

City of Bancroft  
Regular Council Meeting  
February 16, 2015  
7:00 PM

Minutes –

Mayor Johnson opened the meeting with the Pledge of Allegiance at 7:00 PM.

Roll Call was taken with Barb Schemmel, Corey Rasch, Robert Richter, Phil Jaren, and Jeremy Fraker present. Staff present was Crysti Neuman, City Director, Tim Rowlet, Utility Clerk, Brian Hatten Utility Superintendent and Mark Reimers Streets. Tim Moreau, Veenstra & Kimm, Greg Fritz, NIMECA Michael Maloney D. A. Davidson joined us by phone at 8:00 PM.- Guests present were Paul Ingalls, Gene Elsbecker, and Darlene Schiltz.

Motion by Jaren, second by Rasch to approve the agenda. All approve. Motion carried.

Motion by Jaren second by Schemmel to approve the consent agenda. All approve. Motion carried.

Motion by Rasch, second Fraker to approve payment of bills. All approve. Motion carried.

Public Forum – No one to speak.

Motion by Rasch , second by Jaren, to approve electric rate study for Burt prepared by Blair Metzger from DGR

Greg Fritz from NIMECA gave information on the Southwest Power Pool (SPP) and Integrated System (IS) and focused on the Transmission Cost Recovery –Attachment H. Bancroft Municipal Utility is currently working with Ronald Kennedy, MCR Group to get all required paperwork filled out.

Motion by Jaren, second by Rasch to ratify hiring of MCR Performance Solutions. All approve. Motion carried.

Motion by Schemmel, second by Richter to approve BMU Year End Final Balances. All approve. Motion carried.

Public Hearing opened at 7:30 PM regarding Ordinance 6-13 an Ordinance Amending the Code of Ordinances of the City of Bancroft, Iowa by adding Provisions Pertaining to Storm Water Drainage Systems District Utility.

Paul Ingalls asked about how the charges would be made. Charges would be per water meter hookup.

Gene Elsbecker asked about how the monies would be handled. Director Neuman explained that it would be set up as its own fund- like water and sewer and the fees paid to that fund would be spent on Storm Water related expense.

The flat rate was decided to be used as a simple way to get the utility started. Looking at impervious area and the runoff coefficient would be much larger in scope and would be economically infeasible with the size of Bancroft and revenue generated.

The ordinance will be reviewed and brought back for a new public hearing.

The Public Hearing closed at 8:00 PM.

Tim Moreau –Veenstra & Kimm addressed Controlled Discharge Lagoons. Because of so many numbers to the size of the Lagoon floating around. V&K measured the capacity of the lagoon. Our current Lagoon capacity is 17.9 Million Gallons. Data was collected from 2012-2014. Minimum recommended Design Flow is 26.4 million gallons.

Motion by Rasch, second by Schemmel to have V&K submit Option 2 30.7 Million gallons capacity to DNR. All approve. Motion carried. This would enlarge primary cell and Join existing secondary cells, construct a new 6.3 million gallon secondary cell. The average wet weather flow for 180 day would equal 170,000 gallons per day.

Moreau discussed with council the 2015 Street & Alley Improvement Project. Walnut Street overlay and an additional 221ft of curb and gutter. Preliminary estimated cost would be \$40,832. Kossuth Street overlay without curb and gutter preliminary estimated cost would be \$28,552. On the west end- Kossuth would end after the driveway on the north side of road. On the East end overlay would continue out into Portland.

The alley on the North side of Ramsey Street will have drainage issues addressed. The depth will be kept at 4ft to save costs. Basement drain issues with owners of property along the alley will need to be addressed. Downspout connections as well were discussed with laterals being brought to each building. It was discussed to have informational meeting with owners of properties along the alley. Preliminary estimated costs are \$154,977.

Letter has been sent to Kossuth County Supervisors and County Engineer regarding funding request for Summit Avenue. There has not been a response.

Motion by Jaren, second by Richter to approve Veenstra & Kimm as engineers for watertower painting. All approve. Motion carried.

Darlene Schiltz asked the council to reimburse the cost of a circuit board for a water softner. The water softner quit working after BMU installed new meters.

Request from Francis and Darlene Schiltz to reimburse the cost of a circuit board for a water softner died for lack of motion.

Written request from Juanita Hammond on reduction on sewer portion of bill died for lack of motion.

Written request from Amanda Pilgrim and Kyle Calvert reduction on large utility bill due to water problems died for lack of motion.

Motion by Rasch, second by Schemmel to approve amended contract with AT&T cell tower lease and building location. All approve. Motion carried.

Motion by Schemmel, second by Fraker to set Public Hearing for FY 15/16 Budget at 7:15 PM on March 9, 2015 at Bancroft City Hall. All approve. Motion carried.

Motion by Fraker, second by Jaren to form Strategic Planning Committee to work with Iowa Area Development Group/Bruce Hansen. All approve. Motion carried.

City Director will move forward finding people to serve on Strategic Planning Committee for Bancroft through Iowa Area Development Group/Bruce Hansen. Jeremy Fraker and Phil Jaren will serve as council members.

Motion by Schemmel, second Fraker to allow using a room for a community weekly crafting session. All approve. Motion carried.

Motion by Rasch, second Richter to purchase a 252 Miller welder from Cook's Scrap Iron & Metal, Inc. for \$2479.82 to be purchased with monies received from scrap meters and other scrap material. All approve. Motion carried.

Discussion was held regarding City Director Neuman sitting on private planning committees for the community. Council realizes Neuman is a valuable resource for the community but would recommend that she not sit on private committees as a decision maker that could create a conflict of interest.

Motion by Rasch, second by Richter to adjourn at 9:37 PM. All approve. Meeting adjourned.

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Tom Johnson, Mayor

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Attest: Crysti Neuman City Director/Clerk

Receipts and Disbursements January 1, 2015- January 31, 2015		
	RECEIPTS	DISBURSEMENTS
CHECKING	\$ 42,005.00	\$ 42,035.00
GENERAL	\$ 41,309.47	\$ 66,027.53
LIBRARY FUND		\$ -
ROAD USE TAX	\$ 7,939.20	\$ 5,353.28
EMPLOYEE BENEFITS	\$ 435.64	\$ 2,574.21
EMERGENCY FUND	\$ 58.09	
LOCAL OPTION SALES TAX	\$ 13,133.22	
TAX INCREMENT FINANCING	\$ 637.78	\$ 18,858.00
ECONOMIC DEVELOPMENT		
DEBT SERVICE	\$ 1,171.98	
CAPITAL PROJECT		
WATER	\$ 15,287.48	\$ 33,159.28
SEWER	\$ 17,690.73	\$ 33,402.27
ELECTRIC	\$ 32,375.91	\$ 19,000.91
<b>TOTAL CHECKING</b>	<b>\$ 130,039.50</b>	<b>\$ 178,375.48</b>
<b>SAVINGS</b>		
RECREATION/CELEBRATION	\$ 503.72	
STREET EQUIPMENT FUND	\$ 9.72	
BANCROFT AMBULANCE	\$ 362.91	
ECONOMIC DEVELOPMENT	\$ 10.32	
<b>SAVINGS TOTAL</b>	<b>\$ 886.67</b>	<b>\$ -</b>
SINKING FUNDS		
WATER	\$ 11,020.33	
SEWER	\$ 12,939.32	
<b>SINKING FUNDS TOTAL</b>	<b>\$ 23,959.65</b>	
LIBRARY		
LIBRARY 0476804		
LIBRARY0476846		
	0	
RLF Loans Econ- Dev		
<b>TOTAL</b>	<b>\$ 154,885.82</b>	<b>\$ 178,375.48</b>

BMU Claims for Feb. 2015

<b>VENDOR</b>	<b>FOR</b>	<b>AMOUNT</b>
		\$
Algona Municipal Utilities	Mutual aid	526.16
		\$
Allied ENS	Computer service	157.29
		\$
Aramark	Rug rental	59.43
		\$
BMU	Utilities	63.09
		\$
Bancroft Register	Publishing	48.00
		\$
Bobcat Co. (Clark Equipment)	Share of skid loader	11,269.02
		\$
Dueco, Inc.	Basket truck inspections	1,327.33
		\$
Ed's Service	Truck gas	267.60
		\$
Eventis	Phone service	241.51
		\$
Hager Foods	Supplies, Lighting rebate	86.09
		\$
IAMU	Meetings/Workshops	665.00
		\$
Iowa Dept of Revenue	Sales tax	4,211.00
		\$
Iowa One Call	Locate notices	34.20
		\$
Johnson, Jeff/Kris	Energy rebate	200.00
		\$
Kossuth Connections	Youth leadership	500.00
		\$
NIMECA	Annual IADG fees	3,129.50
		\$
North Kossuth Auto	Hitch, star bit	97.49
		\$
Midwest Communications	Monthly website	93.95
		\$
Nyman TV	Building rent	325.00
		\$
Postmaster	Billing postage	152.36
		\$
Ricoh, USA	Copier lease	142.49
		\$
Shillington Hardware	Supplies	60.38

		\$
Vaske Livestock	Energy rebate	5.21
		\$
Verizon Wireless	Cell phone expense	224.54
		\$
VISA	Office supplies, meals	39.82
		\$
Wellmark BC/BS	Health Insurance	4,143.65
		\$
	<b>Total Claims</b>	<b>28,070.11</b>

#### **CITY CLAIMS FOR FEB. 2015**

<b>VENDOR</b>	<b>FOR</b>	<b>AMOUNT</b>
		\$
Algona EMS	Mutual aid, supplies	211.15
		\$
American Girl Magazine	Renewal-Library	39.95
		\$
Aramark	Rug rental	97.50
		\$
Baker & Taylor	Library Books	536.54
		\$
Bancroft Rotary Club	Annual dues	110.00
		\$
Bancroft Cargo Express	Truck gas	1,182.72
		\$
BMU	Dept Utilities	2,933.51
		\$
Bancroft Register	Publishing	228.06
		\$
Bancroft Senior Center	Allocation	250.00
		\$
Bobcat Co (Clark Equipment)	Skid loader-city share	33,807.04
		\$
Bound Tree	Ems supplies	501.61
		\$
Brown Supply	Supplies-Street dept	940.55
		\$
Cengage Learning	Library Books	23.39
		\$
Center Point Large Print	Library Books	88.68
		\$
Central IA Distributing	Sewer chemicals	910.60
		\$
Centurion Technologies	Maint. Renewal-Library	120.00

		\$
CNH Industrial Capital	Trimmer, saw, freight	507.45
		\$
Counsel Office & Document	Copier lease-Library	28.75
		\$
Dakota Supply Group	Water meters	1,550.65
		\$
Deitering Bros	Service work	374.13
		\$
Ed's Service	Truck gas	294.10
		\$
Enventis	Phone-Library	13.64
		\$
Ex Op	Janitorial work-Library	45.00
		\$
Galls, Inc.	Police dept supplies	218.87
		\$
Hager Foods	Supplies, advertising	137.86
		\$
Hawkins, Inc.	Chlorine cylinders	482.00
		\$
Iowa History Journal	Renewal-Library	35.95
		\$
ILCC	Ems training	125.00
		\$
Kirkwood C. C.	Water classes	900.00
		\$
Kollasch Repair	Service work	277.81
		\$
Kossuth Co. Library Assoc.	Dues/Conference	75.00
		\$
Mangold Environmental	Water testing	78.00
		\$
National Geographic Kids	Renewal-Library	34.00
		\$
NIACC	Ems training	65.00
		\$
North Kossuth Auto	Supplies/Parts	160.42
		\$
Petty Cash	Postage-Library	59.74
		\$
Precision Management	TIF rebate	18,734.00
		\$
Readers Digest Magazine	Renewal-Library	17.98
		\$
Reminisce Magazine	Renewal-Library	24.98
		\$
Share Corp.	Supplies-Street dept	99.12

		\$
Shillington Hardware	Supplies	45.82
		\$
Snowgoer Magazine	Renewal-Library	23.97
		\$
Steve Craig Pool	CPO Credits-Pool dept	90.00
		\$
Unity Point Clinic	Drug testing dues	30.00
		\$
Vaske Steel/Welding	Snow equipment work	210.90
		\$
Veenstra & Kimm	Engineering	372.00
		\$
Verizon Wireless	Cell charges	116.13
		\$
VISA	Webinar	36.00
		\$
	<b>TOTAL CLAIMS</b>	<b>67,245.57</b>