmember Funk requesting a discussion take place with council prior to a new hire; to comply with budgetary and ordinance regulations. Motion carried.
2. Board Reappointments: The Board will be restructuring within to comply with the current Library Board regulations to include the Secretary be the one taking the minutes, instead of the Library Director. Motion by Sogard, seconded by King to approve the restructure. Roll call votes 5-0. Motion carried.
3. Department Credit Card: There was a request for the Library to receive a credit card for purchasing purposes. Previously, the director had a credit card, but upon her resignation, that card was destroyed. After discussing in length the change in the City purchasing policy, the council could determine no cause for an emergency situation to occur at the Library that would require a credit card to be on hand. Motion by Laube, seconded by Funk to deny the request for a credit card to be issued to the Library. Roll call votes 5-0. Motion carried.

**FIRE AND EMS MATTERS:**

1. Equipment Repairs: Last month there was discussion about general maintenance and repairs needing to be performed on fire equipment/trucks. Inspections done by Evans Autobody showed oil filter, fuel filter and air filter service needed to be done on 4 vehicles, while the air brakes on the 2005 Kenworth needed adjusted, the 1992 GMC needed generator service and was running rough and the 1986 Equipment Truck had a rear brake leak and the drum may need to be replaced. Estimated costs for all related repairs came to between $3775-$3975.00. The council approved not to exceed $4,000.00 for repairs. The Council was asked if Supervisor Vanlangen and Public works employee Knickerbocker could transport vehicles to and from the repair shop in Hubbard. Prior to any work being scheduled, a second option was given for repairs due to proximity and availability of a mechanic. Supervisor Vanlangen was able to reach out to Grain State Repair in Jewell and they were able to assess the vehicles and agreed to provide a quote to service and maintain the above-mentioned equipment. The council will await that quote before moving forward.
2. Building Maintenance: For several years there has been complaints from the Fire Department regarding the condition of the gutters on the Fire Department building. In 2022, the council agreed to approve gutters once the Chief obtained 2 quotes for the cost to replace the gutters. In 2023, the gutters were again discussed and the Clerk again budgeted for the expense, however quotes were never presented from the department to the council. Due to lack of progress, Supervisor Vanlangen initiated 2 separate quotes for the removal and replacement of the north gutters of the building from local gutter contractors. Motion by Funk, seconded by King to approve Professional Gutter Systems in Story City to perform the work for $1,614.25. Roll call votes 5-0. Motion carried.

**PUBLIC WORK MATTERS:**

1. DNR Reports/Lead and Copper Survey: The council discussed the DNR inspection report and response required by December 1st, 2024. Supervisor Vanlangen stated that an email response had been sent by our Wastewater operator and that he would work with the operator to have a plan of action prior to the DNR deadline.

The lead and copper survey was also talked about in length. The Clerk expressed her concerns, as many cities have already completed their surveys, but Ellsworth has yet to form a plan to even start theirs. She offered ideas from other towns, but stated ultimately, that this was a utility department project and they had to best decide how to move forward.

1. Lagoon Sludge: Advanced Microbial Solutions, LLC. performed testing on the Cities lagoons in April. According to Supervisor Vanlangen, our sludge is at a lower level than anticipated, however there are things that need to be

addressed in the future to help maintain the structure of the lagoons. More information will be presented at next month’s council meeting.

1. Bulk Water Sales: The Clerk addressed situations that have occurred over the last several pay periods where the public works employees are accruing overtime (time and a half) wages due to having to come in on Saturday or Sunday to furnish bulk water sales. The City’s policy states they must pay one hour of time regardless of actual time spent, during the weekend. She stated she feels this is extremely unfair to the employees, as they are not being allowed to get “time off” or leave town on the weekends. She also reasoned that the extra cost of time and a half isn’t budgeted for, nor should residents have to be responsible for the increase in overtime expenses for sales to out of town customers who don’t pay property taxes to Ellsworth. Council discussed requiring appointments during normal working hours Monday through Friday going forward. In discussing how the bulk sales are tracked, it was also brought to the council’s attention that there is no policy in place for large metered sales at the water treatment plant. The Clerk and Supervisor Vanlangen will work together to come up with a system to track all sales.
2. Water Treatment Filters: Supervisor Vanlangen spoke with the council regarding the need for new filters for the City’s RO system at the water treatment plant. He also explained that the existing membranes will soon need to be cleaned. The Clerk questioned the frequency at which filters are being ordered and if perhaps there was an underlying explanation that should be considered. The council asked that a quote for filters and cleaning solution be obtained before voting.

**SECOND READ OF ORDINANCE #623 AMENDING THE CITY CODE PERTAINING TO SEWER RENTAL:** Motion by Funk, seconded by Gelder to pass the second read of Ordinance #623 amending The City Code of The City of Ellsworth, Iowa, 2008, pertaining to sewer rental rates. Roll call votes 5-0. Motion carried.

**SECOND READ OF ORDINANCE #624 AMENDING THE CITY CODE PERTAINING TO THE ELECTRIC UTILITY:** Motion by Gelder, seconded by King to pass the second read of Ordinance #624 amending The City Code of The City of Ellsworth, Iowa, 2008, pertaining to the electric utility rates. Roll call votes 5-0. Motion carried.

**SECOND READ OF ORDINANCE #625 AMENDING THE CITY CODE PERTAINING TO RATES FOR ELECTRIC HEATING:** Motion by King, seconded by Gelder to pass the second read of Ordinance #625 amending The City Code of The City of Ellsworth, Iowa, 2008, pertaining to rate for electric heating. Roll call votes 5-0. Motion carried.

**ADJOURNMENT:** Mayor Yager adjourned the meeting at 9:45 pm.

